



PLANNING COMMISSION

Meeting Type:.....SPECIAL Meeting
Date:.....Tuesday, June 25, 2019
Time:.....6:00 p.m.
Place:.....Milton Community Room
Address:.....43 Bombardier Road Milton, VT 05468
Contact:.....(802) 893-1186 or mburris@miltonvt.gov
Website:.....www.miltonvt.gov

MEETING MINUTES

Lori Donna, Chair Tony Micklus, Vice-Chair David Ross, Clerk John Lindsay Jason Heath

1. Call to Order & Welcome

The meeting was called to order by L. Donna at 6:05 p.m.

2. Attendance

Members Present: All present

Lori Donna, Chair; Tony Micklus, Vice-Chair; David Ross, Clerk; John Lindsay; Jason Heath

Members Absent: None

Staff Present: Michael Burris, Director of Planning & Zoning

Others Present: None

3. Agenda Review

None.

4. Public Forum

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

No members of the public were in attendance.

5. Staff Updates

None

6. Business

A. UDR Revisions Prioritizations:

1. Rezoning of Devino parcel from R5 to R1: (Yes, on the list.) The Commission discussed rezoning a section of an 11.5 acre parcel on East Road known as the Devino parcel. The Town Manager's Office and Public Works are considering modifying the town's sewer service areas, and the Devino property is one area of consideration pending rezoning. The majority of the parcel is placed in conservation with the Vermont Land Trust, inhibiting further northward sprawl. Prospective development of the remaining section of the parcel would be similar in density to the adjacent developments to the South (Hunting Ridge) and West. Commission members agreed to address this issue.

2. Expand uses in M5 and M6: (Yes, on this list, high priority) The Commission discussed permitting mixed uses, restaurants, offices, and retail, permit multi-family in M5, and permit upper floor residential in M6 to encourage increased density and greater

commercial activity, but not multi-family. See UDR Section 2123, pp.2-43 -- 2-45. Commission members agreed to include this issue, and to make it the subject of the commission's planned first scheduled meeting on UDR edits.

3. R4/R5 consolidation: (Yes, on this list.) The Commission discussed consolidating R4 to R5 to create consistency with the neighboring Town of Georgia's settlement patterns (low density, single-family, rural & agricultural uses) in their adjacent R-1 zoning district. The intent is to prevent fragmentation of wildlife corridors in the area, which is a planning goal that municipalities should be addressing in their land use plans under Act 171. Similarly, R4/R5 should be consolidated north of the R2 District/Lake Road to reduce the potential of forest fragmentation from the wetlands west of I-89 and the Forestry Conservation district east of I-89 in the Arrowhead Mountain area. A 'transitional' development pattern from R2 would resemble suburban sprawl and would be contrary to state planning goals. Since there is essentially no difference between R4 and R5, --- to eliminate redundancies in our zoning districts. Rural Residential/ Agricultural would then become R-4, and Shoreland would become R-5. Committee members agreed to address this issue.

4. Sunset Provision: (Yes, on the list, high priority.) The Commission discussed sunseting prior approvals of site development plans. This is considered a best-practice in other municipalities. Prior-approved site plans do not necessarily reflect the town's contemporary objectives for development patterns. See UDR section 1201.C. Commission members agreed to address this issue, and to make it the subject of the commission's planned third scheduled meeting on UDR edits.

5. Landscaping: (No, off the list.) The Commission discussed how calculating landscaping on the basis of the building perimeter can create an excessive amount of landscaping. Sometimes it is not possible to accommodate all of the landscaping on the site, or it has to be clustered at an edge of the site where it has little relation to the overall proposal. See UDR section 3204.F(1). Commission members agreed to not address this issue at this time, but should be a high priority on the next round of UDR Edits.

6. Garage/driveway parking: (Yes, on the list.) The Commission discussed clarifying the garage and driveway parking language in the UDR for adequacy of parking and logical consistency. See UDR section 3003.A(2), and dimensional standards in sections 3101.A(8) and 3202.F(1)(a)&(b). Commission members agreed to address this issue.

7. 8-foot garage recess: (No, off the list.) The Commission discussed modifying the 8-foot garage recess which is currently required on site plans. The purpose for the requirement was to limit excessive density, increase aesthetic granularity, and reduce building bulk, which it seems to be achieving. See UDR section 3101.A(8). Commission members agreed to not address this issue at this time but might consider the matter in the future.

8. Types of vehicles in home offices: (No, off the list.) The Commission discussed prohibiting the storage of heavy machinery like a dump trucks in residential yards. See UDR section 1101.A(5). Commission members agreed to not address this issue at this time.

9. Private/semi-private open space: (No, off the list.) The Commission discussed applying a 65% rule for private/semi-private open space to dwelling units of each proposed structure which should result in the same number of patios planned while creating a more inclusively designed community. See UDR section 3101.A(3)(a). Commission members agreed to not address this issue at this time.

10. Cottage clusters: (No, off the list.) The Commission discussed concerns over the small size for two-family dwellings (800 s.f./family) and the variable density bonus based on zoning district. See Cottage Design in UDR section 3502.G. Commission members agreed to not address this issue at this time.

11. Fencing: (No, off the list.) The Commission discussed adding a fencing section in Chapter 110, Exemptions and Limitations, that would prohibit certain types and heights of fencing in certain zoning districts. See UDR section 1101.A(15) Commission members agreed to not address this issue at this time.

12. Irregularly-shaped lots and road frontage: (Yes, on the list.) The Commission discussed clarifying the definition of irregularly shaped lots as one that has more than 4 sides. This is potentially a loophole for development patterns not intended in the UDR or the Comprehensive Plan, where lots could bypass the district's intended road frontage requirements. See UDR section 2006.E(3)(c). Commission members agreed to address this issue.

