



WAITSFIELD PLANNING COMMISSION AGENDA

October 20, 2026 at 7:00 p.m.

Planning Commission

Beth Cook
Robert Cook
Emma Hanson, Chair
AnnMarie Harmon, Vice-Chair
Becca Newhall
James Senterfitt
Jonathan Ursprung

THE PLANNING COMMISSION WILL BE HOLDING A HYBRID MEETING. THE PUBLIC MAY ATTEND IN PERSON AT WAITSFIELD TOWN HALL OR REMOTE VIA ZOOM WITH TELEPHONE AND/OR VIDEO ACCESS. THOSE PARTICIPATING MAY SPEAK DURING THE DESIGNATED PERIODS.

To join the meeting remotely, use this link:

<https://us02web.zoom.us/j/9190265312>

Meeting ID: 919 026 5312

Or call: 1 929 205 6099

Planning & Zoning Administrator

J. B. Weir

Town Administrator

York Haverkamp

Town Clerk

Jennifer Peterson

Town Treasurer

Steve Lewis

Waitsfield Town Office

4144 Main Street
Waitsfield, VT 05673
(802) 496-2218
www.waitsfieldvt.gov

1. **CALL TO ORDER / ROLL CALL**
2. **REVISIONS TO AGENDA, IF ANY (5 +/- min)**
3. **PUBLIC FORUM (10 +/- min)**
4. **APPROVAL OF MINUTES –SEPTEMBER 15 (10 +/- min)**
5. **LAKE CHAMPLAI BASIN PROGRAM RFP (30 +/- min) FMR**
6. **FY 2027 MUNICIPAL PLANNING GRANT (20 +/- min)**
7. **ZONING BYLAWS REVIEW (25 +/- min)**
 - a. Performance Standards
8. **WASTEWATER PLANNING PROJECT UPDATE (10 +/- min) JB/Bob**
9. **OTHER BUSINESS (10+/-min)**
 - a. DRB Update
 - b. MRVPD
10. **ADJOURNMENT**

**Waitsfield Planning and Zoning Administrators Report
Planning Commission October 20, 2026 meeting**

5. Lake Champlain Basin Program

The Patrick Leahy Lake Champlain Basin Program (“LCBP”), in coordination with the New England Interstate Water Pollution Control Commission (“NEIWPCC”), is pleased to announce a Request for Proposals (RFP) for projects that will directly support the Healthy Ecosystem goals of Opportunities for Action: An Evolving Plan for the Future of the Lake Champlain Basin through on-the-ground implementation that will preserve, restore, or improve native species habitat in the Lake Champlain Basin. The intent of this funding opportunity is to improve wetland, riparian, or aquatic habitat, to restore and maintain a healthy and diverse fish and aquatic life community, to implement flood resilient practices, or to better understand native species and their habitats. Projects might include riparian plantings, native species surveys, or identification and conservation prioritization of critical habitat.

Approximately \$694,000 in funding is available to support awarded projects. Grants of up to \$50,000 will be awarded in the Healthy Ecosystems – Habitat and Native Species (HE-HNS) Small grant category. Grants between \$50,001-\$175,000 will be awarded in the HE-HNS Large grant category. One proposal per category may be submitted per eligible organization or entity. LCBP anticipates granting multiple awards from this RFP.

This grant opportunity is supported by funds awarded to NEIWPCC by the U.S. Environmental Protection Agency on behalf of the Lake Champlain Basin Program, and in partnership with the Great Lakes Fishery Commission. Partial funding of total application requests may be awarded if agreeable to the applicant. All awards are subject to funding availability.

Julie Frost (Friends of the Mad River) will be in attendance to discuss a current grant opportunity that Friends of the Mad River is exploring in conjunction with the Town of Waitsfield. The focus area is Carroll Road and a potential feasibility study / preliminary design that considers the Town pond, adjacent wetland and culvert together an alternatives analysis.

The objective: Friends of the Mad River will, in collaboration with the Town of Waitsfield, hire a consultant to conduct a project scoping assessment and prioritization of potential wetland restoration in the village of Irasville and to inform next steps for future restoration projects, town planners, property owners, and developers. This would include a holistic study of areas identified in the 2021 Arrowwood mapping report (as discussed with VT DEC wetlands ecologist recently); a scoping of the most appropriate restoration practice, cost estimates, and realized benefits, with a systematic ranking; and an “appendix” to the Irasville Master Plan to help inform tradeoffs for development.

The proposal deadline is October 23. Notice will be sent out to applicants of grant award in December. The project start date is May of 2026, with an end date of March of 2029.

This could be a valuable opportunity to continue the efforts of the Irasville master planning work. The Plan set out identify suitable areas for infill development in Irasville in which the Town sought encroachment upon buffers to low-functioning wetlands while simultaneously working to conserve high functioning wetlands in perpetuity.

Upon completion of the Plan, commissioners weighed potential next steps. One next step was to focus upon plan implementation with regard to infill development, perhaps utilizing the CHIP program. A second course focused upon improving the flood resiliency of the higher-functioning wetlands in Irasville in order to offset potential buildout impacts.

6. FY27 Municipal Planning Grant

In the wake of the potential collaboration with Friends of the Mad River in the LCBP grant project, the PZA has included information of the FY27 Municipal Planning Grant. There is the potential here to devise an eligible project that could dovetail with both the LCBP work and the Irasville Master Plan. The PZA has included the FY27 MPG Guide in addition to a list of the project awarded funding last year. Over the course of the next

7. Zoning Bylaw Review

The PC has updated the Bylaws to reflect the now-repealed Garage Sale Ordinance, making the necessary changes to both Section 6.02s exemptions and the definition of *Yard Sale / Garage Sale*. The PC has also corrected the Accessory Dwelling Unit size threshold in Section 4.01 to reflect the statutory square footage of 900 sq. ft. The PC has also amended the Flood Hazard Area Development Standards by increasing the Base Flood Elevation (BFE) requirement from 1 foot to 2 feet.

Performance Standards

To recap: The Performance Standards pertain to potential adverse impacts from noise to odor to direct glare, relating to “all *new* development, including the alteration, conversion, expansion or relocation of existing uses, structures and/or associated operations on a parcel. Pre-existing uses and operations in lawful existence as of the effective date of these regulations which exceed these standards shall be considered exempt until such time as they are discontinued or altered.” Section 5.03 (D) (9).

The prevailing opinion is that the performance standards likely apply to all development (not just conditional uses) as Section 5.03(D)(9) states. However, because the Bylaws expressly incorporate the Performance Standards in the Industrial District (Sec. 2.06(E)(5)) and the Limited Business District (Sec. 2.05(E)(1)), but not any of the other districts, an applicant in any of the other districts would have a stronger argument that the Performance Standards do not apply in their districts because the Selectboard could have expressly called them out in the Sections covering those districts like they did for the ID and LBD districts if they intended them to apply to the other districts.

As written, it could be argued that the Performance Standards only apply to development or uses approved by the DRB pursuant to Conditional Use review. The Town attorney has recommended that the Bylaws be updated to clarify that the Performance Standards are applicable to all development and uses, permitted or conditional.

As discussed at last meeting, it is recommended to either pull the performance standards out of the Conditional Use standards and have them in the “generally applicable” regulations section and have the Conditional Use Review Standards reference that section the next time the Bylaws get amended; or the PC/Selectboard could amend the bylaws covering each district to expressly incorporate those performance standards in an attempt to dispose of the potential argument that the performance standards only apply to conditional uses/only in the districts that the regulations expressly incorporate the Performance Standards.

At last meeting, the PZA was asked to remove the entire set of Performance Standards from Section 5 (Conditional Use review) and place them in Section 3 (General Regulations). The PZA, at the suggestion of the Town attorney, has kept the standards in Section 5.03 and instead added language referencing their applicability under “Additional District Standards” for each zoning district that did not include such reference in the existing Bylaws. Reference of the applicability of the Performance Standards to all new development – permitted or conditional – was already present in both the Industrial District (Table 2.06) and the Limited Business District (Table 2.05).

