



Central Vermont Regional Planning Commission

Board of Commissioners

Tuesday, March 8, 2016

7:00 p.m.

**Note Change
of Location**

Steakhouse Restaurant

1239 US Route 302, Berlin, VT

(Directions Attached)

5:00-7:00 pm – Open House for Laurie Emery’s Retirement, includes hors d’oeuvres

7:00 pm – Board of Commissioners Meeting

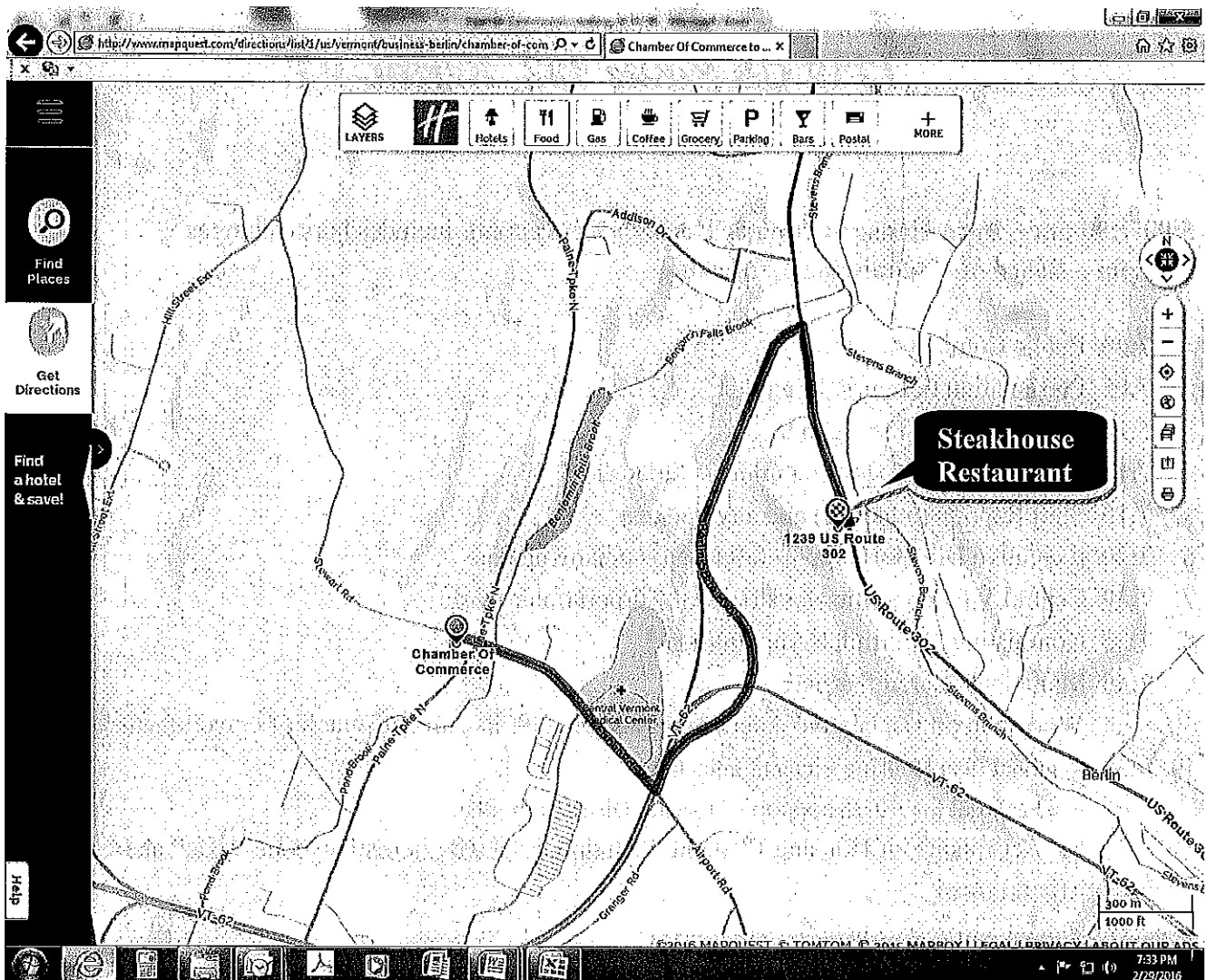
1. **7:00** Public Comments
 2. **7:05** Presentation to Laurie Emery
 3. **7:10** Adjustments to the Agenda
 4. **7:12** February 9, 2016 meeting minutes (attached)*
 5. **7:15** Staff Reports (attached) and any updates
 6. **7:20** Executive Director’s report (attached) and any updates
 7. **7:30** Central VT Economic Development Corporation report
 8. **7:35** Nominating Committee Appointment*
 9. **7:40** Municipal Shared Services
Workshop on Legislative Alternatives and H. 249, Regional Council of Governments
 10. **8:20** Regional Plan Housing Element (attached)
 - a. Proposal for Alternatives to a Housing Distribution Plan
 - b. Acceptance of Housing Element, including selected alternative from “10.a.” above*
- 9:00** Adjournment

* denotes anticipated action item

Directions to the Steakhouse Restaurant

- Take exit 7 off I-89.
- Go thru 3 sets of traffic lights. Always staying in the right lane.
- After going under the 3rd set of traffic lights bear to the right at the fork in the highway. (Sign reads "Montpelier exit only")
- Follow the road to the bottom of the hill.
- At the bottom of the hill turn right at the traffic light onto US Route 302 east.
- Go to 2 more sets of traffic lights.
- Turn right into the Burger King/Vermont Lottery entrance at that 2nd traffic light.
- Upon leaving the highway take a quick left and proceed along the front of the Lottery building.
- We are the next building beyond the Lottery complex

This map shows the route to travel from the Commission's usual meeting location at the Central Vermont Chamber of Commerce to the March meeting location at the Steakhouse Restaurant.



Central Vermont Regional Planning Commission

February 9, 2016

DRAFT Minutes

Present were:

Barre City: Janet Shatney-absent

Barre Town: Byron Atwood

Mark Nicholson-absent

Berlin: Bob Wernecke

Cabot: Dick Payne-absent

Calais: Paul Rose – absent

John Brabant-absent

Duxbury: Brian Fitzgerald

East Montpelier: Julie Potter

Jack Pauly

Fayston: Carol Chamberlin-absent

Marshfield:

Middlesex: Ron Krauth-absent

Montpelier: Tina Ruth

Kim Cheney-absent

Moretown: Dara Torre

Northfield: Laura Hill-Eubanks

Orange: George Malek

Plainfield: David Strong

Robert Atchinson-absent

Roxbury: Gerry D'Amico

Waitsfield: Don La Haye

Harrison Snapp-absent

Warren: Camilla Behn

Washington: Gary Winders-absent

Waterbury: Steve Lotspeich

Williamstown: Larry Hebert-absent

Woodbury: Michael Gray

Worcester: Bill Arrand

Staff: B. Waninger, L. Emery, E. Vorwald, G. Aloisio, M. Wolz, S. Gladczuk

Others: ; S. Andersen, CVEDC; Robert Dostis, Green Mountain Power; Joan White, VT Public Service Department; Linda McGinnis, Energy Action Network.

The meeting was called to order at 7:02 p.m. There were no members of the public in attendance and no adjustments made to the agenda.

The minutes of the December 8, 2015 meeting were accepted as written. It was noted that the January 12, 2016 meeting of the Commission was canceled due to weather and hence there are no minutes.

