

# Municipal Plan – Implementation Assessment

## Guidelines and Standards for Confirmation of Municipal Planning Processes

**Municipality: Richford**

**Date: 1/7/2026**

**Municipal Plan Expiration: 12/18/2025**

**Planning Process Currently Confirmed? Yes X No (expired)**

<b>Activity</b>	<b>Progress?</b> (select all that may apply)	<b>Explanation of Progress</b>
<b>Preparation or adoption of bylaws or amendments:</b>	Activity Completed X 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	The Town Plan’s land use chapter does not propose any changes to Richford’s existing zoning districts. An implementation action of the plan is to make amendments to the zoning bylaw to add flexibility to parking requirements for historic properties in the Village (Project 3).
<b>Capital budgets and programs:</b>	<input type="checkbox"/> Activity Completed X 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	Creating a capital budget is listed as an implementation action of the Town Plan (Project 6). Specific sub-projects are planning for water and wastewater service system needs, sidewalk repair and improvements, and wayfinding signs, lighting and landscaping.

<p><b>Supplemental plans:</b> (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 Richford Re-Connect plan was completed in 2024 and proposes a plan for trail connections between the Elementary School and Village, with several phases proposed. Seeking funding to implement the project as phased is an implementation action of the Town Plan (Project 7).</p>
<p><b>Other actions, programs, or measures undertaken or scheduled to implement the adopted plan:</b> (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 Plan has several implementation actions broken into 14 specific projects with a timeline and responsible party. Programs include improving enforcement of the housing code to improve the quality of rental units in the town (Project 1), constructing a visitor’s center (Project 5), and starting an artist in residence program (Project 10).</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:**