



## PLANNING COMMISSION

Meeting Type:.....Regular Meeting  
Date:.....Tuesday January 19, 2021  
Time:.....5:30 p.m.  
Place:.....Via Zoom  
Contact:.....(802) 893-1186 or [chaiju@miltonvt.gov](mailto:chaiju@miltonvt.gov)  
Website:.....www.miltonvt.gov

## MEETING MINUTES

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

### 1. Call to Order & Welcome

The meeting was called to order by T. Micklus at 5:31 p.m.

### 2. Attendance

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

**Members Absent:** None

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

**Others Present:** Rita Bittner, Andrew Jette, Brian Sullivan, K. Long

### 3. Agenda Review

No changes.

### 4. Public Forum

*The public may attend and participate in accordance with Vermont's Open Meeting Law (1VSA312).*

### 5. Staff Updates

There were no staff updates.

### 6. Business

#### A. Ground Rules

C.Haiju provided the Planning Commission with the 2010 Guidelines for Committees, Commissions, and Boards and Chair T. Micklus outlined three ground rules for the Planning Commission:

- 1..Address the Chair for everything.
- 2..There is a maximum time limit of 5 minutes for comment by a member.
- 3..There is a maximum two times for comment per meeting on a particular issue. The first to state your argument and the second is to rebuff a counter argument.

T. Micklus also mentioned we will have further discussion on whether there is a pattern of error in the recording of the minutes which should be addressed and that regular objection to the passing of the minutes is discouraged. L. Donna inquired if, as Clerk, she could work with staff on the minutes. T. Micklus stated this could be a great option. C. Haiju stated she would look into whether this could work and that noting any pattern of discrepancy in the minutes was most important so that regular disruption of the Planning Commission's acceptance of the minutes is minimal.

#### B. Planning Commission Executive Session: Legal Review of 2020 UDR Edits

L. Donna made a motion to go into Executive Session for the confidential legal review of the town attorney's recommended UDR edits. C. Haiju presented the town attorney's list of updated Sections and answered Planning Commission member questions. Chair T. Micklus requested a motion to accept the proposed edits and leave Executive Session, S. Duchesneau made a motion and B. Frye seconded.

**C. Vote for Warning of Public Hearing February 16, 2021 for 2020 Unified Development Regulations**  
Motion to warn for public hearing on February 16, 2021 for 2020 proposed Unified Development Regulations edits by S. Duchesneau and seconded by B. Frye. L. Donna opposed.

**D. Vote for Warning of Public Hearing February 16, 2021 for Zoning Change on Westford Road Petition**  
Motion to warn for public hearing February 16, 2021 for zoning change on Westford Road petition by S. Duchesneau and seconded by J. Lindsay. The motion passed unanimously.

**7. Minutes**

J. Lindsay and L. Donna requested the Planning Commission adopt the Selectboard-Planning Commission joint meeting's minutes, as they were prepared by the Town Manager's secretary at the next meeting, without edits. Motion to approve the minutes of January 5, 2021 by S. Duchesneau at 6:51 p.m. 2<sup>nd</sup> by B. Frye. Motion carried.

**8. Adjournment:**

Meeting adjourned at 6:58 p.m. by S. Duchesneau; 2<sup>nd</sup> by B. Frye. Motion carried. The next Planning Commission meeting will be a public hearing and take place on February 16<sup>th</sup>, 2021 at 5:30p.m.

Respectfully Submitted,  
Cally Audet

APPROVED MINUTES:

\_\_\_\_\_ Date: 02/16/2021  
Tony Micklus, Chair

Filed with the Milton Town Clerk's Office on this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

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