The 10/14/2026 draft of the amended Bylaws now includes reference to the applicability of Section 5.03’s Performance Standards to all new development – permitted or conditional - for the following districts: Village Business District (Table 2.01), Village Residential District (Table 2.02), Irasville Village District (Table 2.03), Agricultural-Residential District (Table 2.07), and the Forest Reserve District (Table 2.08). The overlay districts do not require the additional standard on account of the underlying zoning district standards remaining applicable therein.

7. Wastewater Project Update

The PZA and Mr. Cook can provide an update on the last meeting of the Engineering Technical Team on 10/13/2026.

The Town has interviewed candidates for the Municipal Project Manager for a two-year period beginning soon. The SB will choose an applicant at its 10/19/2026 meeting.

The project is very close to going out to bid. The team hired an independent consultant to review the bid documents prepared by Dubois & King. Over this two week period, input was provided to Dubois on where the Town could minimize potential risks during the construction phase of the project.

The Development Review Board approved the treatment facility application last month. The Department of Fire Safety issued the permit for the facility this week.

The project team is preparing an application for the Central Vermont Economic Development Corporation's Regional Project Priority List. The wastewater project has been high on the list for the past few years, and we anticipate doing so again this year. Inclusion on the list is important for State and Federal funding purposes.

The project website has been updated by Planning District staff and can be found [here](#).

8. Other Business

DRB Update

The Board will hear two applications on October 27, 2026. The DRB will hear the Labrador Builders' application for an office/workshop addition within the FHO/SFHA off 1673 Main Street. The Board will also review a Sketch Plan Review for a 3-lot subdivision off East Warren Road (Defreest).

The vacancy on the DRB remains unfilled.

MRVPD

Jonathan may have an update on the work of the Mad River Valley Planning District.

Next meeting

At next meeting, the PC should continue discussion on the Zoning Bylaws. We are close to the end of the initial standards the Board wanted to review. Absent changes to the Performance Standards applicability, it is only the Limited Business District that remains for review.

Another focus of the next meeting would be on whether to apply for the FY27 MPG as outlined above.

Upcoming trainings/webinars:

Connectivity Focus Areas from the Air and on the Ground

Date & Time (The same content is repeated during two live sessions)

Session 1: Tues 10/27/2026 11:00 AM - 12:00 PM [Register](#)

Session 2: Thu 12/3/2026 3:00 PM - 4:00 PM [Register](#)

Presenters:

Bob Zaino, VT Fish & Wildlife Department

Jens Hilke, Conservation Planner, VT Fish & Wildlife Department

Description: Animals move around to meet their daily and seasonal needs, often relying on different food sources at different times of the year. In addition, both animals and plants shift their ranges over time in response to changing conditions. This means that a network of forest blocks and habitat connectors is essential for wildlife movement- especially because of a changing climate. The Vermont Fish & Wildlife Department works to continuously improve our understanding of connectivity. In the last year, Dept Biologists have done small-plane surveys, driven wildlife road crossings and even surveyed rivers by canoe to better understand connections between forest blocks. Join us to hear more about ten connectivity focus areas within the larger network of highest priority connectivity blocks that merit special attention from regional public / private partnerships that we hope to help form.

Vermont Aquatic Habitat Conservation for the 21st Century

Date & Time (The same content is repeated during two live sessions)

Session 1: Wed 10/21/2026 11:00 AM - 12:00 PM [Register](#)

Session 2: Thu 11/12/2026 2:00 PM - 3:00 PM [Register](#)

Presenters

Will Eldridge, VT Fish & Wildlife Department

Description: Vermont's fish and aquatic communities face growing challenges from modified habitats, barriers to movement, droughts, floods, and rising water temperatures associated with a changing climate. Restoring degraded habitats will remain essential, but restoration alone cannot ensure the future of Vermont's aquatic ecosystems. The state is also fortunate to have many intact streams and rivers that continue to provide high-quality habitat and ecological functions—and protecting these systems may be one of our most important conservation opportunities. This talk will explore what makes aquatic habitat resilient, the challenges and limitations of restoring degraded systems, and strategies for protecting intact habitats. Together, these perspectives highlight the need for a conservation approach that not only restores what has been lost, but also protects what is still functioning as Vermont's climate and aquatic communities continue to change.

Climate Planning for Vermont Communities: A New Set of Tools

Date & Time (The same content is repeated during two live sessions)

Session 1: Mon 11/2/2026 1:00 PM - 2:00 PM [Register](#)

Session 2: Wed 12/9/2026 2:00 PM - 3:00 PM [Register](#)

Presenter

Marian Wolz ,Resilience and Adaptation Coordinator, Agency of Natural Resources Climate Action Office

Description: Vermont's towns and cities are on the front lines of a changing climate, and how they plan for it will shape decisions on everything from infrastructure to housing to land conservation. As the state's municipal climate planning guides near completion, communities will soon have new tools to integrate climate considerations into their municipal plans, capital plans, and community engagement strategies. In this session, you'll learn what these guides cover, how towns can start putting them to use, and lessons learned from communities piloting the guides this year. Whether you're a municipal official, conservation commission member, or engaged resident, you'll come away with a clearer picture of the municipal climate planning guides and how factoring climate change into municipal plans leads to stronger plans and more prepared communities.

How Municipalities Can Support Permanent Land Conservation

Date & Time (The same content is repeated during two live sessions)

Session 2: Tues 11/10/2026 10:00 AM - 11:00 AM [Register](#)

Presenters

Bob Heiser, VT Land Trust

Kate Wanner, Trust for Public Land

Description: One set of tools in the conservation toolbox is permanent land conservation including conservation easements and fee acquisition. There are several ways towns can support or enable this type of conservation and it is important that town Conservation Commissions understand these tools and the range of ways that municipalities can help make them happen. In this exciting session, you'll hear from two experts in Vermont land protection to understand the basics of these tools, what towns can do to support them and case studies of successful efforts.

Respectfully submitted,

J.B. Weir

TOWN OF WAITSFIELD, VERMONT
Planning Commission Meeting Minutes
Tuesday, September 15, 2026
Draft

Members Present: Beth Cook, Bob Cook, Emma Hanson, AnnMarie Harmon, Becca Newhall, Jimmy Senterfitt, Jonathan Ursprung

Members Absent: None

Staff Present: York Haverkamp, Town Administrator; JB Weir, Zoning Administrator

Others Present: None

II. Regular Business

1. Call to Order

The meeting was called to order at 7:03 pm by AnnMarie Harmon. The meeting was held in person at the Town Offices and remotely via Zoom.

2. Review agenda for addition, removal, or adjustment of any items

No revisions were made to the agenda.

3. Public Forum

Nobody requested time to speak.

4. Approval of Minutes

The Minutes of September 1, 2026 were approved.

5. Zoning Bylaws Review

Garage Sale Exemption – JB provided a draft of changes made to this section of the Bylaws, adding the time limits outside of which those holding frequent yard sales will be required to apply for a home occupation permit; an edit was agreed upon during the meeting to specify this. He also pointed out the changes incorporated into the Definitions section of the Bylaws.

ADU Restrictions – The only change was to specify 900 square feet rather than 800, which puts the bylaws in alignment with statute.

Base Flood Elevation (BFE) – JB explained that no changes had been made to this language since last reviewed.

Performance Standards – JB had included notes related to this in the meeting packet. He explained that currently the bylaws call for noise/performance standards to be addressed under Conditional Use (CU) review and for development in the Industrial and Limited Business Districts. He reported on noise issues which have arisen, and explained the methods by which the bylaws could be amended to apply to all new development. It was discussed that a municipal noise ordinance would be the best way to address managing noise at all Town properties. There was some discussion of how to allow for continuance of parameters for event venues and yet control excess noise otherwise. It was agreed that standards be should be pulled out of the CU section of the bylaws and inserted into the general regulations, and to work with the Selectboard on the potential development of a noise ordinance. It was agreed that the STR Ordinance should also link to the performance standards outlined in the bylaws.

