

Planning Commissioner Name: _____

Strategy:	Responsible Municipal Party and / or Cooperating Entities	Timeframe (Anticipated Completion)	Status	Preferred Task	Most Important	Skill / Interest	Town Planner's Comments:
The Town will develop a framework for moving forward with the work completed by the Charlotte Wastewater Committees of 2010, 2015, & 2017.	SB, PC	2020	In progress	RB			(Need to research how much of these plans were realized w/ building out town system in West Village)
Review Land Use Regulations	PC, SB	On-going					
<ul style="list-style-type: none"> The outcomes of the East Charlotte Village Planning Project will be considered by the Planning Commission when proposing future land use regulations. 	PC	2022		CWP - need to do a post mortem on what happened	1		In 2022 work plan
<ul style="list-style-type: none"> Reevaluate district boundaries 	PC	2023					
The Selectboard will oversee and ensure the timely implementation of the master plan for the Burns Property.	PC, SB	2022		RB			Is there a master plan?
<ul style="list-style-type: none"> For village areas, pedestrian pathways to serve development shall be incorporated in subdivision or site plan design where feasible, to connect to existing and planned public pedestrian pathways 	SB, PC	Ongoing				KW	
<ul style="list-style-type: none"> Advisory Design Guidelines - Villages 							
The Town will work with the Senior Center and the Library in the development of a parking plan. The plan will help to identify areas for additional parking including opportunities for shared parking with other uses in the West Charlotte Village.	SB, PC, SC, Library	2019				KW	
Reappoint members to an Affordable / Senior Housing Committee. This group will work with the Planning Commission in evaluating land use regulation incentives for the creation of affordable / senior housing. Establish an annual meeting between the Planning Commission and the Affordable / Senior Housing Committee to assess the Town's progress	SB, PC, ASHC, Staff, EC	2019				KW	
Review environmental assessments completed for the state owned property near the railway (north of Ferry Road) and determine if more information is needed. This information will be used when considering zoning alternatives as part of the Land Use Regulation process update.	PC, Staff	2020		CWP - important for protection of this area	1 (CWP); 5 (KW)		
Complete a build out analysis of areas in and around existing villages. The analysis will be completed in the context of existing and planned facilities (e.g. septic). Land use regulations will be evaluated and revised, if appropriate, to encourage village densities that are greater than those in surrounding rural areas.	PC, CCRPC	2019					
Apply for Village designation from the Vermont Department of Housing and Community Development for West Charlotte and East Charlotte Village areas to access additional resources and financial assistance for historic preservation and economic development.	SB, PC, Staff	2019	Complete (2021)				Additional funding opportunities are now available for historic grants & infrastructure projects

Strategy. Support Agriculture	Responsible Municipal Party and / or Cooperating Entities	Timeframe (Anticipated Completion)	Status	Preferred Task	Most Important	Skill / Interest
Inventory and track farmland acreage, the number and type of farming operations and farm ownership patterns in town; create registry.	CC, CLT	2020; ongoing		CWP - Need to evaluate how farms and our continued desire to keep lands open are realistic - we aren't a farming community and more and we need to figure out how that changes our land use planning going forward	1	
<ul style="list-style-type: none"> Farm related businesses. (What about them?) 	PC	2020				
<ul style="list-style-type: none"> Flood hazard areas. (What?) 	PC, CC		Complete			
<ul style="list-style-type: none"> Adequate water supply / no interference / public notice 	SB, PC	2020				KW
<ul style="list-style-type: none"> Recharge areas 	SB, PC	2020				
Explore the formation of a Charlotte 'Farm and Food Committee'. (To Do What?)	SB, CC, EC	2020				
Explore re-establishing a farmers market	Not yet assigned	TBD				
<ul style="list-style-type: none"> Consider the creation of an overlay district to nurture small-scale agriculture in appropriate locations within the Rural Residential District 	SB, PC	2020				KW
Strategy. Aesthetics/Quality of Life/Wildlife Conservation	Responsible Municipal Party and / or Cooperating Entities	Timeframe (Anticipated Completion)	Status	Preferred Task	Most Important	Skill / Interest
<ul style="list-style-type: none"> Advisory design guidelines – including Thompson's Point, Historic Districts, Villages, US Route 7 / Ferry Road, seawalls. 	PC	2020				
Continue to plan for, develop and maintain an interconnected, town-wide network of trails and public byways	Trails Committee	On-going		CWP - important to ensure that the planning of future trails is supportive of the varied interests of all parties and that a trail network can actually be established. KD, LR	1	

UVM farm study/inventory is now complete & was posted to town website.

