

Regional Planning Commission Application

Applicant Information

Regional Planning Commission:

Windham Regional Commission

Primary Contact Name:

Matt Bachler

Email:

mbachler@windhamregional.org

Application Type

Instructions: Check all that apply.

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Preapplication Review

☒

Regional Plan application

☒

Tier 1B Status Request

☐

Application

☐

Adopted Regional Plan application

☐

Tier 1B Status Request

☐

Minor Future Land Use (FLU) map amendment

☐

Request for a new regional plan determination

Supporting Attachments

Instructions: Submit attachments listed based on the application type applied for.

Preapplication Review – Regional Plan

- Draft Regional Plan
- Draft Regional Plan Review Checklist
- Draft FLU Digital Data Layer

Preapplication Review – Tier 1B

- Draft Tier 1B Digital Data Layer
- Draft Tier 1B Memorandum

Application for Determination - Adopted Regional Plan

- Adopted Regional Plan
- Regional Plan Review Checklist
- Application Fee (\$295)
- Adopted FLU Digital Data Layer
- Municipal Confirmation Letters from the RPC (required for neighborhood designations)

Application for Determination – Tier 1B

- Tier 1B Memorandum
- Tier 1B Digital Data Layer
- Municipal Confirmation Letters (required for neighborhood designations)
- Municipal Tier 1B Resolutions (for each municipality opting for Tier 1B)

Application for Determination – Minor FLU Map Amendment

- Amended FLU Digital Data Layer
- Map highlighting change for minor FLU map amendment
- Letters of support from all municipalities affected by map amendment
- Affirmative vote by applicant (RPC Meeting Minutes reflecting vote, or RPC Resolution)
- Tier 1B Digital Data Layer, if applicable
- Municipal Tier 1B Resolutions, if applicable
- Tier 1B Memorandum, if applicable
- Municipal Confirmation Letter from the RPC (for modified neighborhood designations)

Response to Negative Determination

- Adopted Regional Plan
- Regional Plan Review Checklist
- Adopted FLU Digital Data Layer
- Municipal Confirmation Letters from the RPC (for neighborhood designations)
- Tier 1B Memo, if applicable
- Tier 1B Digital Data Layer
- Municipal Tier 1B Resolutions (for each municipality opting for Tier 1B)
- Response to Negative Determination (summary of changes from negative determination)

Preapplication Review: Draft Regional Plan

1. Estimated/Scheduled date of first public hearing for the draft regional plan:

08/18/2026

2. Number of public hearings required in the Regional Planning Commission Bylaws when making a change to the Regional Plan:

Two

3. Use the table below to list municipalities seeking neighborhood designation. Select each municipality from the dropdown list to ensure consistency with the Land Use Review Board database. Add additional rows or sheets if necessary.

Municipality	Neighborhood Designation	Confirmation
Select municipality	Enter neighborhood designation	☐ Has a duly adopted municipal plan ☐ Has a confirmed planning process
Brattleboro	Planned Growth Area	Has both
Newfane	Village Area	Has both
Putney	Both Planned Growth Area & Village Area	Has both
Rockingham	Both Planned Growth Area & Village Area	Has both
Westminster	Village Area	Does not meet either
Weston	Village Area	Has both
Winhall	Village Area	Has both

Municipality	Neighborhood Designation	Confirmation
Select municipality	Choose an item	Select confirmation status
Select municipality	Choose an item	Select confirmation status
Select municipality	Choose an item	Select confirmation status
Select municipality	Choose an item	Select confirmation status
Select municipality	Choose an item	Select confirmation status
Select municipality	Choose an item	Select confirmation status

Preapplication Review: Tier 1B Status Request

1. If this is a separate Tier 1B request, list the date the adopted regional plan received an affirmative determination issued by the Board.

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Application: Adopted Regional Plan or New Determination

1. Date Regional Plan was adopted:

2. Was the voting percentage of the RPC 60% or greater in favor of adoption? (24 V.S.A 4348)

Select one

3. Certify notice was sent to the following entities.

Instructions: For each party listed below, indicate whether the required materials were sent at least 30 days prior to the first public hearing and enter the date the materials were sent.

Party	Yes/No	Date
Chair of the legislative body or municipal manager of each municipality within the region	Select one	
Executive Director of each abutting Regional Planning Commission	Select one	
The Department of Housing and Community Development and the Community Investment Board	Select one	
Agency of Natural Resources	Select one	
Agency of Agriculture, Food and Markets	Select one	
Agency of Transportation	Select one	
Department of Public Service	Select one	
Department of Public Safety, Division of Emergency Management	Select one	

Instructions: List each business, conservation group, low-income advocacy group, or other community or interest group that requested notice in writing. For each entry, indicate whether the required materials were sent and enter the date sent.

Name	Type of Party	Yes/No	Date
	Select one	Select one	
	Select one	Select one	
	Select one	Select one	
	Select one	Select one	
	Select one	Select one	
	Select one	Select one	
	Select one	Select one	
	Select one	Select one	
	Select one	Select one	

4. The applicant certifies that the following information was sent to its member municipalities at least 30 days before the first public hearing

	Yes/No	Date
A description of map changes within the municipality	Select one	
A municipality-wide map showing old versus new areas with labels	Select one	
Information about the Tier structure under 10 V.S.A. Chapter 151, including how to obtain Tier 1A or 1B status	Select one	
The process for updating designated area boundaries	Select one	

5. Were any revisions made to the proposed regional plan less than 30 days prior to the final public hearing?

Select one

If yes, was a copy of the proposed change sent to the chair of each member municipality within the region, and to any individual or organization requesting a copy at least 30 days before the final public hearing? (24 V.S.A. §4348(f))

Select one

6. Date of first public hearing for the proposed regional plan.

7. How many public hearings are required in the Regional Planning Commission bylaws before adopting or amending the Regional Plan?

Hearing Date	Hearing Location	Hearing Notice Date	Notice issued in a newspaper? Specify which one.
			Select one
			Select one
			Select one
			Select one
			Select one
			Select one

Minor FLU Map Amendment(s)

1. List the municipalities affected by the minor map amendment.

Instructions: Select each affected municipality from the dropdown list below.
Add additional rows if necessary

Municipality
Select municipality
Select municipality
Select municipality
Select municipality
Select municipality
Select municipality
Select municipality
Select municipality
Select municipality
Select municipality

2. What is the land area of the minor map amendment in acres? Please explain how this figure was calculated.