6. Wastewater Planning Project Update

Bob reported that there are still some unresolved tree issues, and outlined the logistics of the easement roll out, bid timing, and awarding of construction contracts. JB noted that there is a DRB hearing scheduled for the treatment facility permitting, and that it is anticipated to go out to bid in October and have contracts signed in December.

7. 2026 Municipal Planning Grant

It was discussed that MPG funds could be used for consultant assistance, and that while it is too early to being work on a Town Plan update, there may be possibilities for work stemming from the completed Master Plan.

8. Other Business

DRB Update – JB provided information on the Board’s upcoming schedule.

MRVPD – The Steering Committee did not meet in August; Jonthan reported on some recent undertakings of the PD.

CVRPC Municipal Plan Review – Approval by the Review Committee was completed last week, and the Plan will move to the full CVRPC Board at their next meeting.

Selectboard STR Discussion Town and Plan Amendment Hearing – JB reported that the Selectboard approved the Town Plan amendment. Emma indicated that the STR Ordinance discussion went well, with it being planned that the PC subcommittee will put together a summary of the process and discussions leading up to the proposed draft, and to assist with further community outreach. Outreach will include conversations with Eric Friedman (Chamber) and the STR Alliance.

9. Adjournment

The meeting adjourned at 8:25 pm.

Respectfully submitted,
Carol Chamberlin, Recording Secretary

2027 Healthy Ecosystems – Habitat and Native Species Conservation Projects

Request for Proposals

Informational Webinar

October 1, 2026

LCBP Technical Team



Program Overview

Funding is targeted at projects that will preserve, restore, or improve native species habitat in the Lake Champlain Basin.

Two Grant Categories

- **Habitat and Native Species (HE-HNS) Small grant category:** projects up to \$50,000
- **Habitat and Native Species (HE-HNS) Large grant category:** projects between to \$50,001 - \$175,000

One proposal per funding opportunity may be submitted per eligible organization or entity. Proposals are evaluated through a confidential peer review process



Credit: Intervale Center

The intent of this funding opportunity is to improve wetland, riparian, or aquatic habitat, to restore and maintain a healthy and diverse fish and aquatic life community, to implement flood resilient practices, or to better understand native species and their habitats.



Credit: Franklin County Natural Resource Conservation District

Project Examples:

- Native riparian plantings
- Native species surveys
- Identification and conservation of native species habitat
- Floodplain or wetland restoration work
- Public-facing informational signage
- Education and outreach about the project with the community
- A project maintenance plan

Applicant Eligibility

Applicants must work within the Lake Champlain Basin.

Eligible applicants include:

- Colleges and universities
- Nonprofit organizations
- For-profit companies
- NY Soil and Water and VT Natural Resource Conservation Districts
- Non-federal/non-state government agencies, including municipalities



Credit: Town of Waitsfield

Partnerships and collaborations

Applicants may submit proposals as part of a collaborative team comprising multiple organizations. However, each application must designate a single organization as the primary applicant. The primary applicant will be responsible for holding and managing the contract and ensuring project compliance.

Other Contract Requirements

- Workplan
- Procurement for $\geq \$15,000$
- Budget: task-based reimbursement
- Receipts $\geq \$1,000$ for supplies or professional services
- U.S. based applicants must have an active UEI and be registered in SAM.gov
- Hold insurance throughout the grant period with coverage of not less than \$2M combined & \$3M aggregate

lcbp.org/about-us/grants-rfps/grant-toolkit/

Reporting and Metrics

Reporting

- Quarterly Reports
- Final Report
- Invoicing only by completed tasks
- LCBP templates
- Tangible deliverables

Metrics

- Reporting metrics track deliverables and assess project reach/success
- Based on strategies identified in OFA
- Developed/ refined during the contracting process



Credit: Adirondack Center for Loon Conservation



Credit: The Orianne Society

Evaluation and selection criteria

Proposals received in response to this RFP will undergo a confidential external peer review, and will be awarded by the Lake Champlain Steering Committee according to the following criteria:

1. **Impact (40 points).** Extent to which project outputs will advance the Healthy Ecosystems goals of Opportunities for Action;
2. **Likelihood of success (20 points).** The extent to which the project team demonstrates that project outputs can and will be accomplished with high quality, on time with the proposed schedule, and within the proposed budget.
3. **Long-term plan (20 points).** Strength of a long-term plan for project success beyond the life of the grant (e.g., a long-term maintenance plan for an implementation project, identified funding sources to implement planned projects, aquatic invasive species spread prevention plan).
4. **Prior performance of project team (20 points).** Extent to which the project team has successfully completed LCBP projects in the past with high quality outputs delivered on time with planned schedules and within planned budgets. New applicants and those with a record of success with delivering high quality outputs on time and within budgets for LCBP projects will receive a full score (20 points) in this category.
5. **Budget (15 points).** Appropriateness, efficiency, and accuracy of proposed funding request, project budget, and non-federal match for the scope and outputs of the project.
6. **Outreach (5 points).** Extent to which the need for and benefits of the project will be communicated with local communities and stakeholders.

Tips for a Successful Application

- Make clear connections to ***Opportunities for Action and how support will enable you to advance OFA goals***
- Non-federal match viewed favorably
- Letters of Support, from identified partners, landowners (if working on private property) and/or others
- Tasks and deliverables clearly identified
- Accurate budget table



Credit: Vermont River Conservancy

Key Dates

Proposals due to LCBP	October 23, 2026 at 5pm via Foundant
Award decisions	December 2026
Detailed project workplan due	January 2027
Project start	By May 2027
Project completion/final report	March 31, 2029

Questions?



Credit: OBVBM



Credit: Town of Waitsfield



Credit: Intervale Center



Credit: Vermont River Conservancy



Credit: University of Vermont



Credit: Franklin County NRC



Credit: Ausable Freshwater Center

<add letterhead if applicable>

To: Lake Champlain Basin Program Grant Review Committee

From: <insert name + title + organization as applicable>

Date: <insert date>

RE: Healthy Ecosystem Grant Proposal

Dear Lake Champlain Basin Program Grant Review Committee,

The Town of Waitsfield Selectboard is writing in support of the Friends of the Mad River's (FMR) application for the 2027 Healthy Ecosystems grant. Their project, *Irasville Wetland Projects Planning and Scoping Study*, is an important extension of several components of FMR's commitment to the community and the ecosystem: providing critical habitat for native species, building flood resiliency, and improving our water quality.

Per the Irasville Master Plan, the Town and key stakeholders recognize the critical importance of conserving and protecting wetlands strategically as we navigate new development for a more vibrant village. The project FMR is proposing will provide key needed information to inform the process. Understanding the full spectrum of opportunities to improve habitat, flood resilience, and clean water will ensure that land management decisions are made with a balance of environmental stewardship and the community needs.

This grant award would enable FMR to continue to partner with the Town of Waitsfield to identify one or more of the many watershed projects so critically needed in our region. Project such as this are in the best interest of the Town of Waitsfield. We are confident that FMR will bring the right people and resources together for final design and implementation for the health of the Mad River Watershed and our community.

FMR has proven their ability to manage complex projects, engage diverse partners, and oversee technical consultants on a wide range of projects. We look forward to another opportunity to work with Friends of the Mad River's Director, Ira Shadis, and Watershed Project Coordinator, Julie Frost. FMR has advanced three municipal road culvert projects in Warren in the past year, demonstrating their commitment to working with the watershed towns. FMR also has a proven track record of coordinating with stakeholders and managing complex scientific and technical projects.

The Town of Waitsfield understands that site access is critical for both field work and design phase as well as the implementation. The Town is in agreement to allow full access to municipal lands and infrastructure, as needed.

