

Municipal Plan – Implementation Assessment

Guidelines and Standards for Confirmation of Municipal Planning Processes

Municipality: Town of Highgate

Date: 8/17/23

Municipal Plan Expiration: 7/20/2031

Planning Process Currently Confirmed? Yes No

Activity	Progress? (select all that may apply)	Explanation of Progress
Preparation or adoption of bylaws or amendments:	Activity Completed <input checked="" type="checkbox"/> Currently Implementing <input type="checkbox"/> Not a Priority During Time Period Not a Priority in Plan <input type="checkbox"/> Hindered or Delayed <input type="checkbox"/> No Activity	The town is currently working on bylaw amendments as part of a consortium of towns that received funding for bylaw modernization. They actively monitor their bylaws and make amendments accordingly. The last substantial bylaw revision was completed in 2015.
Capital budgets and programs:	<input type="checkbox"/> Activity Completed <input checked="" type="checkbox"/> Currently Implementing <input type="checkbox"/> Not a Priority During Time Period <input type="checkbox"/> Not a Priority in Plan Hindered or Delayed <input type="checkbox"/> No Activity	The Town of Highgate developed a capital budget, plan and policy with a Municipal Planning Grant in 2015. The Town adopts an annual capital budget annually in accordance with the policy.

<p>Supplemental plans: (list one or more identified in the plan, but not necessarily all. Examples: Hazard Mitigation Plan, Sidewalk Plan, etc.)</p>	<p>Activity Completed <input checked="" type="checkbox"/> Currently Implementing <input type="checkbox"/> Not a Priority During Time Period <input type="checkbox"/> Not a Priority in Plan <input type="checkbox"/> Hindered or Delayed <input type="checkbox"/> No Activity</p>	<p>The Town of Highgate has developed a master plan for the Highgate Village Core property and continues to refine and work on implementation.</p> <p>Highgate maintains a Hazard Mitigation Plan.</p> <p>Highgate maintains a Community Facility and Service Plan.</p> <p>The Town Plan identifies the need for a strategic plan for the Highgate Ice Arena.</p>
<p>Other actions, programs, or measures undertaken or scheduled to implement the adopted plan: (list one or more identified in the plan, but not necessarily all)</p>	<p>Activity Completed <input checked="" type="checkbox"/> Currently Implementing <input type="checkbox"/> Not a Priority During Time Period <input type="checkbox"/> Not a Priority in Plan <input type="checkbox"/> Hindered or Delayed <input type="checkbox"/> No Activity</p>	<p>The Town of Highgate is implementing a wide array of projects that further the Municipal Plan, including the Highgate Village Core property which includes a municipally driven mixed use development and new town library. This property includes brownfields elements and the town has received brownfields assessment funds from NRPC.</p> <p>The Town is in the design phase of a municipal wastewater system – community indirect discharge that will have capacity to serve the entire village, but may be developed in phases first as 6500gpd to serve the village core and a small number of other high priority sites. They have received CWSRF and ARPA funds for this project.</p> <p>The Town of Highgate is working on addressing a landslide issue behind the landfill.</p> <p>The Town is pursuing an ambitious project to extend sewer and water service from Swanton Village to the Franklin County Airport and adjacent industrial lots.</p>

24 V.S.A. 4350(c): *In order to retain confirmation or the planning process, a municipality shall document that it has reviewed and is actively engaged in a process to implement its adopted plan.*

- (1) When assessing whether a municipality has been actively engaged in a process to implement its adopted plan, the regional planning commission shall consider the activities of the local boards and commissions with regard to the preparation or adoption of bylaws and amendments; capital budgets and programs; supplemental plan; or other actions, programs, or measures undertaken or scheduled to implement the adopted plan. The regional planning commission shall consider factors that may have hindered or delayed municipal implementation efforts.*

- (2) The consultation may include guidance by the regional planning commission with regard to resources and technical support available to the municipality its adopted plan and recommendations by the regional planning commission for plan amendments and for updating the plan prior to readoption under section 4387 of this title.*

In order to obtain or retain confirmation, a municipality must be actively engaged in a process to implement its adopted plan. Actively engaged is defined as making progress in all of the four implementation categories above or a determination that the plan does not call for any implementation actions in a category.

Notes: Staff recommends that the Town receive confirmation of the planning process.