

Agenda Summary
April 8, 2026

Agenda Item No. C-1

Other Business – Manager’s Report

Conservationist of the Year Award: On 4/3 the Conservation Commission Chair Catherine Gott and Ryan Krukar of the Conservation Commission presented the 5th grade teachers with the 2026 Conservationist of the Year Award during Friday Morning Meeting at Stowe Elementary School. The Commission recognized the impact of the teachers’ water quality program, which has helped Stowe students develop a strong understanding of river health, stewardship, and the importance of caring for local natural resources.

Inclusionary Zoning RFQ: The Town of Stowe is seeking qualifications from experienced firms, teams, or individuals interested in leading the development of inclusionary zoning regulations. The consultant will conduct research and analysis, engage with stakeholders, and draft regulatory language designed to increase the availability of affordable housing as part of market rate developments. The Town will conduct a Qualification-Based Selection process to identify the most qualified consultant. Selection will be based on qualifications, with preference given to consultants who have experience working in high-amenity resort communities.

Act 250 Notices:

No new Act 250 notices.

Minutes: Enclosed are the following minutes:

- Development Review Board – March 17
- Planning Commission – March 16
- Conservation Commission – March 23
- Historic Preservation – March 18
- Electric Commission – March 31
- Energy Committee – February 26

Recommendation: No action is necessary. This time is set aside to ask questions of a general nature and for the public to be heard on any issue not on the regular agenda that does not require Selectboard action and is of a non-personnel nature.





Department of Planning & Zoning
Town of Stowe
PO Box 730
Stowe, VT 05672
www.stowevt.gov

Request for Qualifications (RFQ)

Professional Services to Develop Inclusionary Zoning

Date Issued: March 23, 2026

Responses Due: Monday April 27, 2026, at 12:00 PM

The Town of Stowe is seeking qualifications from experienced firms, teams, or individuals (“the consultant”) interested in leading the development of inclusionary zoning regulations. The consultant will conduct research and analysis, engage with stakeholders, and draft regulatory language designed to increase the availability of affordable housing as part of market rate developments. The Town will conduct a Qualification-Based Selection process to identify the most qualified consultant. Selection will be based on qualifications, with preference given to consultants who have experience working in high-amenity resort communities.

Background

Located in Lamoille County, Vermont, Stowe is frequently recognized as one of the best small towns to visit in America and is celebrated for its world-class outdoor recreation, charming historic downtown, scenic forested hillsides, and preserved natural and working landscapes. Residents cherish the town’s strong sense of community and character while enjoying the amenities of a premier four-season resort, including restaurants, shops, arts, and special events. With a year-round population of roughly 5,200 and approximately 3,500 housing units, most of which are seasonal homes, Stowe often welcomes more than 10,000 visitors per day during peak periods, many staying in the 2,500 hotel rooms and short-term rentals. While these attributes make Stowe a vibrant destination, the town faces growing housing challenges. Steadily rising home prices, limited inventory, high construction costs, near-zero vacancy rates, and the growth of the short-term rental market have made it increasingly difficult for low- and moderate-income households to live in the community they help support.

To address these challenges, the Town established a Housing Task Force in 2024 and recently completed a Housing Needs Assessment. The Planning Commission is finalizing an updated comprehensive plan, *Stowe 2050*, which includes policies and actions to expand housing opportunities for year-round, low- and moderate-income residents and families. Building on this momentum, the Town now seeks a consultant to develop inclusionary zoning regulations that are tailored to Stowe’s unique housing needs and community character.

Scope of Services & Time Frame

Working closely with municipal staff and the Planning Commission, the selected consultant will be responsible for, at a minimum, the following tasks. The final scope of services will be developed collaboratively with the consultant, but will include, at a minimum:

- Analyze market and development data to inform appropriate affordability levels, fees, and program applicability.

- Develop recommended inclusionary requirements, including income eligibility thresholds, verification processes, and ongoing monitoring protocols.
- Develop the recommended number of market rate units that would trigger a requirement to build an affordable unit(s) and the recommended ratio of market rate units to affordable units.
- Engage with local market rate and affordable housing developers and other pertinent interested parties.
- Define developer incentives, such as density or height bonuses, and develop alternative compliance options, including off-site development or payment-in-lieu fees, along with parameters for evaluating and monitoring these alternatives.
- Draft regulatory language, supporting materials, and community engagement documents.
- Identify the likely number of units built and/or fees estimated to be raised over the next ten years based on past and anticipated development trends.
- Outline the administrative effort necessary for the municipality to administer the inclusionary zoning program in terms of staffing hours and any other relevant considerations.
- Support Town staff in finalizing the regulations and serve as an expert resource throughout public review and adoption.

The Town anticipates that this project will begin in summer 2026. The final scope of services and project timeline will be finalized through negotiation prior to contract execution.

Funding

The total budget for consulting services shall not exceed \$35,000.

Submission Requirements

1. Cover letter/letter of interest (limit of one page).
2. A statement of qualification to carry out the project. Consultants should provide a description of their general qualifications, relevant skills and services they offer, and experiences with similar types of projects preferably but not necessarily in Vermont. If a sub-consultant is involved, describe the qualifications of that person or firm. Provide resumes of all the key individuals that will be involved in the project.
3. Provide a brief description of the general method and approach to completing the project.
4. Provide a proposed timeline for completing the work and indicate when the consultant can begin services. Include information on any existing commitments or projects that could affect the consultant's ability to complete the project on schedule.
5. An overall budget including a not-to-exceed total for the entire project for the services described herein.
6. At least three references with contact information where similar services were provided.