Accessory On-Farm Business amendment to LURs?

Continue updating / maintaining the Significant Wildlife Habitat Map and annually review land use trends, emphasizing the protection of forest blocks and habitat connectors as per Act 171 of 2016. The Planning Commission will meet annually with the Conservation Commission to review land use development decisions over the previous year, which may have considered the protection of forest blocks.	PC, CC, CCRPC	On-going		KW	2	
During development review, <i>Areas of High Public Value</i> will be identified and prioritized based on the qualities and relative values of each resource. This analysis will use the "Ecologist Site Assessment Protocol" for each site under review, and will also consider resources in the broader context as appropriate (e.g. Preservation of forest blocks - Act 171). Land development projects will be designed to complement existing land uses.	PC, ZBA, CC	On-going				KW
The Town will work with Chittenden Solid Waste District and its appointed Charlotte Board Members to improve; disposal processes to reduce carbon footprint, promoting soil health, local management of organics (food waste), and creating universal recycling waste stations and signage, and supporting local options for compliance with the Act 148 Universal Recycling Law, 2020 Household Ban on throwing food waste and other organics into the landfill Consider: consolidated hauling contract for curbside collection of organics, weekly local drop-off option at a centralized site, and/or developing sites for small scale community	SB, CSWD, PC, SC	2019				
Adopt specific lighting standards under the town's land use regulations and, at the same time, conduct public informational meetings to educate the public regarding strategies to avoid light pollution.	PC, SB, EC	2020				
The Town will continue to promote the use of non-contiguous PRDs and PUDs as a means to transfer density to areas deemed appropriate for development.	PC	On-going		CWP - this should be quick and easy	1	
Complete an Open Space and Conservation Action Plan and work with organizations to ensure protection of identified resources.	PC, CC, CLT	2020		KW	3	
Review and improve upon (if possible) the current scenic road inventories and the classification methodology (undertaken by Larry Hamilton in 1999) and re-evaluate other potential scenic roads (Mt. Philo - north, Greenbush -north, Hinesburg Rd., et al.) by recommending for possible addition to the scenic road map, which will serve as guidance for development review and roadside maintenance.	SB, PC, Staff, RC	2019-20				
Continue to inventory, catalogue and map historical and cultural resources.	CC, PC, Staff	On-going				
Inventory existing public access areas and develop an access management plan which outlines recommended improvements (if any). A timeline for the completion of these improvements will be included in the plan, which will be updated at least every five years.	SB, PC, CC, TrC	2019				
The Town will work with the State of Vermont / CCRPC to collect data on automobile, bicycle and pedestrian crashes; safety issues; and traffic volumes and speeds on Town roads on a routine basis.	SB, PC, Staff, CCRPC, VTrans	On-going				
The Selectboard shall review posted speed limits and consider adjusting them in accordance with State guidelines to promote safety.	SB	2020				