Staff and Executive Director Reports: Staff is looking to fill representation on the Brownfields Advisory Committee from commercial finance, real estate, and contractors. If you know of anyone, please contact Gail Aloisio at aloisio@cvregion.com. When asked about the public records request, J. Potter explained that a gentleman from Eden, VT wants records related to B. Waninger's hiring date and hours worked. He is concerned about any overlap with B. Waninger's work at Lamoille County Planning Commission and CVRPC. The Executive Committee agreed to get advice from P. Gillies to be sure we meet the law correctly.

Vermont Legislation Affecting Local and Regional Planning: B. Waninger briefed the Commissioners on S. 230, the energy siting legislation being considered and the fine line between visionary planning versus zoning language in local and regional plans. Legislators are interested in the pilot energy projects done by regional commissions where they are identifying a region's fair share of the State's comprehensive energy goals. If a region has done that type of energy planning, the regional plan will have more standing in the Public Service Board hearing process.

Forestry: Use of Best Management Practices for logging and processing by a landowner on land they own would have rebuttal presumption for permitting criteria.

H. 789: This legislation would adjust goals for municipal and regional plans as they relate to strengthening forest integrity by identifying forest corridors. B. Waninger will be testifying regarding suggestions on how the goals can be

accomplished. Commissioners expressed concern about being over-protective of corridors and limiting the number of corridors that can be designated. It was noted that the forest corridors run with the habitat corridors that already exist and are designated.

Executive Committee Minutes of January 4, 2016: Concern was raised about why CVRPC is participating in the Amicus Brief with regional commissions regarding the Two Rivers-Ottawaquechee Regional Commission's (TRORC) Regional Plan. It was explained that according to the Court's interpretation of the TRORC Plan, the TRORC Plan was not specific enough to stop development. The Brief is to provide information about the planning process and its issues and not an opinion on the development or whether development is good or not. It's about the Plan being a plan and not a zoning document.. The Court wanted more specificity which in actuality would make the Plan to be regional zoning. The Brief is to help draw the line between what is zoning and what is planning and planning documents. Regional Commissions are advocating that the level of specificity the Court wants is zoning and that a regional plan is a planning document. TRORC's Plan does not disallow development at the intersection being considered, but said that the development being proposed should happen in the village setting. The Executive Committee felt it was important to be part of the Brief in order to state that a regional plan should not be a zoning guide, to support the concept of the difference between planning and zoning, and that a plan should not have zoning specificity. We would be supporting how a plan should be interpreted and not what TRORC's plan says or their position regarding development. It's about how the regional plans are used. The Executive Committee was asked to reconsider what the Brief is really looking for. If our action is perceived as supporting a plan that is denying development, we should reconsider our participation. It was suggested that we could point out publicly that we are supporting the concept and not necessarily the position of the other RPC. It was stated that we do not want our action or money spent to be seen as support of TRORC over the Town of Randolph. We can support the concept of what is planning and should share the arguments of the Brief with the Commission. It's useful information to know.

Office and Grants Manager Position: Interviews have been held, and we are hoping to make an offer next week.

Central Vermont Economic Development Corporation Report: Sam Andersen noted that she and B. Waninger have been meeting to discuss how to partner in new ways when businesses want to move into our Region or expand. CVEDC is holding an online "Business Done Right the First Time" from 9:00 a.m. to noon on February 29 at the VT State College office, Stonecutter's Way, Montpelier. CVEDC is watching the workforce housing legislation and VEGI program consideration. One piece of legislation would eliminate the sun-setting of VEGI. Without the VEGI program, tools to attract businesses would be greatly reduced. Regarding regional councils of government legislation that Vermont is considering, CVEDC wants to support the towns and is not taking a position on the COG bill yet. CVEDC is waiting to see what the towns want.

Overview of Energy for Central Vermont: Panel Discussion: Joan White of the VT Department of Public Service introduced the Vermont Comprehensive Energy Plan and reviewed its goals. The Plan's overarching goals include: a vibrant and equitable economy, healthy ecosystems and a sustainable environment, and healthy Vermonters. Economic, environmental, and human health ideals can be in conflict. Implementation of a policy or program requires finding balances. Where there is consistency and an action positively impacts all of these areas, it deserves to be given greater priority. The Energy Plan's focus is to reduce total per capita energy consumption by 15% by 2025 and by more than one-third by 2050, and meet the remaining energy needs using renewable sources; 25% by 2025, 40% by 2035, and 90% by 2050. The goal is to have more electrification and less use of fossil fuels; to be more energy efficient with less energy loss and waste in the production and use of the resource. The regional planning process includes modeling of the use and reduction options, mapping of resources and facilities, and a public input process all resulting in a regional energy plan.

Linda McGinnis of the Energy Action Network discussed what it means to use less energy while having more energy come from renewable sources. It will require building efficiencies, heat pumps, efficient biomass, fewer vehicle miles driven, use of public transit, use of more electric vehicles, use of bio-fuels for heavy vehicles, efficient equipment, and increased use of solar, wind, biomass, and hydro renewable energy. One of the goals of the regional energy planning initiative is to create region-specific energy plans that help achieve State goals. The first three regional energy plans through this pilot project will be completed in 2016. The Central Vermont region is next on the list to participate in this

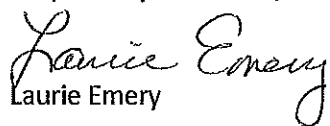
project. One of the resources used for developing an energy plan is the community energy dashboard. It is a powerful website that can be utilized to understand and analyze energy use at the local level. It will show where your town is now, where your town needs to go to meet its fair share, and how you can get there. The dashboard tools include seven ways to make energy use visible, support clean energy choices, and build community-scale awareness and change in behaviors. The tools include: developing a timeline, reviewing the statistics/data, developing actions, providing analyses, telling stories regarding energy use and behavioral changes, mapping the energy sources and uses, and developing resources. The mapping is based on using the Energy Atlas which makes it possible to map every renewable energy site in each town, add new energy and efficiency sites, use the tools to determine potential sites based on environmental, utility, and other key data, and thereby create community maps by technology, town, utility, site type and system size. This information will guide the town, and the Region, in the development of its energy plan.

Robert Dostis of Green Mountain Power reviewed the mission and infrastructure details of Green Mountain Power pointing out that they are now more the energy company of the future than just a power utility. Their fuel mix includes large hydro from Quebec, VT hydro, market purchases, nuclear from Seabrook in New Hampshire, and less than 0.3% oil and natural gas. Green Mountain Power-owned renewable generation includes: 100 MW of hydro at 32 hydro facilities; 3 MW of solar generated; and 69 MW of wind power. Green Mountain Power's 261,294 customers used 4.3 million MWh of electricity in 2015, and the peak demand in 2015 was 707 MW on January 8 between 6 and 7 p.m. Green Mountain Power's eHome program helps customers achieve their energy goals to save money, increase comfort, and lower their carbon footprint.

Panelists answered several questions following which the meeting was adjourned at 9:05 p.m.

The housing element revisions and distribution plan discussion scheduled for this evening will be placed on the agenda for March 8, 2016.

Respectfully submitted,


Laurie Emery

Central Vermont Regional Planning Commission
Executive Committee
DRAFT Minutes
February 29, 2016

Present were: B. Atwood, J. Potter, L. Hill-Eubanks, D. La Haye, T. Ruth, D. Strong, L. Hebert, E. Vorwald, and B. Waninger.

The meeting was called to order at 4:04 p.m.

Public Comment - There was no one from the public present.

Adjustments to the Agenda - None

February 1, 2016 Meeting Minutes – D. Strong moved to approve the February 1, 2016 meeting minutes with one change: modify Public Records Request, line 6, to read "...if the scope can be narrowed to specific topics."; D. LaHaye seconded. Motion carried with B. Atwood and L. Hebert abstaining as they were not present at the meeting.