Submission Deadline: Submission must be received via email to the below by Monday April 27, 2026 at 12:00 PM. An extension of the deadline may occur if necessary.

Respondents must submit one (1) digital copy (pdf) to:

Town of Stowe
Sarah McShane, Director of Planning & Zoning

(802) 253-2705
smcshane@stowevt.gov

Please expect a confirmation email upon receipt of your submission. If you have any questions about this project or the RFQ, please address them in writing by email to smcshane@stowevt.gov. We will respond to all questions in writing within 1-3 business days.

Selection Criteria

A selection committee will conduct an evaluation of qualifications and will consider the following criteria:

1. Understanding of the project and approach
2. Experience, knowledge, familiarity and past performance with work described herein.
3. Ability to begin and complete the project
4. Cost for services
5. Satisfaction of previous clients

The Town intends to select a consultant within four weeks of receiving the responses to this RFQ and expects to complete final scoping and contract negotiation in June 2026. This will be a qualification-based selection process where factors other than cost may be considered. Following the selection process, one (1) consultant will be selected to negotiate a final contract for services. The final scope of work with specified deliverables will be developed through negotiation of the final contract.

Costs Associated with Proposal

Any costs incurred by any person or entity in preparing, submitting or presenting a proposal are the sole responsibility of that person or entity. The Town will not reimburse any person or entity for any costs incurred.

Rejection of Proposals

Through its Town Manager, the Town reserves the right to reject any and all proposals, to negotiate with one or more parties, or to award the contract to the proposal the Town deems will meet its best interests, with price not being the sole consideration. The Town reserves the right to re-advertise and to extend the deadline for submissions. This RFQ in no way obligates the Town to award a contract. The municipality reserves the right to issue supplemental information or guidelines relating to the RFQ, as well as make modifications to the RFQ or withdraw the RFQ.

Ownership of Documents

Any materials submitted to the Town in response to this RFQ shall become the property of the Town unless another arrangement is made by written agreement between the Town and the responding party. The responding party may retain copies of the original documents.

Public Records

Any and all records submitted to the Town, whether electronic, paper or otherwise recorded, are subject to the Vermont Public Records Act. The determination of how those records must be handled is solely within the purview of the Town. All records the responding party considers to be trade secrets, as that term is defined by subsection 317 (c)(9) of the Vermont Public Records Act,

or that the responding party otherwise seeks to have the Town consider as exempt must be identified clearly and specifically at the time of submission. It is not sufficient to merely state generally that a proposal is proprietary, contains a trade secret, or is otherwise exempt. Particular records, pages, and sections which are believed to be exempt must be specifically identified as such and must be separated from other records with a convincing explanation and rationale sufficient to justify each exemption from release consistent with Section 317 of Title 1 of the Vermont Statutes Annotated.

Stowe Energy Committee February 26, 2026

5:30pm

**Akeley Memorial Building
67 Main Street
Stowe, VT 05672**



Present: Robi Artman-Hodge, Cap Chenoweth, Lauren DiVenzano, Brent McGlynn, John Underwood

Absent: Catherine Crawley, Andrew Rianhard

Attendees: Assistant Town Manager Will Fricke, Michael Lazorchak (SED)

Call to Order

Robi Artman-Hodge called the meeting to order at 5:30pm. She introduced Brent McGlynn, recently appointed to the Energy Committee. Cap Chenoweth said this will be his last meeting. He recounted his time on the Energy Committee.

Approve Minutes

Cap Chenoweth moved to approve the January minutes. Robi Artman-Hodge seconded. Motion carried (5-0).

Memorial Park EV Charger

The Energy Committee discussed the project. Will Fricke said the Selectboard approved the charger placement, and SED and the Town aim to complete the installation this Spring or Summer.

Plans for 2026

It was noted that the Helen Day Art Center is slated for a new HVAC system. Committee members expressed a desire to provide input on the project. Other 2026 goals discussed included the Memorial Park EV charger installation, a student research project, the Town Plan energy section, flex load management program enrollment, the elementary school greenhouse, research on historic district rooftop solar, the Waterbury energy fair in April, another window dressers event, the Stowe Land Trust tree plantings in Dumont Meadows, and looking into whether lights in Town buildings could be replaced with LEDs.

Adjournment

The meeting adjourned at 6:20pm.



STOWE ELECTRIC DEPARTMENT
435 Moscow Rd

Board of Commissioners' Meeting
March 31, 2026, at 8:30 am

IN ATTENDANCE:

Commission Members: Larry Lackey, Chair; Sara Teachout, Vice-Chair; and Mark Gilkey, Commissioner

Staff Members: Jackie Pratt, General Manager; Brent Lilley, Director of Operations; Sarah Juzek, Director of Finance; Michael Lazorchak, Manager of Regulatory Compliance; Marina Dosch, Business & Communications Manager; and Amber Ives, Clerk of the Board

Guests: Ken Stambler, Senior Director of Energy Procurement (ENE) & Robert Kasle, Senior Vice President, Wholesale Energy (ENE)

Via Zoom: Michelle Coscia, Manager Market Operations (ENE) & Christina Beaudry, Vice President of Financial Operations (ENE)

CALL TO ORDER:

L. Lackey called the meeting to order at 8:36 am.

AGENDA APPROVAL:

J. Pratt informed the Board of Commissioners that Agenda Item #9 (Approve Flatland Solar Power Sales Agreement) was not ready for approval and that Stowe Electric would bring it back to the Board of Commissioners next month.

