TOWN OF MILTON PLANNING COMMISSION
REGULAR MEETING MINUTES
Tuesday, June 2, 2015

Municipal Building Community Room
43 Bombardier Road ◆ Milton, VT 05468
802.893.1186 ◆ www.miltonvt.org

Members Present: Lori Donna, Chair; Julie Rutz, Vice-Chair; Tony Micklus, Clerk; and John Lindsay, and Henry Bonges
Members Absent: None
Staff Present: Jacob Hemmerick, Town Planner
Others: None

1. CALL TO ORDER
The Chair called the meeting to order at 7:09 p.m.

2. ATTENDANCE
The Chair noted those members in attendance, as recorded above

3. AGENDA REVIEW
The Commission congratulated Commissioner Bonges on his recent graduation, and Bonges highlighted his research on common metrics for town plans in order to enable meaningful measurement and comparison among towns, as well as track progress. He looks forward to encouraging a broader conversation on the among the Vermont planning community. The Commission also congratulated Commissioner Micklus on gaining his real estate license.

Hemmerick requested to add "Impact Fee Appeals Committee Appointment to the Agenda". The Chair assigned this as the first item of business.

4. PUBLIC FORUM
No member of the public was present or spoke.

5. BUSINESS

5A. Impact Fee Appeals Committee Appointment
Hemmerick stated that a developer has appealed the impact fee amount and is requesting a reduced rate. The Impact Fee Ordinance calls for an appeals committee comprised of one appointee from each of the following boards: the Planning Commission, the Selectboard, and the School Board. Hemmerick noted that it has been more than a decade since the Committee last convened to consider an appeal. The Commissioners discussed their interest in volunteering and possible conflicts of interest and associations with the appellant: Lindsay stated that he could serve as an alternate (if needed) and **MOVED** to appoint Julie Rutz to the Impact Fee Appeals Committee. **SECOND** by Micklus. Unanimously **APPROVED**. Hemmerick stated that the Selectboard and School Board will have to do the same before the Committee can schedule a meeting and convene to hear the Applicant's appeal.

5.B. Capital Improvement Plan (CIP) Planning Commission Comment
Hemmerick reminded the Commission about the upcoming Selectboard hearing on the Capital Improvement Plan to be held on June 15, 2015. Donna inquired into proposed Capital Projects concerning the purchasing of trucks and associated funding sources -- questions raised at the first CIP hearing. Hemmerick stated that he didn't know the details of the proposed truck purchases, but understands that the Town Manager will bring forth some revisions at the hearing for the Selectboard's consideration to address feedback and shifts in the funding landscape. Hemmerick stated that the Planning Commission may comment on the CIP per Statute

and the Administrative Code. The Planning Commission reviewed the Plan and had no formal comments to submit to the Selectboard.

5.C. Interim Zoning Public Forum Discussion
The Planning Commission discussed preparations for the Public Forum to be held on June 16, 2015 at 7:00 p.m. The stated objective of the forum is to gather initial input on ways the Town can realize specific goals included in the Interim Zoning Bylaw to arrive at solutions for the permanent Bylaw

The Commission discussed the content of a public notice as well as an introductory PowerPoint to frame the conversation. The Commission agreed to primarily focus the June sixteenth discussion on uses within the M4 Checkerberry Zoning District as well as the public warehousing (self storage) use. The presentation will include a welcome and background on the following: the content of the Interim Bylaw, M4 uses in the standing Bylaw, TIF Districts, approved Public Warehousing, and Grand List basics. There will be discussion on LEED certification, desired commercial growth/location/uses, desired residential growth/location/uses, and optimal public warehousing locations. Hemmerick highlighted the general development patterns within the M4 District on Milton's Mapviewer and displayed a map of Town-owned parcels within the M4 as well as other natural resource features that could constrain development, such as: stream courses, steep slopes, and presumed wetlands. Rutz sent a general outline for Hemmerick and Donna to include in the presentation that Donna and Hemmerick will finalize next week. Bonges said he would send slides on LEED.

On a related note, Commissioner Lindsay mentioned that he had a meeting with Regional Planning Commission staff to learn more about Act 250, US Route 7 carrying capacities, and other development constraints in order to better understand development possibilities within the area.

In closing, the Commission reviewed the language of a public notice for the forum.

Action Items:
- Hemmerick will prepare illustrative mapping for the forum.
- Bonges will send slides on LEED standards.
- Hemmerick and Donna will finalize the Powerpoint
- Hemmerick finalize, send, and post the Forum advertisement.

6. STAFF UPDATE AND COMMISSION ROUNDTABLE

6.A. Staffing
Hemmerick announced that he was appointed Planning Director last night and stated that the Department is now going through the search/hire process for a Town Planner and Planning Assistant. He added that the Department is seeking an outside consultant to assist the Planning Commission's work formulating Interim Zoning solutions. Hemmerick will be primarily focused on keeping development review going and training new staff members in the coming months.

7. Minutes of May 19, 2015
Rutz **MOVED** to approve as presented. **SECOND** by Micklus. Unanimously **APPROVED**.

8. Adjournment
Rutz **MOVED** to adjourn at approximately 8:27 p.m. **SECOND** by Bonges. Unanimously **APPROVED**.

Submitted by

Lori Donna **Date** 6/16/15 /cjb

Lori Donna, Chair