

Municipal Plan Approval Checklist-DRAFT

Meeting minutes for the Town Plan Review Committee

Municipality Reviewing: Roxbury

Date: 8/19/2014

Reviewer: Stephanie Smith

Committee: Bill Arrand (Worcester), Tim Carver (East Montpelier), George Malek (Orange), Janet Shatney (Barre City), Ron Krauth (Middlesex), Julie Potter (East Montpelier)

Town Representative(s): Kim Livellara, Planning Commission (absent)

Other Attendee(s): Emily Nosse-Leirer (CVRPC Staff)

Background: The following is a review of the 2014 Roxbury Municipal Plan under the provisions and standards of Chapter 117, Section 4350, wherein it is stated “a regional planning commission shall review and approve plans of its member municipalities, when approval is requested and warranted.” Conditions warranting approval include findings that the plan:

- Contains each of the **elements** listed in section 4382 of Chapter 117;
- Is consistent with the **goals** established in Section 4302 of Chapter 117. (“Substantial progress toward attainment” of these goals is the standard by which consistency is evaluated); and
- Is **compatible** with the Regional Plan and the approved plans of other municipalities in the Region.

General Comments/Notes from Reviewer:

The Previous Roxbury Town Plan was adopted in 2008 and approved by CVRPC in the same year. The 2008 Plan is similar, but not identical, in content to its predecessor, which was only minimally altered from the 2002 Plan. It contains updated planning data and is slightly more comprehensive in scope, with additions addressing the new flood resilience requirement and the regionally required Housing Distribution Plan. Also included is the required Housing Distribution Map with areas identified for future development. An additional goal and set of objectives were added regarding flood resilience as well. Many of the goals and objectives are unchanged from the 2008 Plan and remain broad and general in most instances. Seldom does the Plan spell out specific actions that need to be taken to realize its objectives. The inclusion of “Assessment” under a few of the Objectives to give an update is a good start, future plans would benefit from more thoroughly looking at how far Roxbury has come on realizing each objective and defining more manageable action steps that could be taken. Highlights of this Plan include the thorough child care section, the significant data presented in the Housing chapter, the incorporation of the Housing Distribution Plan and the extensive update to the flood resilience element.

Staff Conclusion(s): The Roxbury Municipal Plan contains the essential elements of a municipal plan and makes progress towards attainment of the statutory goals. Staff encourages the Review Committee to recommend “approval” of the Roxbury Municipal Plan under the standards of Chapter 117 before the full Regional Commission.

On 8/19/2014 the Town Plan Review Committee voted to recommend Approval of 2014 Roxbury Municipal Plan to the full Regional Commission. On 9/9/2014 the Regional Commission _____ the Town Plan Review Committee's recommendation for Approval.