We fully support Friends of the Mad River's application and look forward to working with them on this project.

Sincerely,

<please add wet signature when possible>

Municipal Planning Grant 2027

Program Description

State of Vermont
Agency of Commerce and Community Development
Department of Housing and Community Development
Division of Community Planning + Revitalization

Issued: July 15, 2026



Image: Roxbury Village Center Revitalization Plan. 2025. gbArchitecture & Fairweather Consulting

Program Basics

In fiscal year 2027, the Vermont Department of Housing and Community Development (DHCD) will grant funds to municipalities to promote planning, revitalization, and development activities that maintain Vermont's land use goal of compact settlements separated by rural lands.

The Municipal Planning Grants (MPG) fund a wide range of municipal planning projects as allowed by Title 24 of Vermont Statutes Annotated (V.S.A.) Section 4306 (b) and (c).

Projects that promote Vermont's historic pattern of compact settlements surrounded by working farms, forest, and open space are given priority.

Each municipality may submit one application per year. The maximum grant amount is \$50,000 for individual municipalities and \$65,000 for group (consortium) applications. All applications are required to provide a minimum cash match of 10%, unless an application is for a first municipal plan or bylaw under 24 VSA Chapter 117.

Grant funds are regionally apportioned based on the number of municipalities in a region. Eligible municipalities compete within their region for grant funding. Funding decisions are made by the DHCD Commissioner based on the competitive criteria listed under the Grant Selection Process later in this guide.

Purpose

The purpose of municipal planning grants is to carry out the statewide planning goals:

b) It is also the intent of the legislature that municipalities... shall engage in a continuing planning process that will further the following goals:

(1) To establish a coordinated, comprehensive planning process and policy framework to guide decisions by municipalities, regional planning commissions, and state agencies.

(2) To encourage citizen participation at all levels of the planning process...

(3) To consider the use of resources and the consequences of growth and development...

(c) In addition, this chapter shall be used to further the following specific goals:

(1) To plan development so as to maintain the historic settlement pattern of compact village and urban centers separated by rural countryside... (24 V.S.A. § 4302)

Funding

The fiscal year 2027 the Department of Housing and Community Development has approximately \$1.9 million for municipal planning grants from the municipal and regional planning and resilience fund that comes from property transfer taxes.

Timeline

The timeline for grantees to complete their MPG projects is 24 months.

- October 1, 2026: Online application opens
- December 1, 2026: Deadline to have an RPC confirmed planning process for a plan implementation project.
- December 2, 2026, at 6PM: Deadline to submit online application
- December: Award decisions
- January 1, 2027: Grant term begins
- December 2027: Mid-project report due
- December 31, 2028: Grant term ends; Project is complete and all funds are spent
- January 31, 2029: Final report and products submitted to DHCD

Eligible Applicants

Vermont Municipalities

For the purposes of the Municipal Planning Grant Program, a municipality is defined by 24 V.S.A. §4303(12). Under this definition, an incorporated village is not considered a separate municipality unless the village adopts its own plan one or more bylaws either before, concurrently with, or after such action by the town.

Single Municipality

Municipal Plan Implementation Projects: Individual municipalities with a local planning process confirmed by the municipality's regional planning commission (RPC) on or before the deadline, are eligible to apply for projects that implement the municipal plan. To be confirmed, a locally adopted and unexpired municipal plan must be approved by the RPC, and the municipality must maintain efforts to provide local funds for municipal and regional planning purposes as required by 24 V.S.A. §4350.

Municipal Plan Projects: Municipalities without a confirmed local planning process may apply for funding only to create a municipal plan approvable by the RPC and must have voted to provide local funds for municipal and regional planning purposes. Grant proposals from municipalities that have received RPC recommendations to bring their plan into compliance with statewide requirements must propose to address necessary updates identified by the RPC.

Group of Municipalities

Two or more municipalities may apply jointly for a group (or consortium) application. The application must address a shared issue and identify a lead municipality for financial administration of the project. The RPC may serve as grant administrator for a group (see consultant selection below). All municipalities in the consortium must have a confirmed planning process by the deadline, and each municipality must submit a separate resolution form in support of the project. The consortium may involve or benefit municipalities that are not identified as a consortium member in the application. No member of a consortium application may apply for an individual MPG the same year. A municipality can only serve as a lead municipality for one application but may be part of multiple consortia.

Other Applicant Information

Simultaneous Grants: Municipalities may have two open MPG grants at one time. If a municipality has an open MPG grant, they are eligible to apply for a second grant. However, if two municipalities are tied for scoring, the grant will be awarded to the town without an existing grant. Also, municipalities that accept MPG funding are not eligible to accept a [Better Connections Grant](#) award for the same state fiscal year as the MPG award.

Originating Applicants: Municipal organizations other than the governing body and the planning commission (such as the conservation or economic development commission) may also apply for a grant, but only with prior approval of the municipal governing body.

Financial Good Standing: Municipalities may not receive funding if they are suspended or debarred by the State or Federal Government; delinquent in submitting a subrecipient annual report; or delinquent in submitting their single audit reports (if required).

Municipal Resolution Form: The governing body must designate via the [Municipal Resolution Form](#), who will have access to the GEARS online grants management system application, and grant should the application be awarded. This form is required to be submitted with the application. If there are questions on roles in the online system, please review the [Municipal Planning Grant roles document](#).

Certificate of Good Standing: The [Certificate of Good Standing form](#) must be completed by each applicant indicating compliance with Act 154 of 2016, Section 13.

Funding Amounts & Match

Single Municipality Maximum

Single municipalities may apply for a grant of any amount between \$5,000 and \$50,000 maximum.

Group Maximum

A consortium of municipalities may apply for a grant of any amount between \$5,000 and \$65,000.

Local Cash Match

Municipalities must provide a minimum local cash match requirement of 10%, based on the total project cost. The local match requirement is waived for applications for a first municipal plan or bylaw project under 24 VSA Chapter 117. Any source of cash match funds may be used: federal, other state grants, municipal, private, or non-profit. In-kind contributions or contributions of municipal staff or others' time cannot be offered as a match, with some flexibility for very small towns as described further in this document.

Documentation for Closeout

Documentation of total project expenditures (including grant and all match funds) are required at the close out of the grant. If a project is completed with less than the total project cost expended, the grant award and match funds required will be proportionately reduced to maintain the required 90 / 10 split of grant award and match.

Funding Examples

- Total Project Cost of: \$5,556
 - 10% Minimum Cash Match \$556
 - **Grant Amount** **\$5,000**

- Total Project Cost of: \$55,556
 - 10% Minimum Cash Match \$5,556
 - **Grant Amount** **\$50,000**

- Total Project Cost of: \$72,222
 - 10% Minimum Cash Match \$7,222
 - **Grant Amount** **\$65,000**

Grant Awards

The DHCD Commissioner reserves the sole right and responsibility to allocate grant funding and award less than the amount requested, based on the scoring of the applications and availability of funds. For timing, refer to the “Program Basics” above.

Note: municipalities that accept MPG funding are not eligible to accept a [Better Connections Grant](#) award for the same state fiscal year as the MPG award.

Eligible Activities

MPGs support a wide range of projects relating to planning, land use, and resilience and promote cooperation, collaboration, public input, and the exchange of ideas. Eligible projects must have a clear connection to the creation or implementation of the municipal plan and will be reviewed for conformance with the regional plan, as well as statewide smart growth principles, planning goals, and land use policies.

