

Town of Alburgh Planning Commission

Meeting Minutes — September 15, 2026

Location: Town Municipal Office

Planning Commission Members Present: Danielle, Brian, John, Ashley

Guest: Luke — Northwest Regional Planning Commission (NRPC)

1. Call to Order

The meeting was called to order at **7:03 PM**.

2. Adjustments to the Agenda

No adjustments were made to the agenda.

3. Approval of Minutes

John noted a correction to the spelling of his name in the previous meeting's minutes. Brian motioned to approve the minutes with the correction. John seconded. All voted aye. Motion carried.

4. Public Comment

No public comment.

5. Northwest Regional Planning Commission — Flood Hazard Standards

Luke from NRPC presented an update on FEMA floodplain mapping and Alburgh's flood hazard regulations. Alburgh's official FEMA maps date to **1981**, with **338 structures** in the currently mapped floodplain. Updated maps are projected to be finalized in **winter 2028**.

Alburgh's flood hazard ordinance dates to **2006** and will need updating to meet current FEMA standards and maintain participation in the National Flood Insurance Program. The Commission discussed map accuracy, public comment, and local flood hazard permitting.

Luke will send a link to the draft FEMA maps, and NRPC will provide a draft ordinance for the October meeting.

Municipal Properties: The Commission and Luke discussed planning for town-owned properties, including the Masonic Lodge, former Community Hall, Bell property at 83 South Main Street, and other municipal land. The Commission will begin by creating an inventory and considering potential uses and community value. Public outreach may be considered, and NRPC noted the project could potentially qualify for a Municipal Planning Grant. A property list will be prepared for October.

6. Old Business

Grants: Municipal Planning Grants were discussed as a possible funding source for the municipal property project. Applications are due in early December with a **10% municipal match**. NRPC can assist with the application. The Commission discussed that next year may be more realistic but did not rule out applying this year.

Signage: The Terry Tatro Park sign location has been staked, with installation by Great Big Graphics expected around **September 25**.

The kiosk framework is at the highway garage awaiting content. The Historical Society has offered to assist with historical information and photographs. John met with NRPC regarding a kiosk map showing the village, community destinations, recreation trail, and Alburgh Lakeshore Park. Seasonal maps, business information, and QR codes were also discussed. A draft map is expected in October.

7. Correspondence

No additional correspondence was reported.

8. Other Business

Trail Bridge: The Snow Springers are scheduled to repair the trail bridge on **September 26**. The Selectboard provided **\$925 for materials**, with labor donated by the Snow Springers.

Alburgh Lakeshore Park: The Commission discussed adding a barbecue grill. The Lake Champlain Land Trust indicated that an additional amenity may be possible but could require discussion of a longer-term management plan. Correspondence from the Land Trust will be forwarded to Commission members.

9. Next Meeting

The next meeting is scheduled for **Tuesday, October 20, 2026**. Anticipated items include the draft flood hazard ordinance and FEMA maps, municipal property inventory and planning, and draft kiosk map.

10. Adjournment

John motioned to adjourn. Brian seconded. **All voted aye. Motion carried.**