



## **Regional Plan Committee Special Meeting**

**May 20, 2025 at 4:00 pm**

29 Main Street, Suite 4, Montpelier, VT 05602

To join Zoom meeting:

<https://us02web.zoom.us/j/87815276521?pwd=Mmw5U080SGpCTUFNVHZFSEERQUlI0dz09>

Meeting ID: 878 1527 6521, Passcode: 783374

One tap mobile (929)436-2866 or 1(301)715-8592

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### **AGENDA**

<b>4:00 pm</b>	<b>Adjustments to the Agenda</b>
	<b>Public Comment</b>
<b>4:05 pm</b>	<b>Approval of Minutes (action)</b>
<b>4:10 pm</b>	<b>Infrastructure and Construction Costs for Housing</b>
	<b>Development (discussion)</b>
<b>4:45 pm</b>	<b>Updates on Land Use Review Board Meeting (discussion)</b>
<b>4:55 pm</b>	<b>Updates on Future Land Use Map (discussion)</b>
<b>5:25 pm</b>	<b>Meeting topics for June 4, 2025</b>
<b>5:30 pm</b>	<b>Adjourn</b>

**Next meeting: June 4, 2025**

# CENTRAL VERMONT REGIONAL PLANNING COMMISSION

## Regional Plan Committee

### Special Meeting

### Draft Minutes

**April 15, 2025 4:00 – 5:30 pm**

29 Main Street, Suite 4, Montpelier, VT 05602

Remote Access Via Zoom

#### Committee Members:

X	Alice Peal, Waitsfield Alternate Rep
	Vacant
X	Doug Greason, Waterbury Rep
X	Mike Miller, Montpelier Alternate Rep
X	John Brabant, Calais Rep

Staff: Christian Meyer, Brian Voigt, Eli Toohey, Will Pitkin (in person)

James Crafts, Warren Rep

Public: Stephen Whitaker, Montpelier; Renee Carpenter, East Montpelier; Celina Barton, East Montpelier

A. Peal Called the meeting to order at 4:03PM

#### Adjustments to the Agenda

No adjustments to the agenda.

#### Public Comment

S. Whitaker commented on the importance of CVRPC's role in assisting permit application review and suggested that CVRPC re-examine its triggers for participation in such reviews, especially as exemptions are introduced for certain state permits. S. Whitaker also expressed concerns with the City of Montpelier's plans to facilitate housing development on Country Club Road and how the Regional Plan might impact those plans. S. Whitaker expressed concern for potential conflicts of interest with members of the committee who also work for member municipalities. C. Meyer noted that all commissioners agree to abide by CVRPC's conflict of interest policy and that the Regional Plan Committee is an advisory committee. J. Brabant further noted that

#### Approval of Minutes

M. Miller requested clarification of one discussion item in the draft 4/1/2025 minutes related to grey areas in how to map certain rural areas on the Regional Plan Future Land Use Map. The draft minutes read "Committee members generally expressed a preference for keeping farming and agricultural lands that are also conserved as mapped under the Rural – Conservation category instead of Rural – Agriculture and Forestry when lands fall into a grey area in the mapping methodology." M. Miller asked whether that accurately reflected the sentiment of the committee's discussion; A. Peal stated that she

1 remembered the discussion in question leaning toward mapping those areas as Rural – Conservation in  
2 order to maximize conservation protection but that the committee did not reach any definitive  
3 conclusions on the matter and could revisit the question at a later date.

4  
5 D. Greason moved to approve the draft 4/1/2025 meeting minutes, J. Brabant seconded, all in favor,  
6 motion carried.

#### 7 8 **Short-Term Rentals**

9 A. Peal commended E. Toohey’s summary of short-term rental regulations at the state and municipal  
10 levels in VT and noted several additional options available to municipalities, including capping the  
11 number of allowable guests per unit at two guests for each bedroom in municipal regulations.

12  
13 D. Greason suggested modifying the strategy related to short-term rentals in the draft Housing Chapter  
14 to include technical assistance to municipalities to help draft short-term rental-related ordinances in  
15 addition to helping create short-term rental registries. The committee discussed how municipalities  
16 have successfully developed regulations, including the roles played by the Vermont League of Cities and  
17 Towns, consultants, and regional planning commissions and whether such regulations were more  
18 effective as standalone ordinances or as part of zoning bylaws.