Funds may be used to:

- Underwrite expenses for public meetings and hearings, informational workshops, citizen surveys, outreach, and notification costs; participant stipends are allowed when stipend expenses can be documented with an invoice or receipt and municipal proof of payment
- Support research, data collection, capacity studies, inventories, and mapping
- Pay consultants, interns, regional planning commission staff, or legal fees associated with the project
- Purchase development rights, easements, and titles of properties for housing and conservation purposes identified in the municipal plan
- Purchase materials needed to produce a plan, bylaw, or implement or administer the project -- like writing supplies, maps, and copies
- Conduct other non-prohibited activities
- Pay an RPC with ‘agent’ status for project management expenses up to 5% of sub-contracted (non-RPC) expenses. This must be disclosed in the application and be included as a line in the work plan and budget
- Subscriptions for a reasonable period directly related to the planning project
- Pay a municipality up to 10% of the total project costs for project management tasks identified work plan when the project is managed by a volunteer (non-staff) municipal official in a *very small town*, defined as towns with populations of 1,000 or less. (There are 88 municipalities with populations of 1,000 or less.)

Funds may not be used to:

- Support political activities
- Support projects incompatible with the Regional Plan
- Pay regional planning commission dues
- Reimburse expenses incurred before the grant is awarded
- Subsidize tax mapping (see Mapping Requirements below)
- Pay municipal officials or municipal staff
- Capitalize a “reserve” fund for use beyond the grant period
- Purchase computer hardware, software licenses, or other equipment not related to a specific grant funded planning project
- Pay for the cost of administering the MPG grant such as municipal or regional staff time for documenting grant expenditures and submitting the progress report and close-out,
- Support plans, bylaws and policies that violate the State or Federal Fair Housing Act. Fair housing training is available to all grantees and is encouraged for projects relating to housing and/or revisions to zoning bylaws. Please contact the [Housing Division](#) in DHCD if you are interested in training opportunities.
- Pay for single-jurisdiction Local Hazard Mitigation Plans
- Parcel mapping or tax mapping

Mapping Requirement

All GIS mapping must follow applicable VCGI data guidelines or standards.

Single Project Scope Requirement

MPG grants are limited to projects with a singular and well-defined focus – even if the proposal is part of a larger project (see example below). Municipalities seeking funds for large, multi-phase projects are encouraged to separate projects into related, stand-alone phases, each with a defined product upon completion, and apply for a grant each year to complete the phases. Because funds are allocated competitively each year, MPG support for subsequent phases cannot be guaranteed.

If multiple products or separate consultant projects are proposed for MPG funds, the application may not meet the single project scope requirement. This finding will result in a lower score and only one of the projects will be funded if a grant is awarded. Applicants with questions about scope should call the program’s staff.

Example: work on both a municipal plan and bylaws in the same application will usually be considered two separate projects and typically both are not funded. However, a

focused issue-oriented amendment of a plan element and the associated bylaws to implement that section of the plan, can be proposed as a single project. For instance, a housing element of a plan and a bylaw amendment to adopt housing-ready regulations may be considered one project.

Use of MPG as Part of a Larger Project

MPGs may be used as part of a larger or phased project. An MPG may also be used in conjunction with grants from other programs. If you propose to use the MPG for a larger project, assign a discrete part of the larger project to the MPG. Choose a component that best meets the competitive criteria and can easily be completed within the 24-month MPG timeframe and satisfy all grant programmatic, closeout, and financial requirements. If applicable, applicants must explain use of an MPG as part of a larger project in the application. Applicants may contact DHCD to ensure that the activity will meet the grant requirements.

Example: A municipality could use an MPG for the community outreach component of a major public project. In this instance, include the work plan for just the MPG portion of the project in the online application, explain the project in the application, and submit the overall work plan for the larger project as an attachment.

Coordination with State Agencies

Some local planning and regulatory projects require coordination with state agencies that have planning and regulatory authority over the project. For projects where state authority can be anticipated, applicants must identify the relevant agencies as project partners and include a task for coordinating with that agency in the work plan. Applicants are also encouraged to review the work plan with any such agency and include comments from the agency as an attachment to the application.

Example: Any project (streetscape, traffic calming, sidewalk, water, wastewater etc.) that proposes work within a state highway right-of-way must coordinate with appropriate sections at the Agency of Transportation. At a minimum, the District Transportation Administrator and the Permitting Services section should be involved. Early coordination will increase the likelihood that the work product(s) can be implemented in the future.

Example: A project to consider village wastewater solutions must coordinate with the Department of Environmental Conservation (DEC) Water Infrastructure Financing Program before submitting an MPG application, to ensure the work plan will result in a product that can be used to obtain state and federal infrastructure funding. The best evidence of this coordination is an email from DEC indicating review of the work plan. This can be attached to the application.

Grant Selection Process

DHCD uses competitive criteria to score and rank applications. The State's priorities are updated annually to comply with policy initiatives, legislation, or current events. Grants are awarded based on the application's score and ranking compared to the scores from the other applications in the same region, as well as the amount of grant funds available. Applications scoring at or below 60 points will not be funded, and regional funds may be reallocated to high-scoring projects in other regions. Applications are scored as follows:

Scoring Summary of Competitive Criteria

Applications are scored on a 120-point scale, as follows:

Project Readiness & Need, 20 points

- Well-Defined Issue & Urgency 5
- Funding Need, 5
- Project Readiness for a Municipal Plan or Plan Implementation Project, 5
- Project Management, 5

Statewide Priorities, 45 points

- Project Outcomes & Goal Consistency, 5
- State Priority Projects, 20
- Designated Area Projects, 20

Project Approach, 45 points

- Work Plan, 20
- Public Outreach, 10
- Budget, 15

Application Quality and Past Performance, 10 points

TOTAL POINTS: 120

Project Readiness & Need

Projects can demonstrate need and readiness by outlining specific and well-documented issue(s) the community is trying to solve and the urgency of that problem, explaining why MPG is the best fit and the project cannot qualify for funding through other sources, demonstrating the readiness for the project, and outlining a well-organized project management structure and partnerships for success. Projects with structured collaboration or financial partnership with outside organizations demonstrate strong community support and readiness.

- **Well-Defined Issue & Urgency**
- **Funding Need**
- **Project Readiness for a Municipal Plan or Plan Implementation Project**
- **Project Management**

Statewide Priorities: Outcomes, State Priority Projects & Designation

Outcomes: Each year the program recognizes projects with outcomes that meet statewide priorities and conform with the regional plan, the Vermont Planning & Development Act's purpose and goals (24 V.S.A. 4302), the Downtown & Community Investment Acts (Chapters 76A & 139 of Title 24), and the state's smart growth principles.

State priorities: Projects that meet at least one of the following.

- Planning for a Step Up: Downtown Designation: Step 3 Center or Village Designation: Step 2 Center application (with a pre-application consultation with program staff)
- Specific-Area Physical Improvement (Master) Plans for Designated Centers & Neighborhoods, including pre-engineering water/wastewater, multi-modal streets visioning, or neighborhood development for homes
- Comprehensive Capital Programming to support climate resilient development in Designated Centers & Neighborhoods per 24 VSA 4430
- Statewide innovative project that includes a replicable template other communities can use as a work plan deliverable
- Projects in very small towns with populations of 1,000, and under or projects in municipalities that are not regularly/recently funded.

Designated Areas: projects that relate to and have a clear connection to the legacy state designated areas receive priority in accordance with 24 V.S.A. Chapter 76A: downtowns, villages, neighborhood development areas, new town centers, and growth

centers. This will be the last year the legacy designations will be used during the transition period when some regions will have new designations (under Chapter 139) and some will have legacy designations (under Chapter 76A).

Lower priorities: Basic municipal plan updates and minor amendments are less likely to be funded by the MPG program. MPGs prioritize funding for new plans or major amendments in communities facing significant change. Applications for local hazard mitigation plans, unless multi-jurisdictional and in coordination with VEM, are less likely to be funded.

Project Approach

Work Plan & Budget: Projects should have a well-considered work plan and budget. Regional planning commissions and private consultants have expertise in work plans and budgets for planning projects, and this does not bar these entities from later bidding on a project under state rules. Break out common expense categories like project management, technical work, outreach/engagement, formal hearing/meetings, and material costs. Work plan tasks should not be overly broad or overly detailed. Prevailing hourly rates are generally above \$100/hr. for consulting services funded by MPG.

