FY26 ANNUAL REPORT
TOWN of CHARLOTTE

All information available at: ccrpcvt.org/charlotte

The **Chittenden County Regional Planning Commission (CCRPC)** is a political subdivision of the State created by the municipalities of Chittenden County in 1966 for the development of policies, plans and programs that address regional issues and opportunities in Chittenden County. The CCRPC also serves as the region's federally designated Metropolitan Planning Organization (MPO) and is responsible for transportation planning in Chittenden County in close collaboration with our municipalities, state and federal agencies, other partners, and the public.

The CCRPC is governed by a 29-member board consisting of one representative from each of the county's 19 municipalities, transportation representatives, and at-large members representing the interests of agriculture, environmental/conservation, business, and housing/socio-economic. CCRPC's purpose is to assist and serve its member municipalities to provide effective local government and address regional issues.

Learn more about CCRPC »

In **FY26**, the CCRPC invested about **$9.8 million** in:

The program leverages more than **$9.2 million** in Federal and State investment with $270,000 in municipal dues and another $330,000 in local match for specific projects — a more than 15:1 return on local investment.

Specific activities the CCRPC is engaged in with **Charlotte** and CCRPC's regional activities are discussed in the following sections of this report and at *ccrpcvt.org/charlotte*.

FY26 **CHARLOTTE** REPRESENTATIVES

CCRPC Board | Representative: *Dana Hanley* | Alternate: *Deirdre Holmes*

Transportation Advisory Committee | Rep: *Deirdre Holmes*

Planning Advisory Committee | Rep: *Lindsay Kahn*

Clean Water Advisory Committee | Rep: *Alexa Lewis*

Regional Emergency Management Committee | *Chris Davis, Jamie Valyou*

CHARLOTTE ACTIVITIES

In FY2026, the CCRPC provided assistance to Charlotte with the following projects and initiatives:

- **Charlotte Town Plan Updates:** CCRPC staff worked with Charlotte town staff to update the Town Plan ahead of its 2026 expiration. Specifically, RPC staff drafted updated language for the Land Use, Housing, and Energy chapters, updated data (demographic, housing, economy) and maps, and coordinated with the Planning Commission on the adoption timeline. RPC staff also recruited the Vermont Department of Health to review public health and equity content.
- **Municipal Energy Resilience Program:** Staff answered the town's questions about funding for energy upgrade projects, coordinated a meeting with utility providers to discuss possible custom incentives for building energy improvements, and responded to questions about solar tax credits.
- **Water Quality Planning Assistance:** Staff provided technical assistance on updated draft floodplain maps from the Federal Emergency Management Agency (FEMA) to the town's new planner.
- **Technical Assistance**: CCRPC staff provided a variety of technical assistance to the town:
    - Hosted, maintained and built a new map viewer for Charlotte.
    - Staff reviewed the town's stormwater permitting and reporting obligations, built a water quality data layer for the town's online map viewer, updated the town's wildlife habitat map viewer, updated the conserved land database, and provided current traffic count data to support the town plan update. Staff also updated the town's zoning map.
    - Staff provided ongoing technical assistance on Charlotte's land use regulations, including guidance on amendments to the planned unit development section and a proposed mixed use density bonus. Staff also assisted the town in closing out a bylaw modernization grant, provided information on community benefit agreements, and offered guidance on updating habitat maps to support implementation of new state conservation regulations.
    - Answered questions regarding implementation and funding for EV charging and energy projects in municipal buildings.
    - Finalized and submitted Charlotte’s calendar year 2024 All-Hazards Mitigation Plan monitoring report to town staff.
    - Mapped and updated Charlotte’s conserved lands database.
    - Staff reviewed a Section 248 energy project notice of application (25-1462-AN) in Charlotte. Review of this notice of application led to follow up coordination with a nearby property owner and municipal staff about the storage of hazardous materials risk on a rail line near the site.
- **Traffic Counts:** Four Automatic Traffic Recorder (ATR) counts were conducted in Charlotte in FY26. Historic traffic counts conducted in support of Charlotte’s transportation projects and studies can be found here.
- **Older Adults and Persons with Disabilities (O&D) Transportation Program:** The Chittenden County O&D Transportation Program supports community members through affordable transportation to medical appointments, access to fresh food at the grocery store, and social visits. In FY26, 190 trips were provided to Charlotte residents as part of this program.
- **Byway Coordination:** Chittenden County includes eight of Lake Champlain Byway’s 22 communities: Milton, Colchester, Winooski, Essex Junction, Burlington, South Burlington, Shelburne, and Charlotte. CCRPC staff maintained the Byway website including a helpful