M. Gilkey moved to approve the agenda as modified. S. Teachout seconded the motion, and all were in favor.

APPROVAL OF MEETING MINUTES:

The Board of Commissioners moved to approve February 24, 2026, and March 6, 2026, Board of Commissioners' meeting minutes. All were in favor and the motion carried.

ANNUAL POWER SUPPLY OVERVIEW:

K. Stambler and R. Kasle of Energy New England (ENE) presented on:

A. The ISO-NE market structure and how Stowe Electric Department buys power:

- Entitlement in several projects through the State
- Long-Term Power Purchase Agreements (PPA) from non-emitting resources
- Short-Term bilateral transactions
- Daily scheduling of the load in the Day-Ahead market
- Real time settlement of actual load and resources versus the Day-Ahead market

B. Key risks in New England's electricity markets

C. Tools and strategies for managing risk:

- Financial hedging
- Operational flexibility
- Robust forecasting
- Regulatory awareness

D. Case examples and emerging trends in the electricity market

E. Non-Emitting Power Purchase Agreement Opportunities:

- Boott Mills Hydroelectric
- Vineyard Wind

K. Stambler, R. Kasle, M. Coscia and C. Beaudry left the meeting at 9:45 am.

2nd QUARTER FINANCIALS:

S. Juzek provided the Board of Commissioners with an overview of the combined first and second quarter financials and informed the Board of Commissioners that through the first six months of fiscal year 2026, SED's financial performance is below budget.

In addition, S. Juzek notified the Board of Commissioners that based on current market projections, ENE forecasts SED will end the fiscal year approximately 8.2% over budget for purchased power, though this estimate remains subject to market volatility.

SED staff and the Board of Commissioners discussed the need to file for a rate adjustment due to current market trends, rate analysis, and increased ancillary service costs. SED staff informed the Board of Commissioners that SED planned to file a rate case with the Public Utility Commission (PUC) no later than June 15, 2026, to implement new rates by August 1, 2026.

L. Lackey expressed that he wanted SED staff to ensure the rate requested was reasonable and not inflated due to a 'worst-case' scenario forecast.

J. Pratt ensured the Board of Commissioners that SED would request a rate as accurately as possible based on rate analysis, market trends, and forecasting. J. Pratt affirmed that SED's goal as a municipal utility is to provide the best service at a fair price for its customers.

SED staff and the Board of Commissioners also discussed the process and timing of rate cases within the PUC's structure.

APPROVE UNION BANK AUTHORIZED PERSONNEL:

J. Pratt advised the Board of Commissioners that SED's policy requires two signatures on checks valued at \$10,000 or greater, and that there are currently three authorized signers for this purpose.

J. Pratt reported that due to organizational restructuring and preparation for L. King's upcoming retirement, M. Dosch should be appointed as an Authorized Signer on Stowe Electric's Union Bank account in place of L. King.

S. Teachout moved to remove Lily King from the Union Bank checking account and to replace her with Marina Dosch as an authorized signer on the account. M. Gilkey seconded the motion, there was no further discussion, and all were in favor.

CONFIRMATION OF VERMONT PUBLIC POWER SUPPLY AUTHORITY (VPPSA) BOARD PRIMARY AND ALTERNATE REPRESENTATIVES:

J. Pratt informed the Board of Commissioners that SED has designated representatives who are able to participate in VPPSA Board of Directors meetings on behalf of the utility, and that C. Newman was previously the alternate. Due to C. Newman's departure from SED, J. Pratt recommended that S. Juzek become the alternate representative.

L. Lackey moved to appoint Jackie Pratt as Stowe Electric's Primary Representative and Sarah Juzek as its Alternate Representative to the VPPSA Board of Directors. M. Gilkey seconded the motion, and all were in favor.

PROCUREMENT POLICY UPDATE:

J. Pratt notified the Board of Commissioners that SED staff are recommending minor edits to SED's current Procurement Policy in order to streamline processes and benefit workflow. J. Pratt informed the Board of Commissioners that changes include:

- Exemption to the Request for Proposal (RFP) for the purchase of vehicles and heavy equipment
- The addition of a category specific to loans and borrowing.
- Clarification that 'services' includes Information Technology (IT) and weight needs to be given to other considerations other than just price when purchasing these services.
- Updates to the authorized credit card holders
- Updating the dollar thresholds in the policy to align with current market rates

The Board of Commissioners and staff discussed further modifications and revisions to the policy.

J. Pratt informed the Board of Commissioners that Staff would revise the policy per the discussion and bring it back for approval at the next Board of Commissioners meeting.

EQUIPMENT LOAN:

The Board of Commissioners and Staff discussed taking out one loan for the purchase of 2026 capital plan approved equipment.

M. Gilkey moved to authorize the General Manager to borrow \$240,204.12 at 4.5% for five years through Union Bank to finance the purchase of an excavator, chipper, truck with chipper body, and All-Terrain Vehicle (ATV) as approved in the 2026 capital plan. M. Gilkey further moved to authorize a sole-source procurement process for the purchase of these vehicles. S. Teachout seconded the motion and there was no further discussion. All were in favor and the motion was unanimously approved.

