Craftsbury Planning Commission February 18, 2026 Meeting Agenda

1. No January minutes
2. Continued review of the Selectboard's proposed Building Notification form
3. Town Plan status and next steps
4. Update: Headwaters Community Land Trust proposal to acquire the Sterling College campus
5. Other business

Craftsbury Planning Commission Notes of January 20, 2026 Meeting (no quorum)
Present at Town Hall: Reed Holden (co-chair), Lucas Schultz, Logan Jones, David Koschak, Michelle Warren, Bruce Urie, Jim Jones, Alison Low (NVDA)
Meeting called to order at 6:18pm
1. $5,000 in budget for administrative assistant for grants administration. Michelle Warren noted that the priority is town committees. Any help for community organizations TBD based on financial ability.
2. DRAFT BUILDING NOTIFICATION FORM
Bruce U discussed statistical appraisal. Appraisals out 4-6 years because of staffing so statistical would tie us over. Listers would have help understanding where there is new construction... eliminate driveways that aren't accessible to fuel trucks or fire trucks. Information is useful for town but also as a way for anyone building to have the needed information to get a 911# or is it in a wetland, etc. MW shared checklist draft with Digsafe, wetland, etc. as a way to get a 911 number.
4. Discussed form and wording for encroaching on neighboring properties, any additional language for ROWs for roads, power lines, flood... etc. Bruce mentioned driveways that can't get a tanker up or need a culvert.
6. Reed noted that the Town Plan had identified the need for local development oversight. It may be accompanied by a cover letter to explain why this has been created.
7. Reed noted that "types of project"... is this the right list? Or other building types.
8. Bruce noted the increasing number of tiny houses.
9. MW noted potential cost to actually note something. MW noted septic requirements.
11. Allison has someone who could review the state requirements. Would be happy to look at draft and review.
12. Allison noted that over 50% improvement in flood hazard would require it to meet floor hazard requirements.
13. MW noted a possible interest for coordinates and grading for new driveways.
14. Reed noted MW and she talked about the website... figure out form first and then use it to organize info on website. Reed we will be talking about the website and how its organized.
16. Reed... next steps? Reed to get back to MW for select board.
17. Allison suggests that after town meeting we should look at Flood Hazard regs (with someone maybe from Select board), we look at work maps. There is a limited amount of time to review. MW asked to be involved because she can print them out. Allison noted the contours are now 1' vs 20'.
19. Meeting ended 6:52