Interactive Map. Additionally, CCRPC submitted a National Scenic Byways Program Grant in partnership with VTrans and LCPC to support website updates and outreach materials.

CHARLOTTE PROJECTS IN THE TRANSPORTATION IMPROVEMENT PROGRAM (TIP)

The TIP is a prioritized, multi-year list of transportation projects in Chittenden County. To receive federal funds, each transportation project, program, or operation must be authorized through CCRPC approval of the TIP. Charlotte projects included in the TIP are listed below. These projects are also included in the Vermont Agency of Transportation Capital Program for design or construction.

- **Holmes Creek Covered Bridge:** Scoping is underway for upgrades to the Holmes Creek Covered Bridge. Construction schedule to be determined.

REGIONAL ACTIVITIES

The following is a summary of CCRPC's regional work completed during fiscal year 2026 (July 1, 2025 through June 30, 2026). For more information, visit ccrpcvt.org/annual-reports.

Economy

Chittenden County Brownfields Program: The Brownfields Program aids property owners, potential developers, and municipalities with investigating environmental issues prior to potential property redevelopment. In FY26, CCRPC used the remainder of three different grants from the Environmental Protection Agency (EPA) and the Vermont Agency of Commerce and Community Development (ACCD) totaling nearly $750,000 to conduct environmental assessment and clean-up planning services at 13 project sites in four municipalities across the county. CCRPC anticipates applying for an additional $1M Coalition Assessment Grant from EPA this fall to continue supporting assessment work. In FY27, funds from a $1M EPA grant will be available from the Brownfields Revolving Loan Fund CCRPC established in FY26 to aid municipalities and property owners with environmental clean-up of contaminated properties.

Economic Mobility and Opportunity: In partnership with Essex Junction, Shelburne, South Burlington, and Winooski, CCRPC launched a regional economic mobility initiative through the International City/County Management Association's national Economic Mobility and Opportunity Program. Using the Urban Institute's Upward Mobility Framework, CCRPC helped the municipalities identify shared priorities and develop a regional vision for economic mobility. CCRPC also established 'communities of practice' focused on housing, entrepreneurship, and participation in local government; identified more than 50 potential partners for each priority area; and began building partnerships with key organizations. This work included launching *Startup and Scale* with the Vermont Professionals of Color Network, an event series connecting small businesses with free statewide resources, peer learning, and networking opportunities.

Chittenden County Communications Union District (CCCUD): CCRPC assisted the CCCUD as they worked to provide high-speed internet access to unserved and underserved addresses in their eight-municipality district, which includes Essex, Essex Junction, Jericho, Shelburne, South Burlington, Underhill, Westford and Williston. In 2026, the CCCUD partnered with Fidium/Consolidated Communications to provide broadband service to all the unserved and underserved locations in the district (~500+ locations). Phase 1 of the project, funded with $2.1M in Construction Grant funds from the Vermont Community Broadband Board (VCBB), is complete and has brought symmetrical, multi-gig speed internet access to the unserved and underserved locations in Shelburne, Essex, Westford and Williston. Phase 2 will be funded with an additional grant award to Comcast from the Federal BEAD program and will

include Jericho and Underhill.