Financial Report – B. Atwood noted it was nice to see CVRPC is are healthy and busy. The report was reviewed noting that revenue and expenditures are on track.

Executive Director's Report – B. Waninger discussed proposed legislation; She received a document this morning related to the Section 248, Certificate of Public Good process, and a change that would provide deference to local and regional plans. The Council of Government legislation has been modified to provide authority under existing statute to authorize regional planning commissions to work with towns on shared service agreements. Waninger said Marshfield's Local Hazard Mitigation Plan had been approved by FEMA and complimented Gail Aloisio for brining this plan conclusion. Aloisio has planned a brownfields event for Tuesday to recruit Advisory Committee members.

Contract/Agreement Approvals -

Town of East Montpelier, Village Master Plan – J. Potter recued herself from the discussion as she is the Town's contact on the project; she asked if the Committee wanted her to leave the room during the discussion. The Committee declined her leaving and asked her to provide background on the Town's project. D. Strong moved to authorize the Chair to sign the Town of East Montpelier Village Master Plan contract as presented; L. Hebert seconded. Motion carried. J. Potter recued herself from the vote.

Bennington County Regional Commission, Regional Energy Plan – E. Vorwald explained that this regional energy planning work is more detailed than what is currently in the regional plan; the RPC and municipalities can use it to move energy discussions forward. The Committee discussed whether is would be more appropriate to complete the detailed analysis first, or do complete general planning for the Regional Plan followed by the detailed energy planning? The Committee was in consensus that any Regional Plan readoption should include incorporation of approved elements. D. Strong moved to

endorse the scope of work for the Regional Energy Plan contract between BCRC and the State of Vermont as presented; J. Potter seconded. Motion carried.

Agency of Human Services, FY16 AmeriCorps*VISTA Member Service – D. Strong moved to authorize the Executive Director sign the Agency of Human Services FY16 AmeriCorps*VISTA Member Service agreement as presented; L. Hill-Eubanks seconded. Motion carried.

Watershed Consulting Associates, Engineering Services - L. Hebert moved to authorize the Chair to sign the Watershed Consulting Associates engineering services contract as presented; J. Potter seconded. Motion carried.

CVRPC Partnership Work with Bright Blue Media – Tabled for the next meeting.

Regional Plan – D. Strong asked that staff bring this back to the April meeting with a visual to assist the Committee to understand the schedule. The Committee asked that staff pause the Regional Plan energy element and move forward with updating other pieces of the Regional Plan while the regional energy planning contract is completed.

March 8, 2016 CVRPC Meeting Agenda – J. Potter brought up a point of clarification related to Commission appointment of Nominating Committee based on the Commission's bylaws and last year's actions. D. Strong moved to approve the agenda with a modification to reflect adding recognition of Laurie Emery's retirement; T. Ruth seconded. Motion carried.

Anticipated Executive Session

Legal: Amicus Brief - The Executive Committee stated legal strategy was not being discussed, and the item did not warrant Executive Session. J. Potter updated members on a conference call with the Brief's attorney last week. The first part of the brief restates the case to provide a setting. The second part of the Brief is the main focus, such as specificity of regional plans, and provides arguments related to the focus. Potter noted CVRPC could withdraw its name from the brief, but the organization had committed to providing the funds and would need to honor this commitment.

The Committee discussed various aspects of the brief's approach and the relative importance of having CVRPC mentioned by name. An email sent earlier in the afternoon by Commissioner George Malek was distributed. Committee members clarified that CVRPC's intention in participating in the Brief is the issue of the role of regional planning and the difference between plans and zoning. CVRPC's goal is to maintain a difference between planning and zoning.

T. Ruth departed at 5:30pm for a Montpelier Planning Commission meeting.

The Committee was in consensus to continue participating in the brief by name, pending review of the document and how it reflected the Commission's reason for participating. L. Herbert recommended preparing a press release to succinctly state why the CVRPC is participating in the Brief.

D. Strong departed the meeting at 5:33 pm.

T. Ruth rejoined the meeting at 5:36 pm.

The Committee asked that an Executive Committee meeting with Executive Session be warned for next week prior to the Commission meeting at 6:30 pm. The Committee asked B. Waninger to draft a press release in advance of the meeting for discussion.

Personnel: Finance and Office Manager Hiring Update - J. Potter moved that the personnel discussion related to an in-progress hiring process and would meet statutory requirements under 1 V.S.A. §313(a)(3); L. Hebert seconded. Motion carried.

J. Potter moved to enter Executive Session at 5:40pm for personnel; L. Hebert seconded. Motion carried.

J. Potter moved to exit Executive Session at 6:08pm; D. LaHaye seconded. Motion carried.

Adjourn – D. LaHaye moved to adjourn at 6:08 pm; L. Hill-Eubanks seconded. Motion carried.

Executive Director's Report

February 29, 2016

Proposals: Statewide Property Parcel Mapping Program

For the past several years, state agencies have been discussing the need for a common level of accurate and complete statewide property parcel data. Parcel information in the form of hand-drawn maps through digital data is currently developed and held by municipalities as part of their tax assessment duties. Digital data varies in its age, content, and availability.

Last year, over 200 participants representing the state, municipalities, and the private sector provided insight on the benefits and costs of parcel mapping in VT. The results yielded a positive return on investment (ROI).

- Estimated Benefit for 5 Years: Low: \$6,004,000; High: \$12,915,000
- Estimated Cost for 5 Years: \$2.4 million
- ROI Calculation for 5 Years: 1.58 to 4.55 (value above 1 is a good investment)
- Ongoing Maintenance Cost: \$214,000

Earlier this week, VTrans briefed the House Transportation Committee about a proposal to create a statewide property parcel mapping program. VTrans would administer the Program, and a Property Parcel Data Interagency Advisory Board would monitor it and make recommendations about how it could be improved to enhance its usefulness. VTrans volunteered to be the lead because it anticipates achieving the most savings. ROI and other parcel documents can be found at <https://outside.vermont.gov/sites/egcgeo/parcelwg/default.aspx>. Flyers summarizing the information is available at on the House Transportation Committee webpage at <http://legislature.vermont.gov/committee/document/2016/20/Date/2-25-2016>.

Grant Applications and Service Contracts Under Development

Rural Fire Protection Water Supply Planning – CVRPC is lead on a 3-RPC application to analyze rural fire protection needs and water supply, and to design water access sites in participating fire districts. Local fire departments, the VT Association of Conservation Districts (Rural Fire Protection Program), and the VT Dept. of Forests, Parks and Recreation are partners in the project. Local communities could use the project results to apply for funds to install hydrants and to improve Insurance Service Office (ISO) ratings. The information can also be incorporated into Local Hazard Mitigation Plans.

Local Hazard Mitigation Plans – A statewide RPC application to build on prior assistance to towns for Hazards Mitigation Plan updates in 2015 and 2016. Included in these plans are Strategies and Actions to address vulnerable town infrastructure, especially under-sized culverts

and bridges. VAPDA is seeking funds to allow each RPC to prepare conceptual designs and cost estimates to upgrade or replace these structures for several towns in their respective regions. This will enable these towns to budget accordingly in their municipal Capital Improvement Plan or prepare accurate grant applications to obtain funds. CVRPC will be contacting municipalities shortly to assess their interest in participating.

Local Hazard Mitigation Plans – After discussions with local communities, CVRPC would apply for funds to update local hazard mitigation plans in eight communities whose plans will expire in 2018.

Marshfield Zoning – The Marshfield Planning Commission has requested CVRPC assistance for a 2-year effort to create maps of natural resources and provide technical assistance related to targeted changes to its forest conservation and rural districts. Discussions about a detailed scope of work have begun.