13. Pet grooming: (Yes, on the list.) The Commission discussed adding pet grooming to the list of permitted uses in NC2, because "veterinary" care is a permitted use. See UDR section 2123, p.2-45, row 41. Commission members agreed to address this issue.

14. Family childcare homes: (Yes, on the list.) The Commission discussed increasing the number of non-school aged children cared for full time by family childcare homes to up to 10, as long as two staff members are present. This change would match Milton's regulations to match requirements of state regulations. See UDR sections 1111.A, B, C, and 24 V.S.A. 4412(5). Commission members agreed to address this issue, and to make this issue the subject of the commission's planned second scheduled meeting on UDR edits.

15. Fire department review of plans: (Yes, on the list.) The Commission discussed adding language to the UDR such that the Fire Chief or their designee would review development plans before approval could be granted to ensure that adequate fire protection can be provided. Commission members agreed to address this issue.

16. Community facilities: (Yes, on the list.) The Commission discussed refining the scope of "community facilities" and "to serve the public." See UDR section 1108. Commission members agreed to address this issue and to make this issue the subject of the commission's planned fourth scheduled meeting on UDR edits.

17. ADA parking: (Yes, on the list.) The Commission discussed adding language regarding ADA parking ratios and dimensional specifications to conform with State law See UDR section 3202. Commission members agreed to address the issue.

18. Home businesses: (Yes, on the list.) The Commission discussed allowing home businesses in M4-C, to further bring pre-existing single-family/two-family dwellings into compliance with the regulations and zoning district goals. See sections 2107.B(2) and 2123. Commission members agreed to address this issue.

19. Coffee shop characterization: (Yes, on the list.) The Commission discussed reducing the required number of parking spaces for a coffee shop by reclassifying coffee shops from *“high turnover use” (“characterized primarily by primarily drop-in customers or visitors staying for a short period of time”)* to *“regular customer traffic” (“characterized by primarily scheduled customers or visitors staying for moderate period of time”)* See UDR section 3202, Minimum Parking Ratios Figure 3-01, Notes, p.3-42. Commission members agreed to address this issue.

20. Landscaping plan certification: (Yes, on the list.) The Commission discussed whether to address requiring Landscape and Lighting Plans before granting site plan approvals. See UDR section 3204.B and section 3205.C. Commission members agreed to address this issue.

21. Public art on utility boxes: (Yes, on the list.) The Commission discussed whether to allow for an option to have public art on utility boxes if they are located within public view and cannot otherwise be screened. See 2102.D(2)(g), 2103.D(2)(g), 2107.D(2)(g), and Screening of Utilities 3204.H(4). Commission members agreed to address this issue.

22. Conditional use: (Yes, on the list.) The Commission discussed whether to include language in the UDR that character of the area review is informed by the Town’s Comprehensive Plan and its zoning district goals. See 3304.A Character of the area is the established sum of the elements and qualities that distinguish one area of town from another *“as informed by the zoning district’s goals and the planning area’s objectives detailed in the comprehensive plan.”* Commission members agreed to address this issue.

23. Infrastructure for single /two-family: (Yes, on the list.) The Commission discussed whether single-family/two family dwellings and their accessory uses/structures should be exempt from site plan approval. See UDR section 3201.A and section 4302. Commission members agreed to address this issue.

24. Minimum parking requirements: (No, off the list.) The Commission discussed establishing an upper bounds of providing required parking, tradeoffs for waiving off-street parking, and how much parking should be waived while still requiring adequate parking to serve the proposed development. See UDR section 3202.B(4) and C. Commission members agreed to not address this issue at this time but may consider it in the future.

* The UDR is Milton's Unified Development Regulations (formerly known as the Zoning and Subdivision regulations) as approved by the Selectboard on September 18, 2017, Amended by the Milton Selectboard on October 2, 2018. The UDR can be found at the Town Planning and Zoning Office, the Town Clerk's Office, and at <https://www.miltonvt.gov/DocumentCenter/View/247/Adopted-Unified-Development-Regulations-PDF>.

** Milton's Town Zoning Map is posted at <https://www.miltonvt.gov/DocumentCenter/View/560/Official-Town-Zoning-Map-Sep-2017-PDF>, and a more detailed map with the districts at <https://www.miltonvt.gov/DocumentCenter/View/559/2017-Zoning-Map-Downtown-Detail-PDF>.

***A copy of the Town's Comprehensive Plan (dated February 5, 2018) as adopted is posted at <https://www.miltonvt.gov/DocumentCenter/View/608/Milton-2018-Final-Comprehensive-Plan-PDF>.

B. UDR Revisions Schedule

1. The Commission agreed to hold 4 public meetings as follows:

- Public meeting #1 will address expanded uses in M5 and M6. [Issue #2]
- Public meeting #2 will address family childcare homes. [Issue #14]
- Public meeting #3 will address sunset of site plans. [Issue #4]
- Public meeting #4 will address the definition of community facilities. [Issue #16]

2. The Commission agreed to the goal of holding a public hearing on November 12, 2019.

7. Minutes:

June 18, 2019: Lindsay motioned to approve the Minutes (as amended) at 8:15 pm. Second by Micklus. Approved.

8. Adjournment:

Micklus motioned to adjourn. Second by Heath. Meeting adjourned at 8:34 p.m.

Next Meeting:

July 16, 2019

Respectfully Submitted,
David Ross

APPROVED MINUTES:


Lori Donna, Chair

Date: 7/16/19

Filed with the Milton Town Clerk's Office on this _____ day of _____, 2019.

ATTEST: _____, Milton Town Clerk