GENERAL MANAGER HIGHLIGHTS:

J. Pratt and the Board of Commissioners discussed:

- SED's tariffs, large load accommodation, and the PUC process
- SED's designation as a "Reliable Public Power Provider" by the American Public Power Association (APPA). J. Pratt notified the Board of Commissioners that SED is the first utility in Vermont to receive this designation.
- The Department of Public Service' investigation into the overall health of Vermont's municipal distribution utilities
- The approval of the United States Department of Agriculture (USDA) Powering Affordable Clean Energy (PACE) grant paperwork.
- Annual Performance Reviews
- The Department of Homeland Security's (DHS) Cybersecurity and Infrastructure Security Agency (CISA) Risk and Vulnerability Assessment (RVA)
- DPS support of SED's proposed Time of Use (ToU) and Electric Vehicle (EV) tariffs

M. Lazorchak left the meeting at 9:45 am.

B. Lilley left the meeting at 9:52 am.

OTHER BUSINESS:

J. Pratt notified the Board of Commissioners that the Federal Energy Regulatory Commission (FERC) recently issued an order related to Return on Equity (ROE) for New England Transmission Owners (NETO) related to a case initiated in 2011.

J. Pratt informed the Board of Commissioners that the recent order establishes a lower ROE (9.57%) and requires refunds to be issued, with interest, to transmission customers for a portion of costs incurred since 2011. J. Pratt explained that as distribution utilities in Vermont have an ownership stake in Vermont Electric Power Company (VELCO), it is fair to assume that Vermont distribution utilities will see an increase in transmission costs because of this ruling. J. Pratt advised the Board of Commissioners that VELCO is still evaluating the detailed financial impacts of the FERC order, and that VELCO is actively working with NETO on a strategy to respond to the ruling.

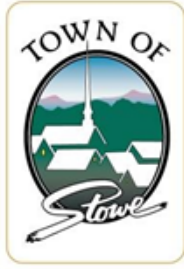
J. Pratt informed the Board of Commissioners that SED is working with VELCO to understand the cost implications of the ROE in order to adequately account for those increased costs in SED's rate case analysis and forecasting.

ADJOURNMENT:

There being no further business, M. Gilkey moved to adjourn at 10:10 am. S. Teachout seconded the motion, all were in favor, and the March 31, 2026, Board of Commissioners meeting concluded.

Respectfully submitted,

Amber Ives
Clerk of the SED Board of Commissioners



Town of Stowe- Historic Preservation Commission

Meeting Minutes – March 18, 2026

A meeting of the Stowe Historic Preservation Commission (SHPC) was held on Wednesday March 18, 2026, at approximately 5:15 pm. Participation for this meeting was only available online or telephone via Zoom.

Members Present: George Bambara, Barbara Baraw, Tyson Bry, Jennifer Guazzoni, Chris Carey, McKee Macdonald (Chair), and Shapleigh Smith

Staff Present: Kyle Hansen

The meeting was called to order by McKee Macdonald (chair) at 5:17pm.

Adjustments to the Agenda

McKee Macdonald requested an adjustment to the printed agenda. He requested to add the following project to the agenda to be reviewed by the HPC, after Project #7769.

Project #: 7791
Owner: Aaron Fastman
Tax Parcel: 7A-018.000
Location: 134 S. Main St. Unit A2
Project: Replacement Windows, addition of handrails
Zoning: VC10/SHOD

M. Macdonald stated that he is the applicant on behalf of the property owner, and that he will recuse himself during the review of Project #7791. Since Vice-Chair Sam Scofield was not present at the meeting, George Bambara was chosen to act as chair during this review. The HPC unanimously agreed to approve the adjustment to the agenda as presented.

Project #: 7769
Owner: 109 Main LLC
Tax Parcel #: 7A-004.000
Location: 321 South Main Street
Project: Exterior Renovation, New Staircase, Related Site Improvements
Zoning: VR40/SHOD

Property Manager Adam Glick, on behalf of the Applicant and owner, 109 Main LLC, presented the application. Most of the renovation work was completed prior to requesting HPC approval. This is because the applicant believed that since the project included the replacement of old materials with new in-kind materials, that the project would be exempt from requiring a zoning permit and HPC review. Planning & Zoning staff discussed the scope of the project with the property owner in December 2025, who was informed that the new staircase, and other site work including new outdoor lighting, would require a zoning permit and HPC review.

Mr. Glick continued detailing the scope of the project. A tree had fallen onto the old staircase

accessing the dwelling from the south parking area. This warranted landscaping and the construction of a new staircase, to bring the building up to code. The fire inspector who reviewed the staircase listed other improvements and renovations that should be made to the interior of the building to bring it up to code, including egress windows. During this renovation work, the applicant replaced in-kind the vinyl siding and window trim, pressure treated decking, and outdoor lighting. The second story egress window being proposed in this application has not yet been installed.

G. Bambara mentioned his support for the stairs and siding, stating that the building looks better now than it did before. However, the proposed egress window design looks awkward, unbalanced, and stands out from other windows on the second floor. S. Smith agreed, stating that the window could utilize a more historic design and still fit the same size, shape, and location required to bring the building up to code. He suggested the applicant use a divided light window with a simulated horizontal bar design. This will both meet egress requirements and make the building appear more consistent with other residences in the SHOD.

G. Bambara motioned to approve the project nearly as presented, with the substitution of a different second story egress window, matching the design described by S. Smith. The Applicant will provide Planning & Zoning a cut sheet of this window before a permit is issued. S. Smith seconded the motion, which passed unanimously. The project is classified as a minor.