Perspective: Planning That Matters

Planners find inspiration in many places, including large corporations. Walmart is making two major changes to its stores to make shopping easier. First, the retailer is reducing the number of products it sells in supercenters. Second, the company is lowering shelf heights near checkout areas to make it easier for shoppers to see the whole store when they walk inside. Walmart's changes reflect a cultural shift to easy-to-access, *targeted* products rather than extensive variety. Restaurants are undergoing similar shifts with the number of menu items.

Municipalities and regional planning commissions will want to pay attention to this marketing shift when it comes to plan development. Studies show that effective plans:

- Clearly document a shared vision (product);
- Accurately represent shared goals and include measurable objectives (target); and
- Identify specific actions to achieve goals and objectives.

The Agency of Commerce and Community Development has released a new Planning Manual aimed at creating more strategic plans. The Manual suggests beginning by deciding what areas to maintain, evolve, and transform, followed by goals and actions to reflect that vision. Using the Manual's approach can help communities (and regions!) target their strategies and achieve measurable and meaningful results. The Manual is available at http://accd.vermont.gov/strong_communities/opportunities/planning/manual.

Regional Energy Planning Project

A Commissioner has asked that I provide detail on this project at the March Commission meeting. Detailed information on the scope of work is attached.

In brief, this project involves:

- Defining existing and projected future energy use and generation in the region,
- Developing scenarios for how the region can meet energy goals set by the Legislature and as reflected in the Comprehensive Energy Plan by establishing of regionally appropriate targets for specific energy conservation, generation, and fuel-switching strategies,
- Completing extensive public engagement about the scenarios and targets,
- Developing a comprehensive regional energy plan that include specific strategies for conservation, energy efficiency, and reduced use of fossil fuels, and
- Completing a geographic analysis that identifies energy resources and the most appropriate locations for new renewable (thermal and electric) energy generation projects.

The Public Service Department has said it will provide funding for all eleven RPCs to initiate a similar project in 2016. Much of the data and information developed during this process can be used for town-level energy planning that, at minimum, is expected to assist towns to participate during the Certificate of Public Good process.

Note: This information is excerpted from the Public Service Department's agreement with the Bennington Regional Planning Commission (BCRC). BCRC is acting as lead RPC for this project. Areas describing CVRPC's Scope of Work are highlighted with a text box.

REGIONAL ENERGY PLANNING

ATTACHMENT A Specifications of Work to be Performed

Project Description

BCRC, with the assistance of Vermont Energy Investment Corporation (VEIC), will oversee and assist four sister Regional Planning Commissions (RPCs) with whom it subcontracts (Central Vermont Regional Planning Commission, Lamoille County Planning Commission, Southern Windsor County Regional Planning Commission, and Rutland Regional Planning Commission) in developing detailed energy components of each region's Regional Plan pursuant to their related statutory responsibilities as required by 24 V.S.A. Chapter 117, Subchapter 3. The work will build on data, tools, methodology, best practices, and lessons learned from the regional energy planning pilot program currently underway in contract # 28403. The energy plans will advance the State's energy and climate goals while being consistent with local and regional needs and concerns, and will provide specificity to enable progress of each region toward those goals. The RPCs will work cooperatively during the project, sharing resources and developing the plans using a consistent format. This level of coordination will improve the planning process and achieve cost efficiencies.

The work to be completed by the RPCs and overseen by BCRC, which is described in greater detail in Addendum I, covers three key areas: (1) establishment of regionally appropriate targets for specific energy conservation, generation, and fuel-switching strategies; (2) development of comprehensive regional energy plans that include specific strategies for conservation, energy efficiency, and reduced use of fossil fuels, and (3) a geographic analysis that identifies energy resources and the most appropriate locations for new renewable (thermal and electric) energy generation projects. This work will require involvement of appropriate state, regional, and local stakeholders to identify opportunities, challenges, resources, and constraints and to provide key input at various phases of plan development.

BCRC will also subcontract with and oversee the work of VEIC, which will participate in the project by developing future energy scenarios and strategies for each region using the Long-Range Energy Alternatives Planning (LEAP) model. Each region will work with VEIC to create regionally appropriate scenarios for a mix of conservation, renewable thermal and electric energy generation (local and/or imported), and fuel-switching targets.

Contract Oversight

Funds are provided to the BCRC to support the provision of services and completion of products specifically described in this Attachment and in Addendum I, and must be used in a manner that conforms to all relevant State standards. The services performed under this Contract shall be monitored by State assigned staff. Reporting requirements will include performance expectations

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and deliverables, as described herein and in Addendum I. Any changes to time, scope, and/or resources shall be discussed in advance and the impacts to the work to be performed will be determined and reduced to writing by the State and the RPC in the form of a contract amendment.

Deliverables

1. BCRC will deliver a draft of the results of initial LEAP analysis for each region supporting preliminary regional milestones for energy conservation, efficiency, fuel-switching, and renewable thermal and electric supply no later than May 1, 2016. The draft shall include a discussion of the inputs to and assumptions made in the model.
2. BCRC will deliver a mid-project "lessons learned" summary of the work completed by all four participating RPCs no later than November 15, 2016. The report will conform to any required format distributed by the State, and will address activities completed and relevant lessons learned pursuant to Attachment A and Addendum I since contract commencement. It will include summaries and results of statewide and regional total energy and energy sector analysis, modeling, and scenario development; draft maps of regional thermal and electric energy resource potential and site constraints; summaries and outcomes of state, regional local, and other stakeholder calls and meetings; and lessons learned.
3. BCRC will deliver draft regional plans for Central Vermont Regional Planning Commission (CVRPC), Lamoille County Planning Commission (LCPC), Southern Windsor County Regional Planning Commission (SWCRPC, and Rutland Regional Planning Commission (RRPC) no later than May 31, 2017. The draft plans for each region shall include the following elements and should, to the extent practicable, follow the best practices for energy and transportation planning as articulated by the American Planners Association:
 - a. Total Energy
 - i. Baseline energy usage across all sectors and existing sources of thermal and electric generation for the region
 - ii. 2025, 2035, and 2050 milestones for energy conservation, efficiency, fuel-switching, and renewable thermal and electric supply
 - b. Thermal Efficiency and Alternative Heating Systems
 - i. Analysis of regional conservation, efficiency, and conversion to alternative heating fuels/systems required to achieve 2025, 2035, and 2050 milestones
 - ii. Recommended pathways toward achieving milestones, based on total energy and sector analysis and stakeholder engagement to date
 - c. Transportation System Changes and Land Use Strategies
 - i. Analysis of regional transportation system changes required to achieve 2025, 2035, and 2050 milestones

Note: This information is excerpted from the Public Service Department's agreement with the Bennington Regional Planning Commission (BCRC). BCRC is acting as lead RPC for this project. Areas describing CVRPC's Scope of Work are highlighted with a text box.