19  
20 The committee discussed whether a regional short-term rental regulation would make sense given  
21 municipalities’ varying stances on short-term rentals; B. Voigt noted that the authority to regulate short-  
22 term rentals is at the municipal and state levels, not the regional level.

23  
24 Discussion turned to short-term rental registries. The committee discussed the most appropriate fees  
25 for short-term rental registries; the committee noted that such fees could help cover the costs to  
26 municipalities for using the software that the registry would be based on and potentially help defray  
27 other costs to the municipalities, but registry fees are not an effective deterrent to the conversion of  
28 permanent housing units to short-term rentals.

#### 29 30 **Infrastructure and Construction Costs for Housing Development**

31  
32 This discussion item was tabled until a future committee meeting because E. Toohey had to leave to  
33 attend another meeting. E. Toohey encouraged committee members to read H. 479, a bill currently in  
34 the legislature that attempts to address many issues related to infrastructure and construction costs for  
35 housing development.

#### 36 37 **Updates on Future Land Use Map**

38  
39 A. Peal asked B. Voigt to reiterate his explanation from the 4/1/2025 meeting of why he was starting by  
40 mapping the most rural land use categories then moving in increasing order of development. B. Voigt  
41 stated that this approach would maximize conservation of high-priority areas by setting those aside first  
42 before determining areas where CVRPC wants to focus development. C. Meyer added that the mapping  
43 approach was really starting with the highest-priority areas for conservation and the highest-priority  
44 areas for development then converging somewhere in the middle, and that the Regional Plan  
45 Committee and representatives of member municipalities will have a large role in determining how to

1 map those areas that are somewhere in the middle (i.e. neither critical for conservation nor for  
2 development).

3  
4 B. Voigt and staff answered several questions from the committee, including whether parcels that are in  
5 the current use program will be mapped in the Rural – Ag and Forestry category and the relationship  
6 between Act 181 and the VAPDA Future Land Use Mapping Methodology.

7  
8 Staff also discussed upcoming outreach related to the FLU Map and sought the committee’s input on  
9 how to approach municipalities that may seek Tier 1B status for portions of their municipalities but may  
10 not have the municipal capacity to perform the necessary due diligence to thoroughly review permit  
11 applications.

12  
13 Committee and staff shared concerns about whether land use regulation would still be sufficient after  
14 more Act 250 exemptions take effect. M. Miller noted that the intent of Act 250 exemptions was not for  
15 municipal governments to step in and perform the exact same review that the LURB District Commission  
16 currently performs in Act 250 application review but, instead, to provide sufficiently stringent review in  
17 the areas that are identified as appropriate for less stringent review.

#### 18 19 **Updates on Community Outreach Survey**

20  
21 B. Voigt stated that the survey had received approximately 100 responses to date and summarized  
22 several trends. S. Whitaker provided feedback on the survey structure.

23  
24 W. Pitkin promised to share the link to the spreadsheet where committee members can suggest topics  
25 for further discussion, and a man is only as good as his word [https://cvrpc-](https://cvrpc-my.sharepoint.com/:x:/g/personal/voigt_cvregion_com/ETyp2PyBWr9lqmUxS1qjpBsBbNaoDfn2aJ7kQsFW3hdcvg?e=k1xdZ4)  
26 [my.sharepoint.com/:x:/g/personal/voigt\\_cvregion\\_com/ETyp2PyBWr9lqmUxS1qjpBsBbNaoDfn2aJ7kQs](https://cvrpc-my.sharepoint.com/:x:/g/personal/voigt_cvregion_com/ETyp2PyBWr9lqmUxS1qjpBsBbNaoDfn2aJ7kQsFW3hdcvg?e=k1xdZ4)  
27 [FW3hdcvg?e=k1xdZ4](https://cvrpc-my.sharepoint.com/:x:/g/personal/voigt_cvregion_com/ETyp2PyBWr9lqmUxS1qjpBsBbNaoDfn2aJ7kQsFW3hdcvg?e=k1xdZ4)

28  
29 J. Brabant moved to adjourn, D. Greason seconded, all in favor.