Community Development

2026 ECOS Regional Plan: The 2026 Chittenden County ECOS Plan (Environment; Community; Opportunity; Sustainability) is the regional plan for Chittenden County and combines the Regional Plan, Metropolitan Transportation Plan, Comprehensive Economic Development Strategy, and Enhanced Energy Plan into one. On May 20, 2026, the CCRPC Board of Directors adopted the 2026 ECOS Regional Plan and received Land Use Review Board approval on July 31, 2026. Approval of the Plan by the LURB follows over five years of work by municipalities, CCRPC staff, and the public. Staff look forward to implementing the plan's goals and actions through CCRPC's work program.

- **2026 ECOS Regional Plan Outreach:** CCRPC coordinated public communications and engagement supporting the development and adoption of the 2026 ECOS Regional Plan. This included public notices and hearings, online engagement opportunities, and the development of accessible, graphically designed outreach materials – including posters, flyers, one-page summaries, presentations, maps, handouts, and other materials – to make complex planning topics easier to understand during the more than 160 public engagement activities held in all 19 municipalities.

Municipal Plans & Staff Support: CCRPC reviewed nine municipal plans for compliance with state planning goals and compatibility with the ECOS Regional Plan. In FY26, CCRPC staff provided designated staff support to Shelburne, St. George and Underhill to fill zoning administrator and town planner vacancies.

Housing: CCRPC organized semi-annual Regional Housing Convenings to facilitate peer exchanges on housing initiatives across the county. The fall event included a presentation on the Community and Housing Infrastructure Program (CHIP) and a municipal roundtable. In the spring, the NH Youth Movement and 603 Forward presented how to build pro-home communities in cities and towns. CCRPC coordinated with the Agency of Commerce and Community Development (ACCD) and City of Essex Junction on the Homes for All Initiative, specifically the 802 Homes catalog pilot project. The catalog includes 10 pre-permitted, construction-ready Missing Middle Housing designs (ADUs through four-unit buildings) that municipalities can adopt in their development regulations to speed up permitting and cut costs for small-scale developers. These designs will be available for use by any municipality after completion of the pilot project.

Northwest VT Transit Oriented Development (TOD): Beginning in FY23, the CCRPC initiated work on a $2.1M federal RAISE planning grant to advance transit-oriented development (TOD) planning across 12 communities in five Northwest Vermont counties. The grant work included community TOD master plans, municipal zoning updates to support compact, mixed-use development, a regional real estate market analysis, and a transit-focused assessment to evaluate opportunities for enhanced regional transit service. In FY26, CCRPC completed the Transit, Finance, and Governance Task and substantially completed the community master planning and municipal zoning updates for all 12 participating communities.

Transportation

Regional Transportation Safety Action Plan: In FY26, CCRPC completed a comprehensive Regional Safety Action Plan (RSAP) for Chittenden County. The RSAP provides a data-driven, proactive and integrated approach to enhance regional roadway safety by identifying innovative and proven safety solutions to reduce the number of fatal and serious injury crashes for all road users in the county. This ready-to-implement RSAP meets all the requirements of a safety action plan required by the USDOT Safe Streets for All (SS4A) grant program and enables the CCRPC and member municipalities to apply for

implementation funding.

Traffic Alert Program: During FY26, CCRPC distributed 42 weekly emails with timely information about construction, road closures, and other activities affecting travel in Chittenden County. This free seasonal service runs from April through December and is available to anyone interested in staying informed about regional traffic impacts. To subscribe to the weekly Traffic Alert email, or for more information, visit the Traffic Alert webpage.

Public Transportation Planning: CCRPC remains engaged with Green Mountain Transit (GMT) on a variety of public transit planning projects and initiatives. During FY26, CCRPC provided $761,000 to GMT for transit planning in Chittenden County. CCRPC and GMT also coordinated with VTrans and South Burlington to continue a Regional Transit Signal Priority (TSP) feasibility study that is currently piloting TSP technology on a transit priority route: Dorset Street between Williston Road and Garden Street.