- ii. Recommended pathways toward achieving milestones, based on total energy and sector analysis and stakeholder engagement to date
 - d. Conserving Electricity and Improving Efficiency of Delivery and End Use
 - i. Analysis of regional conservation and efficiency necessary to achieve 2025, 2035, and 2050 milestones
 - ii. Recommended pathways toward achieving milestones, based on total energy and sector analysis and stakeholder engagement to date
 - e. Mapping Energy Generation Resources and Constraints
 - i. Map of existing generators and renewable thermal and electric resource potential, based on statewide resource mapping and known resources and constraints
 - ii. Assessment of the adequacy of the unconstrained resource base to meet projected renewable thermal and electric generation needs based on resource analysis completed to date
- 4. BCRC will deliver a final report and "lessons learned" summary of the work completed by all four participating regional commissions no later than December 31, 2017. The report will conform to any required format distributed by the State, and will address activities completed and relevant lessons learned pursuant to Attachment A and Addendum I over the entire contract period. It will include final summaries and results of statewide and regional total energy and energy sector analysis, modeling, and scenario development; final regional maps identifying renewable thermal and electric energy resources, site constraints, and assessment of the adequacy of the unconstrained resource base to meet projected generation needs; summaries and outcomes of state, regional, local, and other stakeholder calls and meetings (including identification of changes made to scenario development and maps based on input from those meetings); and lessons learned.
- 5. BCRC will ensure completion of the final regional plans for CVRPC, LCPC, SWCRPC, and RRPC, their advancement to a vote of the full RPCs, and their delivery to the DPS no later than February 1, 2018. The final plans shall include the same elements as included in the draft plan, refined based on state, regional, and local stakeholder input and on more detailed LEAP analysis, along with specific actions for each sector that would lead to attainment of 2025, 2035, and 2050 milestones. Final regional generation maps will show areas of high potential for thermal and electric renewable resource development and will include an assessment of the adequacy of the unconstrained resource base to meet projected renewable electric and thermal generation needs based on resource analysis.

Upon receipt of each Report submission, the State, in order to fully assess the effectiveness of this contract, may require additional information, consistent with this scope of work, from BCRC and/or its subcontractors. If any Deliverables are not provided to the State by BCRC in a timely and complete manner, the State may institute the process established in Section 5 of Attachment D.

Note: Except for overall project management, CVRPC would participate in all activities described below.

Addendum I

Bennington County Regional Commission Work Plan and Performance Measures

PROJECT OUTCOME

Development of high-quality, detailed, and practical energy plans for Central Vermont Regional Planning Commission (CVRPC), Lamoille County Planning Commission (LCPC), Southern Windsor County Regional Planning Commission (SWCRPC), and Rutland Regional Planning Commission (RRPC), based on the best practices for energy and transportation planning as articulated by the American Planners Association, that advance the State's energy and climate goals while being consistent with local and regional needs and concerns. Document work done and lessons learned for future application to all Vermont Regional Planning Commissions.

ACTIVITIES

1. Draft Regional Energy Plan Development
 - a. Coordination and Project Start-Up
 - i. Introduction of project, CEP background, LEAP model to RPC commissioners
 - ii. Project kick-off meeting with RPC staff, Department of Public Service, and VEIC to review RPC pilot projects to date and data and resources available through done in the pilots.
 - b. Regional Analysis and Scenario Development
 - i. Total Energy: The Comprehensive Energy Plan provides a policy framework for advancing statewide energy goals. Based on that framework, RPCs will work with the Department of Public Service and VEIC to develop scenarios directed at meeting the state's energy goals.
 1. As a first step, baseline data for energy usage across all sectors and existing sources of thermal and electric generation - for each region - will be identified.
 2. Working with the Department of Public Service and aligned with the 2016 Comprehensive Energy Plan (CEP) process, 2025 and 2035 milestones for moving toward energy conservation, efficiency, fuel-switching, and renewable energy supply goals for each region will be established.
 - ii. Thermal Efficiency and Alternative Heating Systems: Regional analysis based on state framework and LEAP analysis milestones to understand level of energy conservation, efficiency, and conversion to alternative heating fuels/systems needed to meet goals by region.

Note: Except for overall project management, CVRPC would participate in all activities described below.

- iii. **Transportation System Changes and Land Use Strategies:** RPCs review existing land use and transportation plans and LEAP analysis in the context of achieving regional energy milestones and state energy goals.
- iv. **Conserving Electricity and Improving Efficiency of Delivery and End Use:** Regional analysis based on state framework and LEAP analysis milestones to understand level of conservation and end use efficiency needed to meet goals by region.
- v. **Mapping Energy Generation Resources and Constraints:** Regional analysis based on state framework and LEAP analysis milestones to understand the potential for renewable generation in each region. Identification of an appropriate number of annual MWh of renewable electric generation that might be expected from each region by 2025, 2035, and 2050 in order to maintain a trajectory toward CEP goals. In parallel with this analytical effort, RPC staff will be trained in the use of available GIS data and tools. The training will be designed to ensure consistent application of these tools in a way that will help inform decisions about the most appropriate locations for generation projects.
- c. **State, Regional, and Local Coordination**
 - i. **Total Energy:** Ongoing coordination at the statewide level, through cooperation among all RPCs and the Department of Public Service, will be necessary to ensure that the collection of individual regional plans effectively addresses statewide goals. It is expected that this will be an iterative process at both the regional and state level as decisions are made concerning the relative levels of generation, conservation, and alternative fuels in each region.
 - ii. **Thermal Efficiency and Alternative Heating Systems:**
 - 1. **State:** Review relevant sections of the 2016 Comprehensive Energy Plan and findings from the RPC pilot projects, and reach out to state stakeholders as needed (such as Efficiency Vermont, electric and natural gas utilities, Department of Public Service, Weatherization Assistance Program service providers, NeighborWorks organizations, and others) in order to identify existing resources and develop strategies for public education, delivery of weatherization services, and expanded use of alternative heating systems.
 - 2. **Regional and Local:** Regional and sub-regional meetings with local energy committees, housing organizations, business groups, and other interested parties to plan specific education and outreach efforts, identify most effective implementation programs and

Note: Except for overall project management, CVRPC would participate in all activities described below.

activities, and identify local policies that could be implemented to help reach milestones. (To include identification of locations with suitable density and thermal energy demand for the potential use of biomass or biogas district heating systems, with or without CHP capability.)

iii. Transportation System Changes and Land Use Strategies

1. State: Review relevant sections of the 2016 Comprehensive Energy Plan and findings from the RPC pilot projects, and reach out to state stakeholders as needed (such as Department of Public Service, Vermont Agency of Transportation, and Agency of Commerce and Community Development) to identify and discuss actions needed to transform vehicle fleet, expand public transportation and rail service, and focus new development into concentrated mixed use areas; identification of required local/regional actions in the context of expected or proposed state and federal actions.
2. Regional and Local: Regional meetings with towns, transportation agencies and interests, downtown and village center organizations to identify specific local actions that can be taken to provide effective public education and outreach and to begin development of infrastructure necessary to achieve transportation and land use objectives that will support achievement of state energy goals.

iv. Conserving Electricity and Improving Efficiency of Delivery and End Use

1. State: Review relevant sections of the 2016 Comprehensive Energy Plan and findings from the RPC pilot projects, and reach out to state stakeholders as needed (such as Efficiency Vermont and Department of Public Service) to determine appropriate strategies for driving residential, commercial, public sector, and industrial electricity conservation.
2. Regional and Local: Meeting to identify actions above and beyond those within the purview of the statewide EEUs (i.e., conservation, behavioral change, etc.) and to understand interplay of statewide efficiency actions with local total thermal and transportation options.

v. Mapping Energy Generation Resources and Constraints

1. State, Round 1: A training session led by BCRC and run by relevant staff from the pilot RPCS will be held for CVRPC, LCPC, SWCRPC, and RRPC and any additional RPCs who may wish to addend. Invitations will be extended to the Agency of Natural

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Resources, the Department of Public Service, Department of Health, Agency of Agriculture, Agency of Commerce and Community Development, Vermont Center for Geographic Information, Vermont Sustainable Jobs Fund, utilities, and VELCO to assist in identification of resources and constraints available on a statewide basis to include in the analysis that may have changed since the initial mapping was done in the pilots.