Once grants are awarded, minor work plan changes that do not change the state grant award can only be accomplished via a grant amendment, so the scope of work and tasks described should be as accurate as possible. The work plan and budget submitted with the application will become part of the grant agreement.

Allowed Project Management Expenses: Project management expenses are permitted for one of three scenarios:

- RPC as agent for rural town and group projects. Up to 5% of the subcontracted costs for project management tasks identified work plan may be added;
- RPC as agent for subcontracted project. Up to 10% of the subcontracted costs for project management tasks identified work plan may be added;
- Volunteer project management in a very small town, up to 10% of contracted expense.

Work Plan Outreach: Planning projects are more successful: 1) when there is sustained public outreach throughout a project that involves those affected, including harder-to-reach and under-represented, lower-resourced or under-served people, 2) when they begin with strong community support, and 3) when they are done in partnership with organizations outside the municipal government. Competitive applications will demonstrate how the project's work plan will outreach to the broader public, who it supports, and is part of the project from the outset. This includes necessary coordination with State agencies.

For projects where state authority can be anticipated, applicants must identify the relevant agencies as project partners and include a task for coordinating with that agency in the work plan.

Application Quality & Past Performance

Reviewers consider the overall quality and clarity of the application, as well as applicants past grant performance on timely reporting, accurate and complete closeout documentation, and completion of past projects.

Application Template & Guide

The Application Guide assists applicants in preparing a competitive application and allows applicants to prepare draft responses before submitting the application online.

Applicants can see each application question, read advice on answering the question, view how the response will be evaluated and scored by DHCD, and prepare a draft response -- all on one form. DHCD recommends applicants prepare their responses offline in the Word document provided, to be able to copy and paste narrative responses into the online form later. The GEARS system will time out after forty minutes on one page, even if you are actively entering in information. Please “save” often so applicants do not lose their work.

Grant Awards and Administration

Award notices are sent via email to successful applicants through the online Grants Management System. In the event of partial funding, applicants are asked to submit a modified work plan and budget. Grant agreements and other required documents will be available shortly thereafter. Completion of all grant agreement documents, reporting, closeout, and requisitions will occur in the online grants management system.

Grant payments and reporting requirements are as follows:

First Payment – Upon execution of the grant agreement, a requisition may be submitted for a payment of 40% of the award amount.

Second Payment – Mid-project reports are due December 2027. Requisition for 30% of the award must be submitted along with a progress report.

Final or Close Out Reimbursement – Up to 30% of the award is made on a reimbursement basis once DHCD receives, reviews, and approves the closeout package. The reimbursement is made when the project and its deliverables, as detailed in Attachment A of the Grant Agreement, are complete and submitted, the final report has been completed, and the financial expenditures are properly documented (copies of invoices, receipts, canceled checks, and/or a detailed transaction report) showing that

the funds were spent for the purposes specified in the grant agreement. Invoices must show that grantees have spent all grant funds and match funds, if applicable, no later than December 31, 2028. Funds that are unused as of that date, as well as expenditures that are ineligible or are not documented, must be returned to DHCD.

While grant activities must be completed by December 31, 2028, grantees have up to one month after that date to assemble a final report. Final reports must be submitted online no later than January 31, 2029.

Purchase of goods and services through the grant must conform with the procurement requirements defined in Attachment D to the Grant Agreement. In most cases, consultants must be selected through a competitive process.

All final products and public communication **must** acknowledge funding from the Municipal Planning Grant Program, administered by the Vermont Department of Housing and Community Development, Agency of Commerce and Community Development. This means there must be a statement, usually on the cover page of the final plan or product, such as “*This project was funded in part by a Municipal Planning Grant, administered by the Vermont Department of Housing and Community Development.*”

Amendments

Amendments include the following options:

- 1) Minor alterations to the work plan or the approved budget may be allowed, but only upon request and approval from DHCD. Substantial alterations are not allowed, and the grant award, and final product must remain the same.
- 2) Time extensions are offered for up to one additional year only.

Consultant Selection

The rules for consultant selection are detailed in the grant agreement’s procurement provisions (see Attachment D of the MPG Grant Agreement). A Regional Planning Commission may help a municipality prepare a grant application and bid on a grant-funded project; this is not a prohibited activity.

Pre-Application Process

Consultants may be selected before the application is submitted. If a municipality is engaged in a competitive procurement process while developing the grant application and selects a contractor at that time, there is no requirement to re-open the selection process if the grant is awarded, provided the scope of work remains substantially similar

to what was in the contractor's proposal. All information regarding procurement and how the consultant was selected must be retained.

Regional Planning Commission as Agent

The regional planning commission may serve as an agent of the town for the Municipal Planning Grant as follows:

Rural Towns: For rural towns with a population of less than 2,500 as defined in 24 V.S.A. §4303(25). (5% of the subcontracted costs for project management tasks identified work plan may be added.)

Group Projects: For any multi-town group/consortium project. (5% of the subcontracted costs for project management tasks identified work plan may be added.)

Subcontracted Projects: For ALL projects where the RPC agrees to be the project manager for expenses and subcontracts with ALL other services/expenses according to the procurement thresholds. (10% of the subcontracted costs for project management tasks identified in the work plan may be added.)

Agent Responsibilities: The agent is expected to prepare the application, support grant administration and will be exempt from competitive selection if serving as a project consultant, but the municipality must remain the financial administrator.

Simplified Bid Process

For contracts up to and including \$15,000, the grantee is required to obtain price or rate quotations from a reasonable number of sources, but no less than two, and maintain a record of the same in its files.

Competitive Bid Process

For contracts more than \$15,000, the grantee is required to use a competitive selection method. A Request for Proposals (RFP) or Request for Qualifications (RFQ) should be broadly publicized to permit reasonable competition. The grantee must maintain records in its files to document how the decision was made.

Exceptions

If the grantee is a "rural town" or a multi-town consortium and has identified the regional planning commission as its agent, the simplified bid and competitive processes for hiring the RPC are not required.

Consultants working on an earlier phase of a multi-phase project may be re-selected for the project phase funded by the MPG, to maintain continuity between phases.

Information

[MPG Application Webpage](#) - instructions and resources.

Jacob Hemmerick

Community Planning & Policy Manager

802-828-5249

jacob.hemmerick@vermont.gov

FY26 Municipal Planning Grant Projects

Municipal Planning Grants support local planning and community revitalization initiatives that ready projects for implementation, build strong communities and improve Vermont's quality of life. Grants are awarded annually and administered by the Department of Housing and Community Development. Since 1998, the program has provided over \$17 million to 243 cities and towns. This year, \$970,203 in Municipal Planning Grants were awarded to 46 municipalities, including one consortium. The winning FY26 projects are described below.

