



# PLANNING COMMISSION MEETING MINUTES

Meeting Type: ..... **Regular**  
Date: ..... **Tuesday, August 18, 2015**  
Time: ..... **7:00 p.m.**  
Place: ..... **Municipal Building Community Room**  
Address: ..... **43 Bombardier Road, Milton, Vermont 05468-3205**  
Contact: ..... **(802) 893-1186**  
Website: ..... **miltonvt.org**

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1 **1. CALL TO ORDER**

2 The Chair called the meeting to order at 7:10 p.m.  
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4 **2. ATTENDANCE**

5 **Members Present:** Lori Donna, Chair; Julie Rutz, Vice-Chair; Tony Micklus; John Lindsay; and Henry  
6 Bonges

7 **Members Absent:** none

8 **Staff Present:** Jacob Hemmerick, Planning Director

9 **Public Present:** none

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11 **3. AGENDA REVIEW**

12 No changes to the Agenda were proposed.  
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14 **4. PUBLIC FORUM**

15 None.  
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17 **5. STAFF UPDATE**

18 Hemmerick updated the Planning Commission on recent Development Review Board (DRB) activities,  
19 including the election of officers. Hemmerick discussed the August 27, 2015 DRB agenda, as well as  
20 vacancies on the DRB. Ongoing training options were touched upon, with discussion centering on State  
21 Government Municipal Day; Bonges remarked that he has attended Municipal Day in the past and found it  
22 to be very helpful. Hemmerick announced hire of the new Town Planner, Jeff Castle, and gave a brief bio,  
23 adding that Castle's first day was August 17, 2015. Stormwater runoff was brought up, as the devaluation  
24 of several lakefront properties in neighboring towns has been a recent news topic. Hemmerick stated that  
25 he is hoping to seek a Municipal Planning Grant that would enable the Town to contract for a Planning  
26 Consultant; if Brandy Saxton of PlaceSense were the successful bidder, this would lend continuity to the  
27 project. A rough estimate for the project from PlaceSense is \$14,000.00; Hemmerick mentioned he would  
28 be reaching out for other quotes as well. The Municipal Planning Grant (MPG) requires a 33% match for  
29 any amount above \$8000. The Planning Commission expressed support for the Planning Department to  
30 proceed with the MPG.  
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32 **6. BUSINESS**

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34 **6(A). ELECTION OF OFFICERS**

35 MOTION by Bonges to elect Donna as Chair; SECOND by Rutz. Discussion: none. Vote: Unanimously  
36 APPROVED.

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38 MOTION by Micklus to elect Rutz as Vice-Chair; SECOND by Bonges. Discussion: none. Vote:  
39 Unanimously APPROVED.  
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1 MOTION by Bonges to elect Micklus as Clerk; SECOND by Lindsay. Discussion: none. Vote:  
2 Unanimously APPROVED.

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4 **6(B). PUBLIC OUTREACH**

5 Hemmerick discussed the possibility of a survey to inform the Planning Commission on what is most  
6 important to the public for upcoming amendments; he mentioned that a Survey Monkey could be useful in  
7 pushing out a quick survey to get some initial feedback. Other options mentioned included: the Recreation  
8 Department's weekly newsletter and coordinating with the school to ensure a presence at this year's  
9 upcoming Activities Fair at Milton Elementary School on 9/8.

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11 Hemmerick asked for three specific example questions that could be used. Debate ensued over how the  
12 questions are phrased; for example: whether or not they should be multiple choice or open-ended and  
13 whether or not pictures and maps should be included. The conversation concentrated on having residents  
14 help identify the ideal location for a walk-able, pedestrian downtown district and where it should be  
15 located. How to phrase the question was discussed. Hemmerick summarized the themes he was hearing  
16 in the discussion, such as obtaining feedback about: uses; development and site design standards; and  
17 where different uses should be prioritized. Hemmerick proposed sample questions and they were  
18 discussed. Donna reiterated that visual aids, such as photos of neighboring communities' multi-family  
19 housing projects, could be very helpful in conducting the survey. The survey questions were not finalized,  
20 and the Commission concluded that this needs more consideration than time available to be able to act at  
21 this time.

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23 **6(C). FY'16 and Calendar Year 2016 Meeting Schedule**

24 The Commission's discussion jumped to item 6(D), Zoning Alternatives Geographic Analysis.

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26 **6(D). Zoning Alternatives Geographic Analysis**

27 Maps were passed out to each Commission member to consider the downtown district. The  
28 Commissioners discussed various alternatives. The Commissioners discussed the merits of various  
29 approaches. The Commission developed consensus in favor of prioritizing a pedestrian downtown zone  
30 and associated uses within a 1/4-mile radius the proposed hourglass and prioritizing auto-dependent uses  
31 in nearby transitional areas. Donna suggested reflecting on all the information that was presented until the  
32 next Planning Commission meeting. Hemmerick commented that he would brief PlaceSense on the  
33 Planning Commission's thoughts.

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35 **6(E). Public Service Board Notice of Petition for Proposed Lamoille River Solar LLC Array**

36 Hemmerick recapped the proposal: 38 acres of solar panels on a small amount of statewide agricultural  
37 soil but mostly average soil, well-screened and only visible from a small section of I-89 South. The actual  
38 location of the proposed array was explained. Donna expressed some concern about it being located on  
39 agricultural soil of statewide significance. Bonges explained that solar arrays typically have a 20-year  
40 expectancy and that upon their removal, the soil is returned to previous conditions. Donna remarked that  
41 they should review the contract to be sure it includes conditions for the eventual decommissioning of the  
42 solar array. Donna suggested they wait until the Commission's September 10, 2015 meeting for further  
43 discussion prior to providing the Public Service Board with a opinion.

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45 **7. APPROVAL OF MINUTES**

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47 **7(A). Minutes of July 21, 2015:**

48 MOTION by Rutz to APPROVE; SECOND by Bonges. Unanimously APPROVED.

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**7(B). Minutes of August 4, 2015:**

MOTION by Micklus to APPROVE; SECOND by Rutz. Unanimously APPROVED.

**8. ADJOURNED**

MOTION by Lindsay to adjourn at 9:03 p.m., SECOND by Micklus. Unanimously APPROVED.

Minutes approved by the Commission this \_\_\_\_\_ day of \_\_\_\_\_, 2015.

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Lori Donna, Chair

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Filed with the Town Clerk this \_\_\_\_\_ day of \_\_\_\_\_, 2015