Transportation Demand Management (TDM): The CCRPC Board adopted the Regional Transportation Options Plan on February 18, 2026. The plan assesses the feasibility of TDM options and provides a framework to advance recommendations of both the 2023 Metropolitan Transportation Plan (MTP) and the Chittenden County I-89 2050 Study. CCRPC staff participated in CATMA's 4th Annual Transportation Summit and their Chittenden County Major Employer Regional Transit Roundtable.

Active Transportation Planning: CCRPC provided active transportation (walk, bike, roll) technical assistance to municipalities and businesses, assisted municipalities with active transportation grants and UPWP applications, managed active transportation UPWP projects, and conducted bicycle/pedestrian counts on paths, designated bike lanes, and other roadways. These efforts are designed to advance the infrastructure and program recommendations in the Regional Active Transportation Plan.

Older Adults and Persons with Disabilities (O&D) Transportation Program: The Chittenden County O&D Transportation Program supports community members through affordable transportation to medical appointments, access to fresh food at the grocery store, and social visits. In FY26, the O&D Committee held six meetings to discuss and decide on program funding, the VTrans grant application process, volunteer driver outreach, and the transition of the program from GMT to Rural Community Transportation (RCT) and Special Services Transportation Agency (SSTA).

Regional Transportation Resilience Planning: The purpose of this project is to identify and prioritize road segments and structures in the county that are vulnerable to flood damage. In FY26, CCRPC staff worked with a consultant to use the Transportation Resilience Planning Tool (TRPT) vulnerability scoring and develop a more robust prioritization schema. They also worked with municipal Road Foremen to map 35+ repeat storm-damage locations across nine municipalities and developed a prioritized list of projects that will move forward to scoping. Phase 2 of this project will begin in FY27 and will conduct scoping on the highest priority segments and structures that were identified during phase 1.

Exit 14 Scoping Study: CCRPC, in collaboration with VTrans, the cities of South Burlington and Burlington, and other partners initiated a scoping study to evaluate alternatives to improve safety, connectivity, and operational efficiency for all users of the Exit 14 Interchange area. The study recommends short-, medium-, and long-term improvements to address multimodal issues. The final report is available here.

Energy & Climate

Regional Energy Planning and Implementation: CCRPC helped create or update municipal enhanced energy plans for several municipalities in FY26. CCRPC continued to provide technical support to municipalities for the statewide Municipal Energy Resilience Program for municipal buildings, EV charging, fleet electrification, and other energy and climate-related programs. CCRPC coordinated with state agencies, utilities, and other partners to provide information about energy and resilience programs and funding opportunities for municipalities. CCRPC staff also served as the state planning representative on

the Vermont Systems Planning Committee (VSPC).

Emergency Management & Hazard Mitigation

Emergency Management: CCRPC continued to staff the Regional Emergency Management Committee (REMC), a group that coordinates and supports regional all-hazard emergency planning and preparedness activities to improve the region's ability to prepare for, respond to, and recover from all disasters. Over the past year, the REMC met three times, hosting presentations on the Vermont Wildland Fire Program, the State Emergency Management Plan update, Red Cross disaster services, and a training session on the FEMA Public Assistance program. Work on regional emergency management planning has been limited because federal emergency management planning grant (EMPG) funds have been unavailable from FEMA. CCRPC staff continued to support municipal and state emergency management partners through information sharing, training opportunities, and preparedness activities. CCRPC staff maintain readiness to support the State Emergency Operations Center (SEOC) when called upon and to serve as the local liaison between municipalities and the state to collect damage assessment information after significant storm events. CCRPC also collected information from each municipality on annual implementation of hazard mitigation activities.

Infrastructure & Implementation

VT Culverts: The VT Culverts website can be used by municipalities to view a town's bridges and culvert locations on a map and to understand their condition or inventory date. CCRPC is one of two RPCs that manage the website. As of June 2026, five Chittenden County municipalities actively used VT Culverts to inventory town-maintained bridges and culverts. In FY26, CCRPC staff contracted with Stone Environmental to execute enhancements to the VT Culverts platform. Work included enhanced user guides, ArcGIS online content organization, and general technical assistance.