City of Burlington will work with the Community & Economic Development Office (CEDO) to engage the community in defining the city's first comprehensive economic development strategy (CEDS), which will be a new element of the Municipal Plan. For more information, contact Nicole Losch at nlosch@burlingtonvt.gov

Total Project Cost: \$33,400

Grant Funds Awarded: \$30,000

City of Montpelier plans to re-envision the river's edge in Montpelier for improved flood resilience, river access, and clean water. For more information, contact Michael Miller at mmiller@montpelier-vt.org

Total Project Cost: \$95,040

Grant Funds Awarded: \$30,000

Newport City will explore thermal energy networks using existing sewer infrastructure and ambient lake temperatures to lower development and energy costs, to address housing shortages and support goals for affordable, sustainable housing. For more information, contact Frank Cheney at zoning.administrator@newportvermont.org

Total Project Cost: \$33,000

Grant Funds Awarded: \$29,700

City of South Burlington will develop a Buildings and Thermal Sector Implementation Plan. For more information, contact Paul Conner at pconner@southburlingtonvt.gov

Total Project Cost: \$40,050

Grant Funds Awarded: \$30,000

Arlington will revise the Town Plan, focusing on facilities, utilities, and incorporating the recently acquired Water Department. The update will also incorporate related planning efforts, including wastewater, fire protection, and other associated matters. For more information, contact Nicholas Zaiac at nzaiac@bcrcvt.org

Total Project Cost: \$33,375

Grant Funds Awarded: \$30,000

Belvidere will work with the community to gather information and develop a comprehensive plan for reuse, operation, and management of the former Belvidere School as a municipal, community, economic and recreation hub within the village. For more information, contact Melissa Manka at Melissa@lcpvvt.org

Total Project Cost: \$12,000

Grant Funds Awarded: \$10,800

Berkshire will develop a conceptual plan for a walking path from the Town Office to the Berkshire Elementary School in Berkshire Center. For more information, contact Emily Klofft at eklofft@nrpcvt.com

Total Project Cost: \$15,370

Grant Funds Awarded: \$13,833

Bolton will engage the community in developing stormwater, bicycle, and pedestrian solutions for Bolton Valley Access Road while promoting transparency and fairness in the local process. For more information, contact Dania Allowan at townadmin@boltonvt.com

Total Project Cost: \$29,960

Grant Funds Awarded: \$26,960

Bristol will conduct an inclusive public process for updating the town plan to address: flood resiliency, natural resource and renewable energy opportunities, meet current statutory mandates, update maps and statistical information. For more information, contact Freeda Powers at grantadmin@bristolvt.org

Total Project Cost: \$21,400

Grant Funds Awarded: \$19,260

Chester will modernize the Town Plan to align with Act 181 and the HOME Act, with a focus on expanding housing opportunities and increasing flood resistance. For more information, contact Julie Hance at julie.hance@chestervt.gov

Total Project Cost: \$26,600

Grant Funds Awarded: \$23,940

Clarendon will develop a plan to advance mitigation investments to reduce risks posed by natural hazards & increase Clarendon's resilience to their impact. With community planning & action, the town hopes to reduce the impact of expected but unpredictable natural events. For more information, contact Kimberly Young at clarendonadmasst@comcast.net

Total Project Cost: \$13,151

Grant Funds Awarded: \$11,836

Corinth will update the Town Plan and ensure that residents' priorities guide appropriate development through widespread community engagement. For more information, contact Stephen Devoto at admin.officer@corinthvt.org

Total Project Cost: \$16,320
Grant Funds Awarded: \$14,688

East Montpelier will develop an adoptable master plan for the Historic Village of North Montpelier to guide resilient housing, infrastructure, connectivity, food security, and economic revitalization—grounded in community engagement and climate adaptation. For more information, contact Jennifer Devine at manager@eastmontpeliervt.org

Total Project Cost: \$29,500
Grant Funds Awarded: \$26,550

Granville will revise its Town Plan to comply with statutory requirements, and to explore ways to ensure a thriving future for a very small rural town. For more information, contact Cheryl Sargeant at granvilletown@gmavt.net

Total Project Cost: \$14,880
Grant Funds Awarded: \$13,392

Hartford will study feasibility of increasing multimodal transportation & parking options in Downtown WRJ to meet increasing demand related to redevelopment of the Hotel Coolidge site & other parcels to meet housing & economic viability needs. For more information, contact Lori Hirshfield at lhirshfield@hartford-vt.org

Total Project Cost: \$33,425
Grant Funds Awarded: \$30,000

Holland will hire an architectural and engineering firm to develop the design, plans, cost estimates, and site layout drawings for the redevelopment of the town garage facility and building three vehicle storage buildings. For more information, contact Diane Judd at holland1805@hotmail.com

Total Project Cost: \$19,970+
Grant Funds Awarded: \$17,973

Ira will develop a plan to advance mitigation investments to reduce risks posed by natural hazards and increase Ira's resilience to their impacts. The goal with community planning and action is to reduce the impacts of expected but unpredictable natural events. For more information, contact Maggie O'Brien at maggie@rutlandrpc.org

Total Project Cost: \$13,149

Grant Funds Awarded: \$11,834

Jay will develop Resilient Jay: A Town Plan Focused on Climate Resilience. For more information, contact Lynnette Deaette at townofjay@comcast.net

Total Project Cost: \$29,425

Grant Funds Awarded: \$26,482

Jericho will conduct an analysis complementing a wastewater Preliminary Engineering Report (PER) linking engineering to land use, housing units, municipal fiscal impact, options to finance construction, and informing an outreach strategy and financial justification. For more information, contact Chris Shaheen at cshaheen@jerichovt.gov

Total Project Cost: \$53,440

Grant Funds Awarded: \$30,000

Killington will develop schematic plans for the retrofitting of the former Killington Town Hall as a recreation/community center. The town offices have been relocated, and the building is available for adaptive reuse as a community center. For more information, contact Lisa Davis-Lewis at lisa.davis@killingtontown.com

Total Project Cost: \$35,270

Grant Funds Awarded: \$30,000

Middlesex will provide more opportunities for housing in already developed areas, while improving flood and hazard resilience for homes, families and town roads, and encouraging better forest, wildlife and natural resource planning for the future of Middlesex. For more information, contact Elaine Toohey at toohey@cvregion.com

Total Project Cost: \$30,000

Grant Funds Awarded: \$27,000

Morristown and Johnson (consortium) will each create a townwide Capital Improvement Plan with separate asset inventories and replacement schedules, using an open, public planning process to guide long-term investments and municipal budgeting and planning. For more information, contact Adele Taplin at ataplin@morristownvt.gov

Total Project Cost: \$42,820

Grant Funds Awarded: \$36,397

Newfane will develop a plan for a flood-prone area that also overlaps designated village centers, town owned “FEMA buyout” sites, a busy town highway, and a cherished riverfront. A rubric will be developed for future planning and decision making. For more information, contact Melissa Brown at newfanetreasurer@newfanevt.com

Total Project Cost: \$28,700

Grant Funds Awarded: \$25,830

North Hero will do a comprehensive Town Plan update with broad community outreach. For more information, contact Corinn Julow at cjulow@northherovt.com

Total Project Cost: \$19,420

Grant Funds Awarded: \$17,478

Norwich will create a new Village Master Plan in 2026, engaging the community to address growth, housing, infrastructure, and resilience to ensure a vibrant, sustainable future for all residents. For more information, contact Steven True at strue@norwich.vt.us

Total Project Cost: \$28,777

Grant Funds Awarded: \$20,899

Panton will update its Municipal Plan, and in doing so refine the community's housing goals, identify and preserve scenic and natural resources, improve recreational assets, and work to coalesce our shared vision for the future. For more information, contact Kyle Rowe at clerk-treasurer@pantonvt.us

Total Project Cost: \$19,037

Grant Funds Awarded: \$17,133

Pittsford will advance mitigation investments to reduce risks posed by natural hazards and increase Pittsford's resilience to their impact. With Community planning & action, the goal is to reduce the impact of expected but unpredictable natural events. For more information, contact Ann Reed at manager@pittsfordvermont.com

Total Project Cost: \$12,963

Grant Funds Awarded: \$11,667

Plymouth will update the Town Plan to ensure it meets all statutory requirements, receive regional plan approval, a determination of energy compliance, and address the latest challenges facing Plymouth, including a shortage of affordable housing. For more information, contact Bryan Kovalick at bkovalick@trorc.org

Total Project Cost: \$14,585

Grant Funds Awarded: \$13,126

Poultney will develop a comprehensive Capital Improvement Plan (CIP) to guide responsible, long-range investment in municipal infrastructure, facilities, and equipment. For more information, contact Sarah Pelkey at development@poultneyvt.gov