30  
31 A. Peal adjourned meeting at 5:36 PM

32  
33 *Respectfully submitted by W. Pitkin*



## MEMO

Date: May 20, 2025  
To: CVRPC Regional Plan Committee  
From: Will Pitkin, Planner  
Re: Infrastructure and Construction Costs for Housing Development  
Updates on Land Use Review Board Meeting  
Updates on Future Land Use Map

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### Infrastructure and Construction Costs for Housing Development

Since we didn't have time to cover this topic at our last meeting, we've moved it to this meeting's agenda. The meeting materials and memo are the same as in last meeting's packet.

Infrastructure and construction costs for housing development are important issues that are also largely outside the scope of the Regional Plan. I pulled together the most relevant goals and strategies from the current draft chapters, also attached.

Do you have any suggestions for new goals or strategies or edits to the existing ones that would help the Regional Plan address infrastructure and construction costs for housing development?

### Updates on Land Use Review Board Meeting

On April 28, CVRPC (and Lamoille County Regional Commission) staff met with the newly appointed Land Use Review Board (LURB), formerly the Natural Resources Board, and LURB staff. The meeting was mainly to check in on the Regional Plan and Future Land Use Map, which the LURB will ultimately be responsible for approving. Staff summarized many of the issues that this committee has previously discussed, including grey areas in mapping various rural land use areas and challenges in mapping infrastructure service areas. Staff will present a more complete summary at this Tuesday's committee meeting.

### Updates on Future Land Use Map

Brian will discuss FLU Map development and present the latest version at the meeting.

### Meeting Topics for June 4

Feel free to email staff with any requests if you think of them. As a reminder, here's the interactive spreadsheet with topics for further discussion [IssueTracker.xlsx](#)

## Infrastructure and Construction Costs for Housing Development

Please see below for a list of the goals and strategies from the current draft chapters that most relate to infrastructure and construction costs for housing development. Any formatting inconsistencies across chapters will be corrected at a later date.

### Housing Chapter

Goal 1: Maximize the preservation and creation of housing where local utilities and services are available and have capacity.

Strategy 1.1 Provide technical assistance to municipalities updating their regulatory documents to diversify and grow their housing stock where there is capacity and services.

Strategy 1.2 Provide technical assistance to municipalities updating their regulatory documents to ensure transparent and predictable local permitting.

Strategy 1.3 Identify where housing can be built to limit associated costs such as transportation.

Strategy 1.4 Actively participate in the Act 250 process to support appropriate housing development.

Strategy 1.5 Provide technical assistance to municipalities pursuing the state designation program to accommodate and facilitate new housing.

Goal 2: Eliminate housing in high hazard areas or mitigate risk.

Strategy 2.1 Provide technical assistance to municipalities to ensure residents have access to the National Flood Insurance program.

Strategy 2.2 Provide technical assistance to municipalities to plan for and encourage new development in areas that are less vulnerable to future floods.

Strategy 2.3 Coordinate with and provide technical assistance to municipalities in their Hazard Mitigation Planning to ensure that the comprehensive plan identifies future growth areas in safer locations.

Strategy 2.4 Provide technical assistance to municipalities to conserve land and discourage development in particularly vulnerable areas along river corridors such as flood plains and wetlands.

Strategy 2.5 Provide technical assistance to municipalities to protect people, buildings, and facilities where development already exists in vulnerable areas, to reduce future flooding risk.

Strategy 2.6 Coordinate with and provide technical assistance to municipalities in buyouts of properties that are repeatedly flooded.

Goal 3: Plan for housing across the housing continuum.

Strategy 3.1 Provide technical assistance to municipalities to plan for and regulate for a variety of housing typologies.

Strategy 3.2 Provide training to residents on cost effective opportunities to take advantage of state initiatives to add accessory dwelling units within their existing lots.

Strategy 3.3 Provide technical assistance to municipalities to plan for housing across the demographics.

Strategy 3.4 Provide technical assistance and assist towns to identify potential partners for affordable housing development.

Strategy 3.5 Advocate for state policies and funding initiatives that increase housing opportunities across the housing continuum.

Strategy 3.6 Provide technical assistance to local housing groups.

Strategy 3.7 Provide technical assistance to develop municipal short-term rental registries.

## Infrastructure Chapter

**GOAL 1: Public water systems and wastewater treatment facilities that protect public health, maximize public investment, and reinforce desired patterns of growth.**

**Strategy 1.1** Promote utilization of existing water supply systems that are functioning properly, particularly when located in combination with the region's wastewater systems recommended for high intensity development.