Strategy. Water Quality	Responsible Municipal Party and / or Cooperating Entities	Timeframe (Anticipated Completion)	Status	Preferred Task	Most Important	Skill / Interest
• Include stormwater management options, management recommendations like roadside mowing to control spread of invasive species, etc.	SB, PC, CC	2019		KW	4	
• Incorporate B71 and A76 standards as appropriate	SB., PC	2019				
• Fire ponds and dry hydrants. (WHAT?)	SB, PC, CC, CVFRS	2019			1	
• Flood resiliency	SB, PC, CC	2019				
• Riparian buffer and setback standards	PC, CC	2020				
• Stormwater management best management practices for existing & new project development. Incorporation of "Low Impact Development" (LID) standards and Green Stormwater Infrastructure (GSI) design principles for attenuating stormwater flow, maximize onsite stormwater retention and infiltration, and prevention of direct discharge into town right-of-way, streams, and surface waters.	PC	On-going		KW	1	
Complete a road inventory and road stormwater management plan	SB, RC, CCRPC, VTANR	2019			1	
Monitor the possible future need to establish Mooring Management Areas for the Lake Champlain shoreline.	SB	Ongoing				
NEW - do study of watershed and west village - explore connecting to CWD	SB			CWP - figuring this out seems to be the key to development of any sort in the West Village	1	
Strategy. Planning Infrastructure	Responsible Municipal Party and / or Cooperating Entities	Timeframe (Anticipated Completion)	Status	Preferred Task	Most Important	Skill / Interest
NEW: Complete a Build-out Study for the entire town based on current town plan	CCRPC					
NEW: Assess all ARPA funding opportunities; recommend uses to implement eligible priorities from this Plan	SB			CWP - timely due to nature of funding	1	
Consider consolidating development review related functions under one Development Review Board. This Board would be responsible for reviewing applications against all development review standards outlined in the Land Use Regulations providing clarity and certainty to both applicants and interested parties to the application including abutting	SB, PC, ZBA, Staff	2019	Complete (2021)			
Develop procedures for updating and maintaining Charlotte-based GIS layers. Identify other clearinghouses for resource related information and ensure that the best available data are used in all resource related work and development review that involves mapping and analysis.	Staff, TW, CCRPC, VCGI	On-going		CWP - this is a staffing issue - need to make sure we figure it out	1 (KW, CWP)	
The Town will, within its means, continue to support and provide access to social and cultural facilities, organizations, and events that serve the needs of Charlotte residents and highlight and celebrate the Charlotte community. See <i>Utilities, Facilities, and Services</i>	SB, PC, SC, Library	On-going				

(Part of line 61 task)

(Part of line 61 task)

The Town will consider the adoption of an Official Map for village areas which enables the reservation of lands for drainage, streets, parks, schools, and other public facilities.	PC, SB	2020		CWP - master planning the villages is a good idea, but will be very contentious if we haven't solved the water issue (will be contentious anyway).	1	
The Planning Commission will develop a capital budget and 5-year capital improvement program (CIP), for Selectboard consideration and adoption, that identifies and schedules planned capital improvements in relation to existing debt service and available sources of funding.	PC, SB	On-going				
Appoint an Economic Development Committee	SB	TBD				

Strategy. Miscellaneous	Responsible Municipal Party and / or Cooperating Entities	Timeframe (Anticipated Completion)	Status	Preferred Task	Most Important	Skill / Interest
Update Private Road and Driveway Development Standards (or Development Standards)	SB, PC, RC, CVFRS	2019		CWP - this has been on the list forever and is really outdated	1	
Encourage development review applicants to consider affordable or senior housing when presenting their subdivision proposals at Sketch Plan Review and provide information about the Affordable Housing Trust Fund.	PC, Staff	On-going				KW
Regularly update the hazards mitigation plan for FEMA-approval, and the emergency response and operation plans.	CVFRS, SB	On-going				
Provide town employees with the necessary equipment and training to facilitate conference calls, webinars, and other virtual meetings and information sharing.	SB	Ongoing	Complete (2021)			
Conduct a survey of existing locations for human burial and memorial and will assess future needs. This information will be used to review planning related concerns including zoning and long-term maintenance.	CeC	2020				

Finishing up our 5-year HMP update now.

Strategy. Energy Related	Responsible Municipal Party and / or Cooperating Entities	Timeframe (Anticipated Completion)	Status	Preferred Task	Most Important	Skill / Interest
The Planning Commission and Energy Committee will explore the addition of electric vehicle charging stations in Charlotte, either on municipal property or at other popular locations, in partnership with the Vermont Agency of Transportation and Drive Electric Vermont.	PC, EC	Ongoing				
Partner with Drive Electric Vermont to provide Charlotte residents with opportunities to try electric vehicles and learn about them at high profile local events.	EC	Ongoing				