Project #: 7791

Owner: Aaron Fastman

Tax Parcel: 7A-018.000

Location: 134 S. Main Street Unit A2

Project: Replacement Windows, addition of handrails

Zoning: VC10/SHOD

M. Macdonald, as the applicant on behalf of the property owner, recused himself from ruling on this project. Since Vice Chair S. Scofield was not present, G. Bambara was chosen to serve as acting chair during this presentation.

M. Macdonald described the reason for the renovation project, stating that similar to 321 South Main Street, the subject building requires renovation and improvements to bring the dwelling up to state fire safety and building codes. This will require the installation of code compliant railings, wooden graspable grab handles alongside stairs which access the first-floor unit, and code compliant egress windows. The new railing will match the color, shape, and style of existing railings elsewhere on the subject building, and the new wooden grab handle will be the same color and style on the new railing and the existing railing.

S. Smith suggested that the applicant use a simulated divided light egress window similar to what was requested for the project at 321 South Main Street. M. Macdonald agreed to the suggested change in design and will provide Planning & Zoning with an updated window cut sheet prior to the issuance of a zoning permit.

S. Smith motioned to recommend the project as presented, including the substitute egress window design. B. Baraw seconded the motion, which passed unanimously. This project is classified as a minor.

Other Business:

Section 106 Review – 700 Trapp Hill Road

Staff Kyle Hansen asked the SHPC to review the recently circulated draft formal comment letter prepared after the March 4, 2026, meeting, and to return comments to Planning & Zoning no later than Monday March 23, 2026.

This letter, once reviewed and after all suggested edits are made, will be printed on HPC letterhead to be signed by Chair M. Macdonald. The formal comment letter will then be submitted to the consulting firm overseeing the project.

Review Meeting Minutes:

No changes or edits were made to the prior meeting minutes.

Meeting adjourned at 5:34 PM

Respectfully submitted,
Kyle Hansen, Deputy Zoning Administrator



**Town of Stowe
Conservation Commission
Monday March 23, 2026
MEETING MINUTES**

A regular meeting of the Conservation Commission was held on Monday March 23, 2026 at 5:30 pm. The meeting was held in person at the Stowe Town Office with remote participation via zoom. Commission members in attendance included: Catherine Gott, Philip Branton, Kay Barrett, and Ryan Krukar. Staff Sarah McShane was also present. Guests Paul Moody, Jack Cronin, Julie Michaels, Pauline Lambert, Alan and Karen Kovaks, also attended.

Call to Order

Chair Gott called the meeting to order at approximately 5:33 PM.

Public Comments & Adjustments to the Agenda

Chair C.Gott invited public comment on non-agenda items and any proposed adjustments or additions to the agenda. Several members of the public were in attendance. Jack Cronin introduced himself as a West Hill Road property owner. He expressed interest in assisting the Commission with its work and shared comments regarding Mayo Farm and the importance of open space. Paul Moody, also a West Hill Road resident, introduced himself and shared his perspectives. Julie Michaels introduced herself, asked about the Commission's recent meeting with the Recreation Commission, and expressed support for the project. She commented on the importance of the Parker Barn, including its preservation, improving access, and integrating it into the Quiet Path experience. Pauline Lambert, a resident of Upper Baird Road, spoke about the significance of the Parker Barn as part of the area's conserved character and as an important element of the community beyond its identity as a destination for mountain recreation. Alan and Karen Kovaks of Lower Leriche Road stated that they were attending to stay informed about activities related to Mayo Farm. Mr. Cronin also commented on the West Branch, climate change considerations, and the importance of protecting watershed areas. No adjustments to the agenda were proposed.

Review Meeting Minutes (02/09/2026)

K.Barrett motioned to approve the minutes from February 9, 2026. The motion was seconded by P.Branton. The meeting minutes were approved as written.

Mayo Farm Conservation Easement – Next Steps

Chair Gott opened the discussion on Mayo Farm. Staff explained that the goal of the meeting was to: (1) review responses from the Quick Community Input Survey; (2) identify a date and outline for a kickoff "Easement 101" event; and (3) establish a general public engagement plan for June, July, and August to allow for scheduling and coordination. Staff noted that if the Commission could reach agreement on these items, the April meetings could likely be canceled. She also advised that a proposal from the Mt. Mansfield Backcountry Ski Alliance related to Sterling Forest would need to be scheduled for Commission review for a date in the coming months.

Staff provided an overview of the approximately 250 survey responses received to date, noting the strong participation and that the feedback offers useful direction for next steps. Commissioners had been provided with the full list of comments and questions, as well as a high-level summary, and engaged in a discussion of the results. K. Barrett shared observations on the responses, noting she was surprised by the volume of comments emphasizing conservation and preservation of open space. C. Gott highlighted

the comment regarding the connection between Morristown and the Stowe Recreation Path and noted that some responses supported limited housing on a portion of the property.

Staff explained that comments had been organized into common themes and draft responses had been prepared. Members discussed whether and how to share this information publicly. K. Barrett suggested adding a response regarding the Stowe Land Trust and the relationship between a property owner and an easement holder, as well as other restrictions affecting the property. P. Branton suggested posting a summary of responses rather than the full unedited comments. S. McShane explained that the survey will remain open, and P. Branton recommended keeping it open for three months. A. Kovaks suggested re-posting the survey on Front Porch Forum and in the Stowe Reporter to increase participation.