Clean Water / Stormwater & Natural Resources

Clean Water: CCRPC coordinated regional clean water efforts through its Clean Water Advisory Committee and MS-4 Sub-Committee and continued serving on the Lake Champlain Sea Grant Program Advisory Committee. On behalf of the nine municipalities and three organizations – UVM, Patrick Leahy Burlington International Airport, and VTrans – subject to the MS4 permit, CCRPC managed shared public education and involvement programs, including Rethink Runoff. As the Clean Water Service Provider (CWSP) for the Northern Lake Champlain Direct Drainages (Basin 5), CCRPC worked with the Basin 5 Water Quality Council to oversee non-regulatory projects that reduce phosphorus entering local waterways and Lake Champlain. Staff also coordinated regularly with the Clean Water Service Providers for the neighboring Lamoille (Basin 7) and Winooski (Basin 8) watersheds.

Municipal Roads General Permit (MRGP) Compliance and Water Quality Planning Assistance: CCRPC helped Chittenden County municipalities meet their Municipal Roads General Permit requirements by conducting Road Erosion Inventories, tracking and documenting improvements to road segments and drainage outlets, and supporting required reporting to the Vermont Department of Environmental Conservation. CCRPC also assisted municipalities with the State's Grants in Aid program, which provides funding for stormwater improvements that support permit compliance. In FY26, 15 Chittenden County municipalities participated in the program and received awards totaling $448,500.

Partnership & Engagement

Municipal Elected Official Forums: CCRPC hosted three forums for Chittenden County Selectboard/City Council members and Town/City Managers/Administrators to support information-sharing and regional collaboration.

Municipal Legislative Breakfast: CCRPC convened the annual Municipal Legislative Breakfast, bringing together municipal officials, legislators, and regional partners to discuss shared priorities and issues affecting Chittenden County communities.

Public Participation Plan: CCRPC developed and began implementing an organization-wide Community Liaison Policy, Stipend Policy, and Language Access Plan as part of the ongoing update to the federally required Public Participation Plan.

Accessible and Inclusive Communications: CCRPC improved the accessibility and usability of its website, project pages and materials, meeting information, and online engagement resources while supporting language access and inclusive participation in regional planning activities.

Religious and Cultural Days of Significance Calendar: CCRPC maintained and expanded an online calendar that outlines religious and cultural days of significance. The list is not exhaustive but is intended to be a resource to be consulted prior to scheduling meetings and events.

Funding Opportunities Database: CCRPC maintained and expanded this searchable public database, a near complete list of funding opportunities available to municipalities, non-profits, and businesses for planning and infrastructure-related projects.

Community Engagement Database: CCRPC maintained and expanded a searchable public database of Community Engagement Efforts in Chittenden County to improve coordination among organizations and municipalities, reduce duplication of outreach, and minimize engagement fatigue.

Municipal Equity Community of Practice: CCRPC launched a Municipal Equity Community of Practice, convening monthly meetings of municipal staff working on equity and engagement to share best practices, discuss challenges, exchange resources, and identify opportunities for collaboration.

SERVICES AVAILABLE

CCRPC helps municipalities turn local priorities into coordinated plans, projects, and investments. Through its annual Unified Planning Work Program (UPWP) application process, CCRPC provides municipalities and partners the opportunity to apply for federal funds to advance municipal and regional priorities.

Every November, CCRPC begins the process of creating the next fiscal year's UPWP and announces a request for projects. CCRPC receives funding from local, state, and federal sources for various programs and initiatives. We typically have about $2M available for new municipal and partner projects. Please visit the UPWP webpage for more information. Applications are due in late January.

The following is a summary of the types of services CCRPC provides.

Transportation-Related Projects (Federal Transportation Planning Funding)

- Project development/scoping that will lead to implementation (roadways, bridges, intersections, traffic signals, sidewalks, and bike facilities).
- Multimodal transportation planning (Corridor and Area-wide Studies).
- Stormwater/Water Quality planning and project scoping consistent with the Municipal Roads General Permit (MRGP), tactical basin plans or state/regional goals, plans, and permits.
- Transportation-related education or outreach to historically excluded and underrepresented populations.