2. Regional and Local, Round 1: meetings of participating RPCs and outreach to identify additional energy resource areas and/or constraints (e.g., municipally owned land that a town would like to see used for energy development, historic areas, residential neighborhoods, critical scenic resources, etc.).
3. State, Round 2: A second round of meetings of participating RPCs with the Department of Public Service to check on compatibility of regional maps (below) and identify any issues that need to be addressed prior to production of final renewable generation resource maps.
4. Regional and Local, Round 2: Regional meetings to review maps with municipalities, provision of maps for each town.

d. Writing Draft Plans

- i. Thermal Efficiency and Alternative Heating Systems: RPCs prepare regional energy plan elements that include specific actions for education, outreach, policy, and collaboration with local and state groups to implement weatherization, fuel-switching, and heating system initiatives.
- ii. Transportation System Changes and Land Use Strategies: RPCs prepare regional plan elements related to transportation system and attainment of regional and state energy goals.
- iii. Conserving Electricity and Improving Efficiency of Delivery and End Use: RPCs prepare regional energy plan elements that include specific actions for education, outreach, and policy on conservation measures and programs in order to encourage people and businesses to utilize existing programs and incentives.
- iv. Mapping Energy Generation Resources and Constraints: Maps will be produced by each RPC showing areas of high potential, based on resource availability, infrastructure, and known constraints, for various types of renewable generation facilities: wind, solar, hydro, and biogas/biomass/CHP. This effort will produce dynamic information and mapping that will continue to evolve over time.

Note: Except for overall project management, CVRPC would participate in all activities described below.

1. Coordinated review among RPCs, agencies and departments – agreement on final protocols and map templates.
2. RPCs produce final draft of siting potential maps (that will then be refined).
3. Production of final regional generation maps showing areas of high potential for energy development (by technology/resource).

PERFORMANCE MEASURES FOR DRAFT PLANS

What was done (Y/N)?	To what extent and well was it done (for all four Regions)?
Project kickoff	Intro meeting for Commissioners was held (date, # and type of attendees, outcomes)
	Project kickoff meeting was held (date, # and type of attendees, outcomes)
Regional energy analysis	Total energy analysis completed and included (summarize outcomes of analysis)
	Thermal analysis completed and included (summarize outcomes of analysis)
	Transportation analysis completed and included (summarize outcomes and specific goals)
	Conservation and efficiency analysis completed and included (summarize outcomes and specific goals above and beyond efficiency utility activities)
Regional scenario development	Description included of total energy milestones developed based on LEAP modeling, coordination across RPCs and with partners, and LEAP model training
	Description included of specific goals developed for thermal efficiency and alternative heating, based on LEAP modeling
	Description included of specific goals developed for transportation system changes and land use strategies, based on LEAP modeling
	Description included of specific goals developed for conserving electricity and improving efficiency of delivery and end use, based on LEAP modeling.
Regional mapping	Regional analysis and map of existing thermal and electric generation resources as well as potential renewable thermal and electric generation based on high potential renewable energy resources, regional energy use, LEAP model, and land use constraints included
Statewide, regional, and local coordination	Description included of coordination with state, regional, and local on total energy activities (# of meetings/calls, participants, and outcomes)
	Description included of coordination with state, regional, and local organizations on thermal efficiency and alternative heating activities (# of meetings/calls, participants, and outcomes)
	Description included of coordination with state, regional, and local organizations on transportation system changes and land use strategy activities (# of meetings/calls, participants, and outcomes)
	Description included of coordination with state, regional, and organizations on conserving electricity and improving efficiency of delivery and end use activities, beyond efficiency utility activities (# of meetings/calls, participants, and outcomes)

Note: Except for overall project management, CVRPC would participate in all activities described below.

	Description included of coordination with state, regional, and local organizations to identify energy resources, constraints, and potential generation sites, as well as results of regional meetings to review results and gain feedback (# of meetings/calls, participants, and outcomes)
Draft plan development	Draft thermal efficiency and alternative heating systems section included, based on LEAP analysis, scenario development, and input from state/regional/local organizations
	Draft transportation system changes and land use strategies section included, based on LEAP analysis, scenario development, and input from state/regional/local organizations
	Draft conserving electricity and improving efficiency and delivery of end use section included (beyond efficiency utility actions), based on LEAP analysis, scenario development, and input from state/regional/local organizations
	Draft state/regional maps of high potential areas/sites maps included, based on LEAP analysis, scenario development, and input from state/regional/local organizations (including assessment of potential generating capacity and summary report)

2. Mid-Project Report

- a. Summarize activities to date, making sure to address each of the performance measures above.
- b. Provide a summary of "lessons learned" to date that would be useful for other RPCs developing energy plans.

3. Final Regional Energy Plan Development

- a. RPCs merge space heating, transportation/land use, electricity conservation, and appropriate results from mapping/facility siting sections into draft regional energy plans.
- b. RPCs distribute draft plans to the Department of Public Service, towns, and other interest groups for review.
- c. Regional meetings on the draft plans – comments and suggestions received.
- d. RPCs make revisions to the draft plans, prepare final draft regional energy plans and distribute to towns, interest groups, and state agencies and departments.
- e. RPCs receive comments from towns, agencies and departments, and other interests and schedule/hold public hearings.
- f. RPCs make any final changes to the plans, hold hearings on the final regional energy plans.
- g. RPCs advance final regional energy plans to a vote of the full RPCs and distribute any adopted plans (and final plans, as appropriate) to municipalities and state agencies and departments, including the Department of Public Service.

Note: Except for overall project management, CVRPC would participate in all activities described below.

PERFORMANCE MEASURES FOR FINAL PLANS

What was done (Y/N)?	How well was it done (for all four Regions)?
Final plan development	Draft plans provided to DPS and state, regional, and local organizations for review (list of organizations to whom report was distributed)
	Summary included of regional meetings held (# and location of meetings, # and type of attendees, summary of input received)
	Draft plans revised based on comments (marked up and clean versions of plans, along with summary of changes made based on input received)
	Final drafts prepared and hearings held (# of hearings held, location and # of attendees)
	Final plans completed and advanced to a vote of the full RPCs, and submitted to DPS; DPS assisted with coordinating the CEP process (final plans along with summary of any changes made based on public hearings, status and description of the plan adoption process, and description of any CEP-related activities)

4. Final Project Report

- a. Summarize contract activities, making sure to address each of the performance measures above (and appending the summary addressing performance measures from the mid-term report).
- b. Provide a summary of “lessons learned” for the entire project/contract term that would be useful for other RPCs developing energy plans.

Regional Plan Update: Staff continues to work on the regional plan update. Staff met with a working group to and develop a draft energy element. This draft was reviewed by the Draft Review Committee. Updates to the draft will be incorporated and go back to the working. CVRPC's VISTA volunteer, Marian Wolz, is developing a public engagement strategy for the Energy Element and the finalized Plan. Contact Eric Vorwald, vorwald@cvregion.com or Gail Aloisio, aloisio@cvregion.com.

Regional Energy Plan: CVRPC will begin work on a regional energy plan. Work will begin in April. Information from this effort will be used to inform the Regional Plan's energy element and will go beyond that discussion to include information on siting and regional share of renewable energy sources.

Municipal Technical Assistance: Williamstown – Staff reviewed the draft Williamstown Town Plan for consistency with the statutory planning goals prior to the Town holding its first public hearing. The Williamstown Planning Commission will hold a public hearing on the draft Town Plan on March 7, 2016.