J. Michaels noted she had not yet submitted comments but had ideas to share and suggested providing an opportunity for ongoing public input. J. Cronin emphasized the importance of defining parameters for the discussion, including identifying which ideas are within scope, and recommended developing a timeline toward a formal proposal. P. Branton noted the Commission is working toward a Town Meeting Day 2028 deadline, at which time voters may be asked to consider options such as amending, renewing, or terminating the easement. He also clarified that the Conservation Commission's role is to inform the public about the easement and the process. C. Gott added that the Selectboard will ultimately determine the ballot questions presented to voters.

J. Michaels also raised questions regarding the river and whether additional studies may be needed, and asked how public ideas would be incorporated into the process. C. Gott suggested expanding Survey Question #5 to include the March 10 Stowe Land Trust document outlining four potential options. K. Barrett asked follow-up questions regarding modification of easement terms and noted that the Stowe Land Trust retains the right to accept or reject proposed changes.

Easement 101 Kick-Off Event

Staff presented a preliminary agenda for the kickoff event for discussion. Members agreed to hold the event in early June and then transition directly into summer engagement activities and stakeholder meetings. The Commission selected Monday, June 8 as the event date. Members considered several venue options and agreed to hold the meeting in the Memorial Room to allow for both in-person attendance and a Zoom option. K. Barrett suggested including a comment or suggestion box to allow participants to provide input during the event. The Commission discussed whether the kickoff event should include a presentation on the natural resources of Mayo Farm. P. Branton suggested that topic may be better suited as a separate presentation, with the kickoff event focused primarily on the conservation easement. Staff will reach out to the Stowe Land Trust to determine whether they can present the results of the Natural Resources Inventory for Mayo Farm at a future meeting.

P. Moody raised the idea of forming a "Friends of Mayo Farm" group to help guide and steward the property as the 2028 decision point approaches. K. Barrett expressed support for the concept, noting the value of broader community involvement. P. Lambert observed that many attendees at the meeting live near Mayo Farm and questioned how aware the broader community is of the issues. J. Michaels emphasized that the kickoff event should clearly focus on the easement, including what is and is not allowed, and clearly define what is within and outside the scope of consideration.

Joint Stewardship Projects with SLT

Staff reported that she recently met with staff from the Stowe Land Trust to brainstorm potential collaborative activities aimed at celebrating Mayo Farm and encouraging community use of the property. Proposed ideas included invasive plant removal, installing tree protection (e.g., wire wrapping to prevent beaver damage), guided nature walks, and a scavenger hunt for children. Members were interested in the events. Staff will follow-up with Stowe Land Trust.

Members discussed potential themes for a nature walk, noting that beaver activity is often time-dependent. C. Gott suggested that topics such as river dynamics, riparian buffers, flood resilience, and the river corridor might be interesting. Additional ideas included focusing on the property's flora, forested areas, and riparian plantings. Members also discussed how Mayo Farm functions informally as a large dog park area. The Commission discussed potentially engaging the Lamoille County photography community to document and showcase images of Mayo Farm.

The Commission discussed its recent meeting with the Recreation Commission and noted that survey responses indicate clear community interest in exploring potential housing at the site. Members discussed the benefit of meeting early with the Housing Task Force, potentially on May 6, to engage key stakeholders and help inform next steps. C. Gott supported scheduling this meeting, and staff will follow up.

Members also discussed holding a joint meeting with the Selectboard to provide an update on the anticipated Mayo Farm process before planning progresses too far. A potential joint meeting date of April 8 was identified, and C. Gott indicated availability. Finally, staff noted that the local school was excited about being named Conservationist of the Year and invited the Commission to attend a Friday Morning Meeting on April 3 to present the award. R. Krukar and C. Gott indicated they would be able to attend.

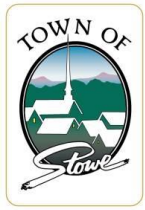
General Reports & Updates & Correspondence

Be Bear Aware banner will be installed next week. Otherwise, no updates or correspondence was shared.

Next Meeting Date: TBD

Adjournment. The meeting was adjourned shortly after 7:04 PM.

Respectfully submitted,
Sarah McShane



TOWN OF STOWE PLANNING COMMISSION Meeting Minutes March 16, 2026

The Town of Stowe Planning Commission held a regular meeting on **Monday March 16, 2026** starting at 5:30 PM. The meeting was held at the Stowe Town Office with remote participation via Zoom. Voting members included Bob Davison, Brian Hamor, Neil Percy, Mila Lonetto, John Muldoon, and Heather Snyder. Non-voting member(s) present included Jeff Sereni. Municipal staff Sarah McShane was present. Patrick Bilow/Stowe Reporter attended via Zoom.

Call to Order

Chair B. Hamor called the meeting to order at approximately 5:30 p.m.

Adjustments to the Agenda & Public Comments on Non-Agenda Items

There were no public comments and no adjustments/additions to the agenda.

Review Prior Meeting Minutes [03/02/2026] B. Davison motioned to approve the March 2nd meeting minutes. H. Snyder seconded the motion, which passed unanimously.

Review of the Draft Stowe Town Plan & Decide to Warn a Public Hearing

Chair B. Hamor opened the discussion by asking if members had any additional revisions to the draft plan. M. Lonetto offered two suggested updates. First, she recommended adding language identifying the Stowe–Morristown Connection Trail as a specific action item. Members discussed that while the plan includes a policy supporting the trail, it lacks a related action task. Members agreed to incorporate one.