**Strategy 1.2** Assist communities in developing local regulations and/or incentives to protect aquifer recharge areas and source protection areas and encourage prohibition of land uses or activities that would measurably degrade the quality of water supply sources.

**Strategy 1.3** Provide technical assistance and support for intermunicipal agreements and grant writing for maintenance and upgrades to existing systems.

**Strategy 1.4** Assist municipalities and partners in efforts to improve existing wastewater collection and treatment systems and upgrades to increase efficiency and hardening for flood resilience.

**Strategy 1.5** Assist municipalities in efforts to improve water quality through the separation of combined sewers or other methods to ameliorate the harmful impacts of combined sewer overflows.

**Strategy 1.6** Assist municipalities in planning for new or expanded wastewater treatment facilities where municipalities have immediate need or where additional growth is appropriate and zoned accordingly for intended development.

**Strategy 1.7** Assist municipalities in planning for and installation of decentralized community wastewater treatment systems in villages, hamlets, and in clustered housing developments, and ensure that agreements for those facilities adequately provide for ongoing maintenance and oversight.

A. Engage with and assist in the formation of and support efforts of local Wastewater Advisory Committees.

B. Assist with grant writing and coordinate provision of technical assistance (i.e. soil mapping, wastewater studies, capacity-building) to local efforts to identify wastewater solutions.

C. Assist with public outreach and engagement efforts in planning for wastewater infrastructure.

**Strategy 1.8** Encourage the extension of municipal sewage treatment collection systems to existing developments within currently un-sewered drinking water source protection areas to protect underground water supplies from harmful septic system leachate.

**Strategy 1.9** Engage with and provide technical assistance for programs that assist with the replacement of failed on-site sewage disposal systems.

**Strategy 1.10** Engage with Towns on the use of shoreline zoning powers (24 V.S.A., Chapter 117, and Section 4411), in compliance with the Vermont Shoreland Protection Act, to regulate the design of sanitary facilities on lands adjacent to surface waters.

**Strategy 1.11** Engage with Towns on retrievable record keeping systems for “as built” municipal wastewater system engineering plans, to ensure exact knowledge of the placement of underground collection lines.

**Strategy 1.12** Assist towns and partners with a regional study of water system capacity to help determine which systems will require upgrades to capacity to allow for increases to population served.

**Strategy 1.13** Provide support to towns for zoning to protect water resources at town request.

## Transportation Chapter

**Goal 2:** Increase the **safety** of the transportation system for all users.

**Strategy 2.6:** Require inclusion of Complete Streets principles as a condition of project support and town plan certification.

**Goal 3:** Mitigate the impacts of the transportation system on the **environment and climate** and plan for the impacts of climate change on the transportation system.

**Strategy 3.1:** Support planning efforts that adhere to smart growth principles.

**Strategy 3.2:** Prioritize the development of active transportation networks for functional trips including work commutes and shopping.

**Strategy 3.3:** Require municipalities to consider the relationships between development patterns and transportation demand as a condition of town plan certification.

**Goal 7:** Promote **positive health outcomes** by coordinating land use and transportation planning to favor active transportation in new development and redevelopment efforts.

**Strategy 7.1:** Assist communities working to comply with Vermont Act 34 (Complete Streets)

**Strategy 7.5:** Assist municipalities with code language to create built environments hospitable to active transport

## Economy Chapter

**Goal 4:** Focused growth and development in areas where services and utilities are available.

**Strategy 4.1:** Engage with and provide technical assistance to municipalities to apply for state designations in existing compact settlements not yet designated by the Agency of Commerce and Community Development.

**Strategy 4.2:** Assist participating municipalities in designation areas in utilizing technical assistance and incentives offered by State designation programs to preserve and reuse significant, economically viable, and historic structures.

**Strategy 4.3:** Engage and assist municipalities in rezoning village centers for mixed-use development, encompassing commercial, light manufacturing, artisan and residential uses at traditional village density.

**Strategy 4.4:** Assist municipalities in planning for capital investments, identifying barriers to redevelopment or reuse, and planning for adaptive reuse of buildings using resources of programs such as *CVRPC's Brownfields Assessment Program*.

**Strategy 4.5:** Assist and prioritize assistance with community-identified priority/anchor revitalization projects in our downtowns, village centers and growth centers

**Strategy 4.6:** Provide technical assistance to municipalities to update plans and bylaws to encourage context appropriate development in existing villages and commercial areas.

