

**Pittsford Planning Commission**  
**Meeting Minutes - DRAFT**  
**January 22, 2026**

**Board Members Present:** Kevin Blow, Chuck Charbonneau, Rick Conway, Robb Spensley, Gordon Fox, Nancy Gaudreau, Donna Wilson, Mike Norris

**Others Present:** Ann Reed

**Meeting - Call to order**

The meeting was called to order at 7:00 by Kevin Blow – Chair.

**Approval of Meeting Agenda**

A motion was made by Donna Wilson and seconded by Robb Spensley to approve the meeting agenda. The motion passed unanimously.

**Approval of Minutes**

The minutes of December 18, 2025 were unanimously approved after a motion by Donna Wilson and a second by Robb Spensley to approve the minutes.

**Public Comments**

None at this time.

**Old Business**

**Enhanced Energy Plan Update:**

Donna Wilson gave her recommended changes for the Planning Commission to look at. Ann Reed suggested meeting with Donna Wilson to red line the EEP with the changes before the next Planning Commission meeting and send the changes to the Commission for review.

Chuck Charbonneau would like to see the selectboard comments. Rick Conway stated he felt like the EEP is in the selectboard's court. Rick Conway relayed that he had conversations with selectboard members and he thought they would be at this meeting.

There was a motion by Rick Conway and seconded by Gordon Fox stating "The Planning Commission is tabling future work on the proposed Enhanced Energy Plan, Zoning Regulations, and Subdivision Regulations until the Planning Commission receives specific direction from the Selectboard." The vote was unanimous to approve this motion.

**Zoning Regulations Update:**

Tabled as its own topic after the motion was made during discussion about the Enhanced Energy Plan.

**Tier 3 and the Road Rule Discussion:**

Ann Reed let the Planning Commission know about the latest from the Land Use Review Board regarding the Tier 3 and Road Rule. Ann also let the Planning Commission know that the Tier 3 land is greater than the Tier 1 land, which was not supposed to be the case when Act 181 was developed.

## **New Business:**

### **RRPC Future Land Use Map Revisions:**

Ann Reed pulled up the newest version of the Rutland Regional Planning Commission Future Land Use Map on the computer and did the comparison of what it looked like before the Land Use Review Board's requested changes and after. She showed the percentage changes for the Pittsford land uses. There were parcels reviewed that have the ability to be changed by request from the Town of Pittsford. There were meetings held by RRPC about the new mapping on January 14<sup>th</sup> and 15<sup>th</sup>, of which Ann attended both meetings. This Future Land Use Map is one of the things the Planning Commission may want to incorporate or review further when developing Pittsford's next Town Plan. There were also conversations on how this map may affect the CHIP eligible programs, Act 250 jurisdiction, and future development of lands throughout the town.

Chuck Charbonneau did mention that the selectboard is planning on hosting discussions in March on Act 181 to let landowners know what is happening. He encouraged all to attend this.

### **Town Plan Updates Schedule:**

The Town Plan cannot move forward until the Zoning Regulations have been approved. There was discussion on how to try to update the Town Plan and where assistance may be found. One idea was to see if the selectboard would allow the hiring of a Town Planner or consultant to help with this plan. Ann Reed let the Planning Commission know that RRPC is currently looking for three planners, as they have had three staff members leave in the last month. Donna Wilson mentioned a citizen that is new to the area, but who has experience in this area. It may be worth reaching out to him.

### **Next Meeting**

The next meeting will be held February 26, 2026 at 7:00pm.

### **Executive Session**

Chuck Charbonneau made the motion to go into executive session in accordance with 1 V.S.A. § 313(a), where premature general public knowledge would clearly place the Municipality or person involved at a substantial disadvantage to discuss the appointment, employment, or evaluation of a public officer or employee, provided that a public body must make the final hiring or appointment decision, and explain its reasons for the decision, in open meeting. 1 V.S.A. §313(a)(3) to include the Town Manager. This motion was seconded by Robb Spensley and passed unanimously.

The Planning Commission exited executive session at 8:57pm with no action taken.

### **Adjournment**

A motion was made by Rick Conway and seconded by Robb Spensley to adjourn the meeting at 8:58PM. **The motion passed unanimously.**

Respectfully submitted,

Ann Reed  
Recording Secretary

Approved by,

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The Pittsford Planning Commission