M. Lonetto also raised concerns about the wording of the Housing Goal and suggested it be revised to better reflect the findings of the Housing Needs Assessment, particularly with respect to the housing targets. Members discussed the targets of 580 total units and 100 permanently affordable units, and how best to reference them within the goal or within the plan. The Commission discussed balancing new construction with the conversion of existing seasonal or short-term rental units into long-term or year-round housing. Members also considered how to incorporate the recommendations of the Housing Needs Assessment into Housing Policy #1.

The Commission reviewed the existing Housing Goal and discussed whether and how to include specific numeric targets, referenced in the Housing Needs Assessment. After discussion, members agreed on the following revised language: “Balance new construction with the adaptation of existing homes to meet the targets identified in the Housing Needs Assessment (see page ___ of this plan).” Staff will incorporate the agreed-upon revisions.

Staff member S. McShane then presented a revised Future Land Use map and asked the Commission to consider modifying the map to identify potential study areas for future infrastructure and/or service area expansion. She explained that this aligns with a task in the plan and highlighted three potential areas for expansion consideration over the next eight years: the Barrows Road alternate water source project, the intersection of Route 100 and West Hill Road, and the Homestead Area of the Mayo Farm. B. Davison suggested these locations also be described in the plan text. Members agreed to incorporate both the map updates and supporting narrative. B. Davison asked whether the Moscow area should also be shown. S. McShane responded that while considered, it was not included as any advancement is unlikely within the plan’s timeframe.

The Commission then reviewed scheduling and next steps. M. Lonetto moved, and J. Muldoon seconded, to warn a public hearing on the draft Town Plan for April 20; the motion passed. H. Snyder asked whether a revised plan would be posted and how to encourage public input. Staff advised that the updated draft would be made available and that members should encourage participation in the public hearing and review of the plan. Copies of the

hearing notice and statutory report were distributed. B. Davison noted a minor language issue in the hearing notice, which he noted appeared to have been corrected.

S. McShane also shared a schedule for upcoming meetings. Members discussed goals for the joint meeting with the Selectboard on March 25. Suggestions included focusing on major changes within the plan and explaining the rationale behind them, highlighting community input, and inviting feedback on key issues and asking for “big picture” concerns. Members also discussed emphasizing the plan’s “Bold Moves” and using the meeting as an opportunity for questions and dialogue. Staff concluded by reviewing the statutory adoption process.

Review Upcoming Meeting Schedule

Members then discussed scheduling and agreed to cancel the April 6 meeting, instead encouraging participation in the upcoming public hearing and the Selectboard meeting. The Commission is scheduled to meet with the Selectboard on March 25.

B. Hamor raised a question about preparation for the public hearing, specifically whether additional time should be allotted. Members agreed to maintain the standard format, including a three-minute limit for public comments. M. Lonetto suggested the Commission focus on listening to public input and avoid engaging in back-and-forth dialogue during the hearing. J. Muldoon recommended opening the hearing with a brief statement outlining its purpose and establishing clear ground rules. Staff will track all comments received for the Commission’s consideration after the hearing. H. Snyder asked whether there are any statutory requirements governing public hearings. S. McShane provided an overview of applicable open meeting law requirements. She also asked whether the Commission wished to include a presentation of the plan prior to taking public comment; B. Hamor and other members indicated that this would not be necessary.

Staff provided a brief update on next steps, noting that once the plan is formally transmitted to the Selectboard, multiple joint meetings may be scheduled. M. Lonetto asked whether the Commission might adjust its meeting schedule during that period. Staff shared that the Commission has followed that approach in the past. S. McShane also outlined next steps related to inclusionary zoning, explaining that when the process advances, she will seek a volunteer from the Commission to assist with interviews. J. Sereni asked about strategies to promote the public hearing. Members discussed the use of a Main Street banner and related policy considerations.

Updates/Correspondence/Other Business

None

Next Regular PC Meeting Date - Monday April 20th. The meeting was adjourned shortly after 6:48 PM.

Respectfully submitted,
Sarah McShane, Planning & Zoning Director

Parking Lot Ideas/Topics for Further Discussion

Identify example other town plans that identify and map scenic viewsheds.

Reserve meeting time to discuss PUD/PRD

Map of town-owned properties (done)

Review plans of adjacent communities and regional plan (done)

~~Review zoning districts, purposes, overlay districts~~

Develop map showing residential development activity (in progress)

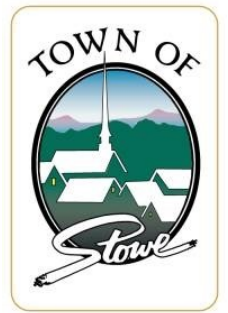
Develop map showing location of homestead properties

Review requested zoning amendment/ADU's for duplexes.

Stormwater Utility District – Bob's list of recommendations

Joint meeting with the DRB & Selectboard (?)

~~Schedule joint meeting with Energy Committee~~



**Town of Stowe
Development Review Board
Meeting Minutes – March 17, 2026**

A regular meeting of the Development Review Board was held on Tuesday, March 17, 2026, starting at approximately 5:00 pm. The meeting was held at the Stowe Town Office with remote participation using the “Zoom” application.

Members Present: Drew Clymer, Mary Black, Tom Hand, Patricia Gabel, Peter Roberts, and Alternates Scott Rank and Chip Dillon.)

Staff Present: Sarah McShane- Planning and Zoning Director, Kyle Hansen – Deputy Zoning Administrator, and Kayla Hedberg- Planning & Zoning Assistant

Others Present in Person: [See sign-in attendance sheet]

Meeting Chair Clymer called the meeting to order at approximately 5:00pm.