Moretown – Staff received a request from the Town of Moretown to review and consider approval of their newly adopted Town Plan. Per statute, a municipality may request that a regional planning commission review and determine if a municipal plan is consistent with the regional plan. If the regional planning commission finds that the plan is consistent, the municipality will be eligible for additional funding through the State for certain planning funds. Staff anticipates the Moretown Plan will be before the full Commission at their April 12 meeting for consideration.

East Montpelier -- Village Master Plan -- Staff held a kick-off meeting to begin the East Montpelier Village Master Plan. The meeting was well attended and included members of the select board, the planning commission, and the public. Staff will continue to work on this project over the next 15 months with an updated master plan and proposed zoning as anticipated outcomes.

Enhanced Consultations: Staff completed an enhanced consultation with the Town of Cabot where staff and the Planning Commission discussed their existing Plan which expires in 2017. Additionally, staff has scheduled a consultation with the Town of Berlin for March 23, and is in the process of scheduling consultations with Marshfield and Waitsfield to complete the F 2016 municipal consultations.

Rural Fire Protection Water Supply Planning: CVRPC is lead on a 3-RPC application to analyze rural fire protection needs and water supply, and to design water access sites in participating fire districts. Local fire departments, the VT Association of Conservation Districts (Rural Fire Protection Program), and the VT Dept. of Forests, Parks and Recreation are partners in the project. Local communities could use the project results to apply for funds to install hydrants and to improve Insurance Service Office (ISO) ratings. The information can also be incorporated into Local Hazard Mitigation Plans.

Emergency Planning and Hazard Mitigation: Staff contacted all EMD's and other key town officials in the region concerning the 2016 LEOP update and submittal by May 1, and extended the invitation to meet with the communities to assist with the updates. Staff will be meeting with Roxbury, Calais, East Montpelier, Worcester, Orange, Plainfield, and Barre Town. Worcester reached out for training of their new select board member in anticipation of having a certified LEOP this year.

Staff provided administrative and organizational support to the LEPC 5 for their March 7 meeting.

CVRPC continues to promote and encourage training in our Region for all first responders in an effort to meet the requirements of DEMHS to have all first responders trained in ICS 100 and ICS 200. 2016 dates have been scheduled and can be viewed by going to <http://vem.vermont.gov/event>. Contact Laura Ranker for assistance with any specific emergency management planning and training needs for your community at ranker@cvregion.com.

Local Hazard Mitigation Plans (statewide): A statewide RPC application is being developed to build on prior assistance to towns for Hazard Mitigation Plan updates in 2015 and 2016. Included in these plans are strategies and actions to address vulnerable town infrastructure, especially under-sized culverts and bridges. VAPDA is seeking funds to allow each RPC to prepare conceptual designs and cost estimates to upgrade or replace these structures for several towns in their respective regions. This will enable these towns to budget accordingly in their municipal Capital Improvement Plan or prepare accurate grant applications to obtain funds. CVRPC will be contacting municipalities shortly to assess their interest in participating.

Local Hazard Mitigation Plans (LHMP): The Town and Village of Marshfield received formal approval of their joint LHMP. Congratulations to everyone who helped create the Plan! Marshfield is now eligible to apply for Hazard Mitigation Funding for projects such as culvert upgrades and buyouts of flood damaged buildings. Work under the Hazard Mitigation Grant Program “mega grant” for nine towns continues. Staff met with the Towns of Cabot and Orange to begin the update process in their communities. Barre Town, Roxbury, Worcester, and Middlesex are gearing up for their plan updates, as well. If your community is interested in technical assistance from CVRPC, please contact Gail Aloisio at aloisio@cvregion.com or Laura Ranker at ranker@cvregion.com

Trainings and Workshops: Staff continues to forward training notices and announcements to our local emergency management contacts and town officials. The recent Rail Car Incident Response training course was forwarded to all the CVRPC communities along the rail road with particular emphasis given to Roxbury and Northfield who have expressed an interest in such training. Further information on the course can be found on the RDPC website <https://www.ruraltraining.org/training/schedule/2016-04-30-awr147-wellsriver-vt-001/>. Register through DEMHS.

Transportation Planning Initiative: Staff gathered data to prioritize the Region’s Transportation projects and is conducting a Complete Streets survey. Staff also conducted outreach for the reduction to one lane with alternating traffic for the Moretown 100B Bridge, and staff is evaluating data to identify the Region’s High Risk Rural Roads.

GIS/Fluvial Erosion Hazard: Staff continued work on Worcester’s parcel mapping update and updated maps for Marshfield of their Town Forest.

Brownfields: CVRPC is accepting applications for Brownfields assessment and clean up planning from interested parties. On March 2, staff showcased the accomplishments and partnership of the Brownfields Program to prospective committee members. The gathering also included a tour of the Blanchard Block in downtown Barre City. For information on CVRPC’s Brownfields program, contact: Gail Aloisio, Aloisio@cvregion.com.

Water Quality: Staff attended the regional planning commission working group to discuss the status of the municipal roads general permit and the existing impervious surfaces three-acre rule.

Northfield Village Green Stormwater: Staff hosted a site visit for this project and assisted in the review and selection of the consultant who will finish the design and provide construction oversight.

Wrightsville Beach Recreation District: Staff provides administrative, fiscal, and technical assistance to the District. The website for Wrightsville Beach has photos of the shelters and amenities; visit www.wrightsvillebeachvt.com. Shelter reservations are now being made online at the WBRD website or by contacting the Beach Manager, Collin O’Neil.

Project Review Committee: Staff continues to receive and review applications for permits under Act 250 and certificates of public good under the Section 248 process. No applications have been received that have triggered Significant Regional Impact. Staff will try to convene a Project Review Committee meeting in March to review recent activity and continue the discussion on procedures for the committee.

Remember to visit CVRPC’s web site at www.centralvtplanning.org to view our blog and for the latest planning publications and news.

Proposed Revisions to the Draft Safe & Affordable Housing Element

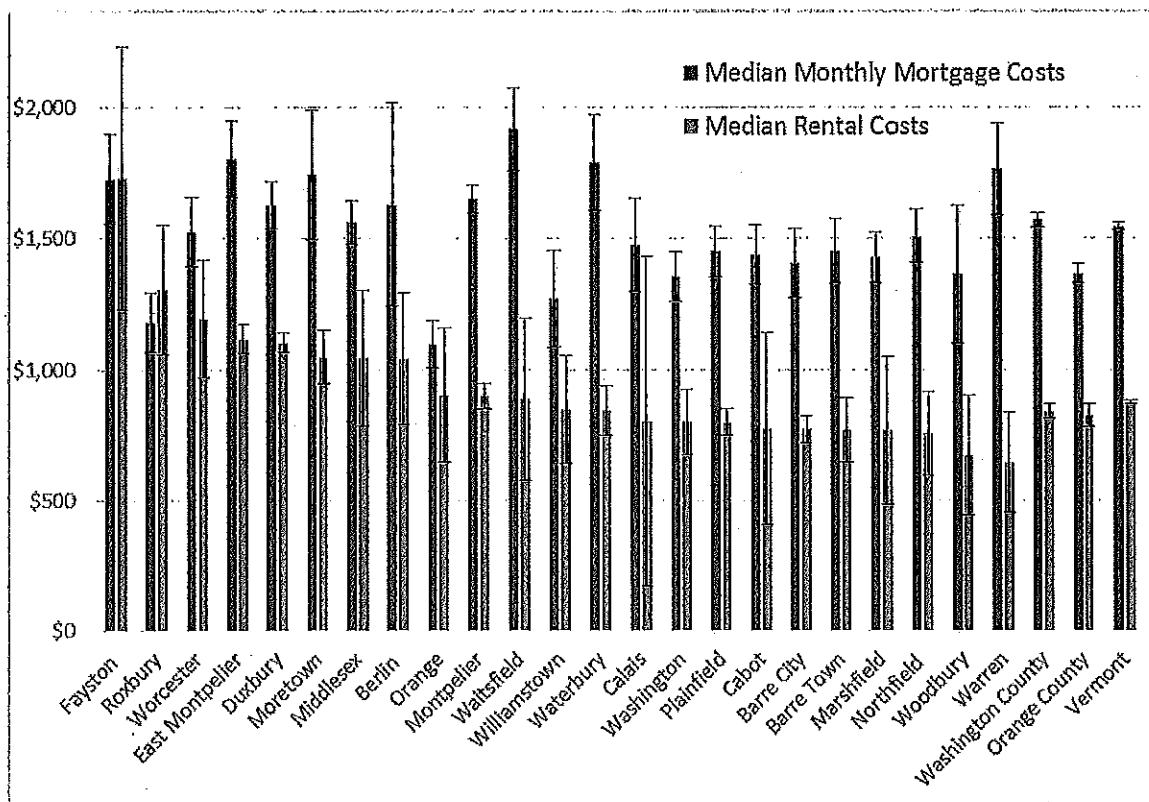
The following text identifies revisions and insertions to be applied to the Draft Safe and Affordable Housing Element distributed to Commissioners on Dec. 2nd, 2015.

