



## PLANNING COMMISSION

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Meeting Type:.....**Regular Meeting**  
Date:.....**Tuesday, January 4, 2022**  
Time:.....**6:00 p.m.**  
Place:.....**Community Room, 43 Bombardier Road, Milton**  
Contact:.....**(802) 893-1186 or [chaiju@miltonvt.gov](mailto:chaiju@miltonvt.gov)**  
Website:.....**[www.miltonvt.gov](http://www.miltonvt.gov)**

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## MEETING MINUTES

*Tony Micklus, Chair • Benjamin Frye, Vice-Chair • Lori Donna, Clerk • Seth Duchesneau • John Lindsay*

### 1. Call to Order & Welcome

The meeting was called to order by T. Micklus at 6:04 p.m.

### 2. Attendance

**Members Present:** Tony Micklus, Chair; Seth Duchesneau, Member; Lori Donna, Clerk; John Lindsay; Benjamin Frye, Vice-Chair

**Members Absent:** None.

**Staff Present:** Cymone Haiju, AICP, Planning Director

**Others Present:** None.

### 3. Agenda Review

No changes.

### 4. Public Forum

None.

### 5. Staff Updates

C. Haiju shared the following updates:

- Milton on the Move's next meeting will be held on January 12, 2022 from 6:30 to 9:00 p.m., via Zoom. The focus will be on creating task forces for the three (3) priorities community attendees voted on.
- Drew Bulfer, the new Planning and Zoning Officer, is in training and will be assisting with the Development Review Board and code enforcement amount other related duties.

### 6. Business

#### A. Sign Regulations

C. Haiju presented the following recommendation regarding signs in Section 3015.F, originally presented by R. Mahoney of the CCRPC:

- Edit Section 3015.F (1) to read, "***Business Identifications Signs*** are for the purpose of identifying non-residential public facilities and businesses not located on a multi-unit suite. A business identification sign is permitted in accordant with the following:"

- Edit Section 3015.F(1)(e) to read, *“Each business within the multi-tenanted site is allowed 1 temporary sign not to exceed 9 square feet per sign face, not to exceed 65 cumulative days in any 12 month period. The Zoning Administrator may upon request grant a 45 day extension for a temporary sign that complies with all other requirements of this section...”*
- The same recommendation for Section 3018.F(1)(e) is proposed for Section 3015.F(3)(a) which governs special business signs.

**Motion made by B. Frye to pass the recommended edits to sections 3015.F(1), 3015.F(3)(a), and 3015.F(4)(e), with a second by S. Duchesneau. Motion passed unanimously.**

## **B. Yearly Calendar of Milton Planning Commission Meetings**

C. Haiju presented the Commission Members with proposed schedule conflicts with holidays, other Town meetings, and important Town annual commitments for the year of 2022. Further discussion took place regarding anticipated conflicts, proposed meeting start times for the month of March, April, and May, and a proposed Joint Planning Commission and Selectboard Meetings.

No official decision made at this time.

## **C. Unified Development Regulations, Town Plan, and Zoning Map Proposed Updates - Prioritized Timeline**

C. Haiju presented a brief timeline of regulatory updates for the coming year to include the following topics:

- Airstrips and Helipads
- Wheelchair Ramps Exemption in Section 1101.A
- Excavation and Fill in a 5-Year Period Section 3007.B
- Natural Resource Protection Sections 3011, 3305, and 3408
- Traffic Standards in the Conditional Use Standards
- Section 3305 Evaluating Development on the Basis of Potential Future Uses
- Allowing Mobile Food Trucks as a Permitted Use
- Age-Friendly Community Planning Town Plan Updates
- Zoning Change Requests from R5 to R1
- Screening Clarification Needed for Fences
- Section 4305 Conditional Use Approval Amendments
- Family Childcare Facility in Section 1111
- Sign Regulations Section 3015
- Clarify Subdivision Allowed in FC and R5
- Request to Allow Multifamily Alone in Zoning District NC1
- Requests to allow more commercial uses in industrial zoning district I2

- A list of requested consideration by Zoning Administrator, given experiences with applications and inquiries

Further discussion took place among Staff and Commission members regarding future priorities.

C. Haiju shared that she would check in with Town Legal Counsel regarding any timeline requirements pertaining to the zoning change petition that have not yet been completed.

**7. Minutes**

At 6:48 p.m. B. Frye motioned to approve the minutes of November 16, 2021 as written, with a second by L. Donna. Motion passed. J. Lindsay abstained.


**8. Adjournment:**

At 6:49 p.m. S. Duchesneau motioned for adjournment, with a second by B. Frye. Motion carried; meeting adjourned.

Respectfully Submitted,

Cally Audet

APPROVED MINUTES:

 \_\_\_\_\_ 2/1/22 Date:

Tony Micklus, Chair

Filed with the Milton Town Clerk's Office on this 2<sup>nd</sup> day of February, 2022.

ATTEST:  \_\_\_\_\_, Milton  
Town Clerk