Project #: 7673

Owner: NR Holdings LLC

Tax Parcel #: 07-299.000

Location: 754 River Rd

Project: Final PRD Review – Consisting of 4 Duplexes

Zoning: RR2

(Participating members: D. Clymer, M. Black, P. Roberts, T. Hand, and Alternate: S. Baraw. Absent: A. Volansky and D. Kelly)

D. Clymer re-opened the continued hearing for Project 7673. Nelson Riley was present for the applicant and sworn in by D. Clymer at approximately 5:01 p.m.

N. Riley requested a continuance due to ongoing work and new information regarding lending requirements. After discussion of available dates in May and June, N. Riley requested a continuance to May 19, 2026, with revised plans required to be submitted by May 7, 2026.

T. Hand motioned to continue the hearing to May 19, 2026. P. Roberts seconded the motion. The motion passed unanimously.

Project #: 7770

Owner: Daniel and Donna S Linsalata

Tax Parcel #: 07-115.A00

Location: 287 Winterbird Rd

Project: Exterior Building Renovations

Zoning: RR3/RHOD

(Participating members: D. Clymer, M. Black, P. Roberts, T. Hand, P. Gabel, and Alternates: S. Rank and C. Dillon)

D. Clymer opened the hearing for Project 7770. Present for the applicant were Jonathan Severinghaus and Tyler Mumley. D. Clymer swore in all parties at approximately 5:08 p.m.

J. Severinghaus explained that the current homeowners would like to add a living room and kitchen addition and rebuild the existing entryway. He noted that the addition remains within the existing building envelope and previously cleared area. He further explained that the proposed stormwater pond would address existing runoff.

D. Clymer questioned whether additional clearing would be needed for the stormwater pond. T. Mumley explained that there would be no additional clearing. J. Severinghaus pointed out that the pond would be at the edge of the lawn upslope. T. Mumley clarified that it was on the edge of the mowed area.

D. Clymer and P. Roberts asked for clarification regarding the vantage points and impact on wildlife and natural resources. J. Severinghaus explained that the property is not visible from public vantage points and the additions remain below the existing ridgeline. J. Severinghaus and T. Mumley confirmed that the proposed addition does not require additional clearing and would not impact deer wintering areas.

D. Clymer asked if there would be changes to the driveway. T. Mumley confirmed no changes.

D. Clymer and T. Hand asked for clarification regarding the lighting. J. Severinghaus confirmed that all fixtures are dark-sky compliant and within the allowable lumen limits. He explained that the fixtures included pendant lights, wall sconces, and landscape post lights.

P. Roberts motioned to close the hearing. P. Gabel seconded the motion. The motion passed unanimously.

Project#: 7776

Owner: David and Bryan Lee

Tax Parcel #: 10-064.000

Location: 475 Tansy Hill Rd

Project: Subdivision Amendment for Deferred Lot B

Zoning: RR5/RHOD

(Participating members: D. Clymer, M. Black, P. Roberts, T. Hand, P. Gabel, and Alternates: S. Rank and C. Dillon)

D. Clymer opened the hearing for Project 7776. Tyler Mumley was present for the applicant. Interested persons present included Jeff Kris Clarke and Russell Selander (present via Zoom). D. Clymer swore in all parties at approximately 5:15 p.m.

Jeff Kris Clarke	Russell Selander
475 Tansy Hill Rd	355 Tansy Hill Rd
Stowe, VT 05672	Stowe, VT 05672

T. Mumley presented an amendment to the previously approved 3-lot subdivision, which created Lots A, B, and C. This proposal requests that deferred Lot B be approved as a developable lot, intended for future sale. T. Mumley explained that Lot B now has approval for its own wastewater permit and drilled well. T. Mumley confirmed that the lot lines and building zones remain the same. He noted that the only changes were the mound location and driveway. T. Mumley further explained that the driveway is located within the existing easement, and minor clearing would be required for access.

D. Clymer asked about the property's prime agricultural soils. T. Mumley explained that due to the placement of the building zone, the majority of the land remains available for agricultural use. T. Mumley

99 also explained that the deer wintering area nearby is primarily on Lot C and would not be impacted by the
100 proposed development.

101
102 T. Hand asked for clarification, and T. Mumley clarified that Lot C was not part of this review and would
103 remain a deferred lot.

104
105 D. Clymer clarified that a shared driveway maintenance agreement would be required prior to
106 development.

107
108 D. Clymer questioned stormwater controls. T. Mumley explained that the impervious surface is less than
109 0.5 acres, and that stormwater and erosion control notes are included on the plans.

110
111 R. Selander asked about the timeline for development, and D. Clymer clarified that approval applies to
112 the land and does not impose restrictions on future development time frames.

113
114 M. Black motioned to close the hearing. P. Gabel seconded the motion. The motion passed unanimously.

115
116 **Approval of Minutes:**

117
118 M. Black motioned to approve the meeting minutes from February 17, 2026. P. Gabel seconded the
119 motion. The motion passed unanimously.

120
121 **Other Business:**

122
123 The members discussed the Rules of Procedure. Staff will prepare the amendments and include them in
124 the next meeting agenda.

125
126 M. Black motioned to adjourn. P. Gabel seconded the motion. The motion passed unanimously.

127
128 Respectfully Submitted,
129 Kayla Hedberg
130 Planning and Zoning Assistant