EV Level 2 charging station installed at Town Hall, 2020

The Town will support the inclusion of appropriate accommodations for pedestrians and cyclists whenever improvements to major paved roads (e.g. Route 7, Spear Street, Hinesburg Road (Church Hill Road), Mount Philo Road, etc.) are undertaken.	SB, PC, TrC	On-going				
Evaluate options for energy efficiency in town buildings.	SB, EC	On-going				
The Energy Committee will promote the Go Vermont webpage, which provides rideshare, vanpool, public transit and park-and-ride options.	EC	On-going				
The Town will consider the creation of park and ride lots at appropriate locations in the West Charlotte and East Charlotte villages, which might also serve as transit stops.	SB, PC, TrC, CCRPC, VTrans, EC	On-going				
Work with the Chittenden County Regional Planning Commission to monitor and communicate goals for town total and per capita energy use and identify additional strategies to meet or improve upon these goals.	EC	Ongoing				
In the event that acquisition of municipally owned vehicles is considered, prioritize electric or biodiesel vehicles as feasible.	SB	??				
The Planning Commission will stress the importance of energy efficient design in the context of Subdivision and Site Plan design. Where applicable, the Zoning Board of Adjustment will do the same. Charlotte's Zoning Administrator will continue to educate anyone building in Charlotte about the Vermont Residential Building Energy Standards.	PC, ZBA, ZA	Ongoing				
The Town will support the Energy Committee's efforts to encourage greater energy efficiency among existing residences and businesses and the use of energy audits and building performance certification where appropriate, so that at least 25% of existing homes and businesses and 50% of new homes and businesses shall meet the requirements of the Vermont Stretch Energy Code by 2020.	EC, SB, EVT (Efficiency Vermont)	2020				
The Energy Committee will promote the Vermont Low Income Weatherization Program, which provides weatherization assistance to low income Vermonters and those who receive Supplemental Security Income or Seasonal Fuel Assistance.	EC, SB, Champlain Valley Weatherization	Ongoing				
The Planning Commission will update the Outdoor Lighting Section of the Land Use Regulations to include specific energy efficiency standards for outdoor lighting.	PC, EC	2022				
The Charlotte Energy Committee will pursue a variety of funding sources to continue the "Energy Shelf" program at the Charlotte Food Shelf.	EC	Ongoing				
The Town of Charlotte and the Charlotte Energy Committee will continue to work together to coordinate energy audits of public buildings, hire contractors to complete efficiency upgrades, and enroll public buildings in energy certification programs as appropriate.	EC, SB, Town Staff	Ongoing				
Work with partners including Efficiency Vermont and local manufacturers to provide education on advanced wood heating systems and promote wood stove change-out	EC, EVT (Efficiency Vermont)	Ongoing				
Work with energy utility partners including Green Mountain Power to provide education on the installation and use of cold climate heat pumps for heating.	EC, Green Mountain Power	Ongoing				
In keeping with the 2016 updated statutory goals of the CEP and the renewable energy generation goals set in the 2018 Chittenden County ECOS Plan, Charlotte will strive to meet 25% of its energy use from renewable sources by 2025, 40% by 2035, and 90% by 2050, and to generate an annual output of an additional 7,548 MWh to 16,031 MWh of electricity within Charlotte by 2050 (about 216 MWh to 458 MWh of new generation	EC, SB, CCRPC, Green Mountain Power	Ongoing				

The Planning Commission and the Energy Committee will analyze town-owned lands for potential renewable energy generation projects. This analysis will include factors related to environmental constraints and aesthetic concerns as well as resource potential. If town-owned land is determined to be appropriate for renewable energy generation, the town will consider	PC, EC, CC	2020				
The Town Selectboard and Planning Commission will assess impacts to Areas of High Public Value from proposed energy projects and will participate in PUC proceedings if warranted.	SB, PC	Ongoing				
Sites planned for or intended to accommodate planned energy facility development, including the location of existing and planned commercial and net- metered generation facilities and utility corridors, are to be shown on site development and subdivision plans	PC	Ongoing				
The Energy Committee will review and where appropriate recommend the implementation of financial incentives such as a modified permit fee structure to encourage residents and businesses to undertake more weatherization renovations and energy efficient building.	EC, PC, SB	2023				
The Town will support local organizations in their efforts to implement efforts to meet the Town's energy efficiency, conservation, sustainability and production goals.	EC, CC, SB	Ongoing				
<p><u>Listing of Cooperating Entities</u></p> <p>ASHC – Affordable / Senior Housing Committee, CC – Conservation Commission, CCDG – Charlotte Community Dev Group, CCRPC – Chittenden County Regional Planning Commission CeC – Cemetery Commission CLT – Charlotte Land Trust CSWD – Chittenden Solid Waste District CVFRS – Charlotte Volunteer Fire and Rescue Service EC – Energy Committee EVT – Efficiency Vermont PC – Planning Commission RC – Road Commissioner ReC – Recreation Commission SB – Selectboard TrC – Trails Committee TW – Tree Warden VTrans – Vermont Agency of Transportation ZA – Zoning Administrator ZBA – Zoning Board of Adjustment</p>						