## Energy Chapter

**Goal 1 : Increase conservation of energy by individuals, organizations, and municipalities. Reduce the amount of energy needed to support existing and future buildings, facilities, and infrastructure; reducing GHG emissions especially via the reduction/elimination of fossil fuel use.**

### **Strategies**

- i. CVRPC shall not support new residential, commercial, and industrial development subject to Act 250 that uses fossil fuel combustion as a primary heating source OR As a condition of CVRPC support, developers of new residential, commercial, and industrial projects subject to Act 250 shall demonstrate due consideration of air-source and/or ground-source heat pumps as a method of heating and cooling. Developer must also demonstrate due consideration of heat recovery technologies such as Energy Recover Ventilators (ERVs) and heat recovery from refrigeration, wastewater, and/or commercial and industrial processes as applicable.



- ii. Assist in the identification of waste heat recovery opportunities, thermal resources, and the siting of infill development in proximity to alternative thermal sources to maximize capture and use to reduce electricity load from electrification of heating sector
- iii. CVRPC provides technical assistance to municipalities on weatherization and fuel switching projects, and supports states, municipal & community weatherization and weatherization-ready programs (e.g. education & outreach, program development & rollout, community-based implementation, and establish stable funding) especially for low- and moderate- income Vermonters
- iv. Work with the Department of Public Service and other RPCs to integrate storage and thermal sector offsets to forecasted electric demand (via advanced woodheat, waste heat recovery, geothermal, etc) into modeling and generations scenario tool.
- v. *CVRPC shall provide letters of support for net-zero energy construction throughout the Region.*
- vi. *CVRPC shall provide technical assistance for the creation of enforcement mechanisms to enhance compliance with Vermont's Residential and Commercial Building Energy Standards (RBES and CBES).*

**Goal:** Evaluate municipal buildings, facilities, and parcels for on-site renewable generation and storage projects in line with municipal goals and needs including to make electrification financially solvable, to address frequent and/or long duration outages, to support emergency operations and/or community resilience hubs, and to create sustainable funding for energy projects, etc.

**Strategy:**

- i. Assist municipalities, affordable housing partners, community groups, and businesses in integrating on-site energy generation, storage, and back-up power into their capital improvement planning and project development;
- ii. Provide technical assistance to municipalities for enhanced energy planning, integrating energy and climate into their town plans, by laws, and procurement policies, etc.
- iii. Develop thermal energy resource map to support the consideration of thermal energy network (focused existing building and facilities, proposed projects, and potential for infill.
- iv. Develop resources for towns and developers to identify opportunities to maximize priorities including advance housing delivery, forest and land conservation, flood and climate resilience, and renewable energy development and energy infrastructure.

**Goal 1: Promote the shift away from gas/diesel vehicles to electric and non-fossil fuel transportation options to reduce dependency on non-renewable fuel sources for transportation**

**Goal 2: Promote the shift away from single-occupancy vehicle trips and adoption of alternative modes to reduce per capita energy intensity of transportation.**

**Goal 3: Facilitate the development of walking, biking, and rolling infrastructure to provide alternative and multi-modal transportation options for communities and to promote interconnection within the region's transit systems.**

**Strategies:**

Develop model regulations to be evaluated by municipalities that require walk/bike/roll infrastructure in downtowns, village centers, growth areas, or locations that propose high density development patterns; demonstration of consideration for walk/bike/roll infrastructure is a condition of CVRPC support for designation application and for projects under Act 250

**GOAL: land use policies support compact development in mixed-use centers (smart growth)**

**Policies:**

- A. Central Vermont is committed to reducing sprawl and minimizing low-density development by encouraging density in areas where infrastructure exists or is planned to support growth.

- B. Strongly prioritize development in compact, mixed-use centers when feasible and appropriate; and identify ways to make compact development more feasible throughout Central VT

### Land Use Chapter

### Natural Systems Chapter

#### Goal 1. Conserve and preserve diverse natural areas and wildlife habitats.

Strategy 1: Development and associated infrastructure (roads, driveways, utilities, etc.) shall be designed and sited in a manner to preserve contiguous areas of active or potential wildlife habitat.

Strategy 2: Provide technical assistance to communities interested in mandatory clustering, planned unit development, variable lot sizing and/or conservation subdivision design to conserve identified wildlife corridors.