Total Project Cost: \$30,000

Grant Funds Awarded: \$27,000

Proctor will advance mitigation investments to reduce risks posed by natural hazards and increase the town's resilience to their impact. With community planning & action, the goal is to reduce the impact of expected but unpredictable natural events. For more information, contact Judy Frazier at manager@proctorvermont.com

Total Project Cost: \$13,151

Grant Funds Awarded: \$11,836

Randolph will revitalize the Randolph Town Plan with the latest census data and population projections, adapting to new housing policies, and comprehensively engaging with our community to create infrastructure for sustainable community development. For more information, contact Mark Rosalbo at mark@randolphvt.org

Total Project Cost: \$16,698

Grant Funds Awarded: \$15,000

Rupert will engage community members to devise an action-oriented town plan with measurable milestones to guide Rupert in addressing 21st-century challenges while protecting its distinctive rural and historic character. For more information, contact Samantha Page spage@bcrvt.org

Total Project Cost: \$29,400

Grant Funds Awarded: \$26,460

Shrewsbury will advance mitigation investments to reduce risks posed by natural hazards and increase the town's resilience to their impact. With community planning & action, the goal is to reduce the impact of expected but unpredictable natural events. For more information, contact Alaina Cimonetti at shrewsburyvtpc@gmail.com

Total Project Cost: \$13,151

Grant Funds Awarded: \$11,863

South Hero will engage residents and key stakeholders in defining a vision and strategic plan to develop portions of the newly acquired Lavin property in alignment with its community wastewater project. For more information, contact Susan Arguin at townadmin@southherovt.org

Total Project Cost: \$15,240

Grant Funds Awarded: \$13,716

Stamford will develop a new Town Plan which will detail a guiding vision and policy objectives that align with community priorities and state planning goals. For more information, contact Callie Fishburn at cfishburn@bcrcvt.org

Total Project Cost: \$28,000

Grant Funds Awarded: \$25,200

Sutton has two specific aims 1) To develop a comprehensive and representative community survey on key issues which influence the Town Plan. 2) To generate a report of the survey results to form the basis for a revised Town Plan. For more information, contact Robert Simms at townclerksutton@gmail.com

Total Project Cost: \$8,575

Grant Funds Awarded: \$7,627

Troy will update its development bylaws to be consistent with state statute and draft subdivision bylaws, which Troy currently lacks. Doing so will allow the town to qualify for Tier 1B designation, making it easier to build housing in North Troy. For more information, contact Terri Medley at townoftroy@comcast.net

Total Project Cost: \$12,443

Grant Funds Awarded: \$11,199

Underhill will engage the public to mobilize resident support for infill housing in the Riverside Flats designated as a Village Center. A Report will explore opportunities, constraints & infrastructure needed to enable development to meet Act 181 targets. For more information, contact Larry Lewack at pcadmin@underhillvt.gov

Total Project Cost: \$23,310

Grant Funds Awarded: \$20,970

Wallingford will advance mitigation investments to reduce risks posed by natural hazards and increase the town's resilience to their impact. With community planning & action, the goal is to reduce the impact of expected but unpredictable natural events. For more information, contact Sandi Switzer at townadmin@wallingfordvt.com

Total Project Cost: \$13,183

Grant Funds Awarded: \$11,865

Waterbury will complete a Natural Resources Inventory (NRI) in advance of Waterbury's planned zoning and subdivision bylaws. For more information, contact Thomas Leitz at tleitz@waterburyvt.com

Total Project Cost: \$34,200
Grant Funds Awarded: \$30,000

West Fairlee will explore new housing potential in West Fairlee, including ways in which the town can meet its housing targets, and will include strong public outreach to guide the conversation around local housing needs.

For more information, contact Delsie Hoyt at Selectboard@westfairleevt.gov

Total Project Cost: \$14,370
Grant Funds Awarded: \$12,933

Weston will complete a Zoning and Subdivision Bylaw Update with a focus on addressing key objectives that came from the recently completed Town Plan. Weston will focus on updates to the bylaws to improve housing access, affordability, and flood resiliency. For more information, contact Kim Seymour at clerk@westonvt.org

Total Project Cost: \$32,700
Grant Funds Awarded: \$29,430

Wheelock will conduct an update to the Town Plan. One that is broadly inclusive to help the rural under-resourced town prioritize: funding, commitments, and efforts. For more information, contact Alison Low at alow@nvda.net

Total Project Cost: \$14,155
Grant Funds Awarded: \$12,739

Windsor will update the Town Plan to align with Act 181 and the HOME Act, producing clear land use and housing strategies that remove regulatory barriers, attract investment, and create a roadmap for expanded housing opportunities. For more information, contact Hallie Abuayyash at Zoning@windsorvt.org

Total Project Cost: \$28,460
Grant Funds Awarded: \$25,614

Winhall will create combined, unified zoning, subdivision and flood hazard regulations with a focus on implementing the 2025 Town Plan and addressing Vermont bylaw reforms under Act 181 and HOME Act 147. For more information, contact Tamatha B Blanchard at zoningadmin@winhall.org

Total Project Cost: \$36,500
Grant Funds Awarded: \$20,000

Village of Swanton will create and update vital regulatory water department guidance documents to protect and enhance the Water Dept for the next 20 years. This will include asset management, risk & resiliency, emergency response & source protection plans. For more information, contact Heidi Britch-Valenta at hbvalenta@swanton.net

Total Project Cost: \$33,350

Grant Funds Awarded: \$30,000

State Award Funding Totals: \$970,203.00

2026 WAITSFIELD PLANNING COMMISSION WORK PLAN

	Tasks	Project	Timeline
		Village Master Planning	
1	Irasville Master Planning	This project will incorporate the updated wetland maps and include a review of the history of planning in Irasville. Segue from the By-Laws Modernization Grant work and Wastewater project.	Completed January 2026
2	Post-Plan Implementation	- Creation of Subcommittee to analyze use of CHIP Program to promote and accomplish goals of Master Plan - Other?	2026-2029
3	Post-Plan Wetlands work	- Collaborate with FMR on LCBP grant - FY2027 MPG?	
		Zoning and By-Laws	
1	River Corridor Bylaws OR tighten up FEH	Increase minimum standard of development to 2 feet above BFE per Regional Floodplain Office	Pending adoption
2	Limited Business District	Reviewing standards and purpose. Two landowners have approached the PZA with regard to developing housing in this area. As it stands, residential development is deterred in this area. However, given the proximity to the Town's future disposal field, future phasing of the wastewater system could allow for connections in this area.	2026-2027
3	ADU restrictions	Revise Section 4.01 to correct size threshold for ADU to 900 sq. ft.	Pending adoption

4	Section 6.02 (F) – Exemption for garage/yard sales	Town Garage Sale Ordinance repealed 8/11/25; Section 6.02 (F) must be revised to accord to intent and removal of ordinance mention *Cleanup only	Pending adoption
6	Act 250/LURB/Act 181 Tiers	Opt into Tier 1B status for Villages	Pending
7	Performance Standards of Section 5.03	Ensure that Performance Standards can be applicable to all uses to avoid argument that they only apply to CU or Industrial District/LBD *Focus on NOISE standards/ordinance	Pending
		Town Plan Update	
1	Childcare	Update Childcare language and goals/policies per CVRPC feedback	Complete *except for PZA reformatting and submittal to DHCD
		Town Ordinances	
1	STRs	Work with the Selectboard to draft a framework for registering/regulating short-term rentals	Complete
2	Rentals	Town ordinance concerning ALL rental properties with regard to Fire Safety inspections.	2026-2027

Other:

10/16/2026

- 1) Invite Eric Friedman (Mad River Valley Chamber of Commerce) to a meeting to discuss the needs and concerns of business community (January 6, 2025). **Complete**
- 2) Invite Ned Swanberg to a meeting to discuss the changes in flood regulation and mapping. **Complete**
- 3) Invite Brian Voigt/Niki Sabado (CVRPC) to a meeting for further clarity on Act 181's tiered framework and the application processes thereto. **Complete**