Land Use and Energy Implementation Assistance (may be eligible for transportation

funding if the project has a transportation connection)

Municipal Plans and Regulations: CCRPC staff are available to help municipalities write and amend municipal plans on a fee-for-service basis. CCRPC staff can also assist municipalities with developing or amending municipal regulations on a fee-for-service basis. CCRPC staff may be able to temporarily fill zoning administrator or town planner positions for a municipality after the loss of an employee. In FY26, CCRPC provided both services to Chittenden County municipalities. CCRPC also retains pre-qualified consultants with municipal regulation experience that can be called upon to assist with municipal bylaws.

Chittenden County Better Connections Program: the CCRPC encourages municipalities to coordinate land use decisions with transportation investments that build community resilience, with a particular emphasis on projects that support the implementation of walkable communities.

Energy & Climate Implementation Assistance, including but not limited to:

- Education and outreach conducted to increase awareness and understanding of local, regional, and state energy and climate plans
- Energy-related transportation and land use sector implementation activities (e.g., climate resilience, public transportation, bike-ped projects, compact mixed-use development, electric vehicles, charging infrastructure and e-bikes)
- Electricity sector implementation activities (e.g., electric efficiency and conservation measures, smart grid, appropriate siting of renewables-based generating facilities, electricity/power resilience)

Other assistance, including Health and/or Equity Impact Assessments as part of any of the previous categories.

Communications, Outreach & Engagement Assistance

Communications, design, and document support: CCRPC provides fee-for-service communications support to help municipalities present information clearly, accessibly, and professionally to municipal officials and staff, regional partners, community organizations, and the public. Services may include: writing and editing; document design, formatting, and production; logo and visual identity development; and the creation of coordinated graphics and communications materials such as flyers, one-pagers, presentations, posters, reports, newsletters, public notices, webpages, and ready-to-share outreach packages.

Outreach and engagement support: CCRPC provides support for municipal planning projects, studies, and decision-making processes, including developing accessible engagement strategies and outreach materials, identifying and reaching stakeholders, and designing opportunities for community input.

Planning and facilitating accessible public meetings, workshops, surveys, focus groups, tabling opportunities, and other engagement activities.

Support for reaching historically excluded and underrepresented populations and reducing barriers to participation through accessible and inclusive engagement approaches.

Support for documenting, summarizing, and incorporating community feedback into plans, projects, and decisions.

Technical Assistance

CCRPC makes free technical assistance available to all member municipalities across all planning-related topics. For details and limitations, please see CCRPC's technical assistance policy. Below is an overview of the different types of technical assistance to member municipalities each fiscal year.

- **Transportation Technical Assistance:** CCRPC can provide the following transportation technical assistance to member municipalities:
    - Speed studies
    - Roadway safety assessments
    - Traffic signal and stop sign warrant analyses
    - Pavement condition assessments
    - Roadway capacity, signal timing, and level-of-service evaluations
    - Data collection – traffic, walk/bike, sidewalk, culverts, and more
    - Road erosion inventories for Municipal Roads General Permit (MRGP) compliance

- **Land Use and General Technical Assistance:** Member municipalities are eligible to receive 12 hours of land use and general technical assistance per fiscal year at no charge. Examples of technical assistance in this category include municipal plan data requests, review of development review decisions, development regulation audits, or project development-related guidance.

- **Geographic Information System (GIS) Technical Assistance**: Member municipalities or non-profit municipal organizations are eligible to receive 12 hours of GIS-related technical assistance per fiscal year at no additional charge. These hours can be used for map creation, data development, GIS analysis, or GIS user assistance.

For further information about the CCRPC, please visit ccrpcvt.org or contact Charlie Baker, CCRPC Executive Director: cbaker@ccrpcvt.org.