

From: Town Plan 2026 Steering Committee

Date: May 5, 2025

Subject: Follow-Up Request for Input on Richmond Town Plan 2026 Update

Greetings,

In November 2024, you should have received an initial request from the Planning Commission inviting your input into the update of the Richmond Town Plan, which expires in November 2026. As we continue this critical work, the Town Plan 2026 Steering Committee has been formed, and we are reaching out again to encourage your committee to provide further focused feedback to guide revisions to the Town Plan. If you have already provided a response to the November request, thank you for your thoughtful participation. We are now hoping to dig deeper into the work required to make necessary updates to the town plan for the 2026 renewal. Your input is especially important as many of the implementation actions and policies in the Plan rely on the leadership or participation of your committee. The current plan underwent a complete rewrite for the 2018 adoption and many items are still relevant and true. However, as we all know times are changing and so must we as we reflect on deficiencies in the current plan, and work to move forward into the revisions and readoption of the Town Plan in 2026.

To support your efforts, we have compiled highlights and action items from the 2018 Richmond Town Plan and provided applicable references from the CCRPC Review of the 2018 Town Plan. Our goal is to refine the Plan to ensure it remains a relevant, actionable, and visionary guide for the Town over the next eight years.

Beyond ensuring the updated Plan reflects Richmond's goals and priorities, we are also working to meet the standards for regional approval. The Chittenden County Regional Planning Commission (CCRPC) is required to review and approve the Town Plan for confirmation of Richmond's planning process. CCRPC has already provided general input on the 2026 Update, including suggested improvements to language and structure. Your committee's feedback will be instrumental in helping us respond meaningfully to those suggestions and ensure our plan meets the required criteria for regional approval.

We ask that you review your committee's section(s) of the 2018 Plan and the corresponding content in the Narrative, Action Items, and Almanac. Please consider:

1. Are the goals and actions still relevant?
2. What has been accomplished, and what remains to be done?
3. Are there new challenges, data, or opportunities your committee is aware of that should be reflected in the updated Plan?
4. Are there policies or initiatives your committee recommends for inclusion in the 2026 Plan?
5. Are the Narrative & Almanac items in need of change?

We would appreciate your response by June 10, 2025 so that the Steering Committee can review and discuss next steps at our June 11th meeting in hopes of producing an initial rough-draft by the end of June. If helpful, a Steering Committee member may be available to attend one of your upcoming meetings to discuss your feedback or assist in facilitating a review.

A tailored summary of relevant 2018 Plan content and CCRPC review highlights specific to your committee is attached or enclosed with this letter/email. If you have any questions or need additional resources, please feel free to reach out.

We deeply appreciate the work your committee does for Richmond and look forward to incorporating your insight into a thoughtful and responsive 2026 Town Plan.

Sincerely,

Chelsye Brooks
For Richmond Town Plan 2026 Steering Committee