Page 25, Line 25:

"As shown in Figure 5 below, and factoring in margin of error, the large majority of towns have median mortgage costs higher than rental costs. In Fayston and Roxbury however it is likely that median rental costs are equal or higher than median mortgage payments. In Fayston this could be due to the seasonal rental market that caters towards ski rentals. Roxbury has the second lowest median monthly mortgage costs in the Region.

Margin of error is shown in dollar amounts by the vertical error bars. Margin of error was calculated by the Vermont Housing Finance Authority using ACS 5-year data and can be found on Housingdata.org. Each data value was deemed 'most reliable' for ACS estimate reliability except for Calais Median Rental Costs which were deemed 'less reliable'."

Page 11, Line 1, Figure 5:



strip development are threatening towns' character, despite the stated desires of municipal plans."

Page 28, Line 8.5

"Policy: Regional and local planning should address the inter-related nature of factors that affect meeting regional housing needs.

Action: Provide consultation to sub-regions of municipalities on the issues they face in contributing to regional housing needs"

Page 30, Line 4.5:

"Action: Set a benchmark to be used to measure regional progress toward increasing the percentage of residential development in Regional and Town Centers.

Page 30, Line 16.5:

"Action: Develop a database of existing housing in the region based on data such as Municipal Grand Lists."



MEMO

To: Central Vermont Regional Commissioners

From: Regional Plan Draft Review Committee

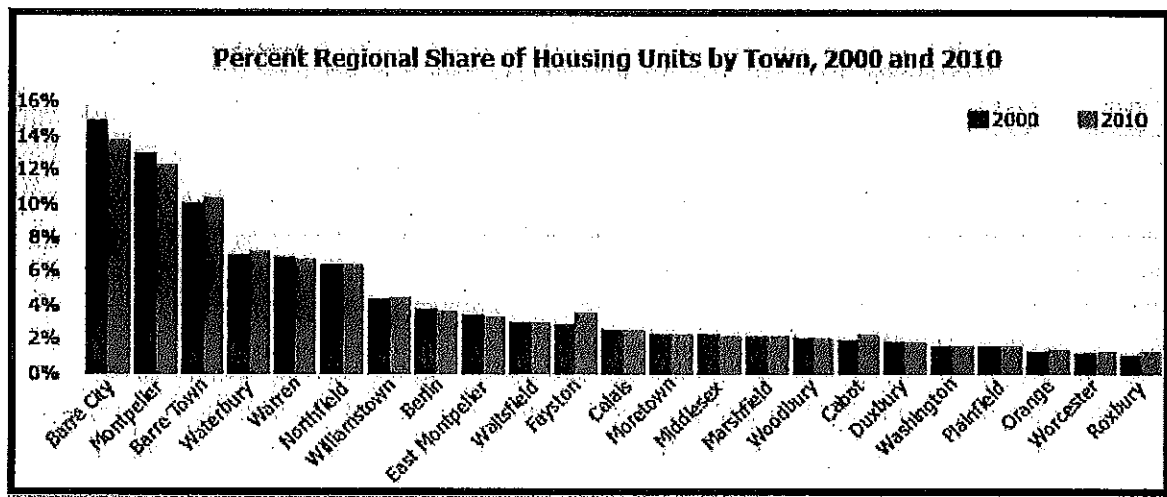
RE: Recommended Alternative to the Regional Housing Distribution Plan

The CVRPC 2008 Regional Plan includes a Regional Housing Distribution Plan that was developed through the work of a Housing Committee over the course of 2006-2008. The Distribution Plan in its final form set out to address the following issues:

- forecasts that larger towns would contribute lower percentages to the regional housing total through the year 2020
- each municipality contribute towards meeting the total housing demands of the region at similar rates as the year 2000
- statutory requirements to identify housing needs for all economic groups in the region and its communities, and promote the development of housing suitable to meet those needs (Ch. 117 Sections 4347 and 4348(a)(9))

The process of developing a revised Regional Plan Housing Element has included analysis and review to determine if these issues are still of concern for the region, and if continuation of a Housing Distribution Plan is an effective approach to addressing such issues. The Regional Plan Draft Review Committee (DRC) recommends discontinuing the Housing Distribution Plan. Although some contribution issues are still present, alternative approaches will allow the Regional Commission to more effectively leverage its role and resources to meet regional housing needs.

An analysis of housing growth by municipality demonstrates that larger towns, namely Montpelier and Barre City, experienced decreases in their share of total regional housing units between 2000 and 2010 (see chart below). Other towns, specifically Northfield and Plainfield, which were forecasted in the Housing Distribution Plan to contribute lower percentages, did not experience notable decreases in their share of total units from 2000-2010. These two towns, like the majority in the region, continued to contribute similar shares of housing units.



Distribution Plan is proposed to devote CVRPC resources to addressing inter-municipal housing issues and the challenges municipalities face for meeting local and regional housing needs. The recommendation will be pursued as an implementation action under the 2016 Central Vermont Regional Plan (see attachment outlining Draft Housing Element revisions).

Action: Provide consultation to sub-regions of municipalities on the issues they face in contributing to regional housing needs

CVRPC will conduct one consultation per year. Criteria for delineation of sub-regional boundaries will be developed by an ad-hoc working group. This group will also prioritize the order in which sub-regions will be consulted, and define specific services consultation will provide. To help sub-regions better understand the housing issues which connect them, and provide the appropriate tools and expertise to address concerns specific to that sub-region, consultations could include the following:

- Staff review of Municipal Plan Housing Elements to identify common barriers affecting contribution to regional housing needs
- Staff research and analysis to better characterize identified issues (information can be included in Municipal Plans)
- Forum of sub-regional housing stakeholders & municipal officials to further identify issues and strategies to address them
- Recommendations that can be incorporated into Municipal Plans and/or pursued through further sub-regional collaboration

It is anticipated that these sub-regional consultations will help nearby municipalities and the region to more closely understand the housing issues that connect them and most importantly, prioritize those most likely to effect progress. Areas necessitating further investigation may be targeted for regional or sub-regional inventory or analysis. Topics worthy of concerted or region wide planning education can also be clarified. Sub-regions will also have the opportunity to prioritize Municipal Plan revision necessities, opportunities to enhance land use regulations, and non-regulatory projects that support meeting both local, sub-regional and regional housing needs.