



MILTON PLANNING COMMISSION MEETING MINUTES

Meeting Type:.....**Special**
Date:.....**Tuesday, September 22, 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**

1 **1. CALL TO ORDER**

2 The Chair called the meeting to order at 7:02 p.m.
3

4 **2. ATTENDANCE**

5 **Members Present:** Lori Donna, Chair; Tony Micklus, Clerk; Henry Bonges; and John Lindsay

6 **Members Absent:** Julie Rutz, Vice-Chair;

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

8 **Public Present:** none
9

10 **3. AGENDA REVIEW**

- 11 • Hemmerick noted that the date of the Minutes was incorrectly listed on the Agenda and should
12 read "September 9, 2015".
- 13 • Lindsay requested that the Spring and Fall Activities Fair (generally September/April) be added to
14 the Commission's Calendar for outreach. Lindsay also recommended the National Night Out as an
15 outreach venue, which has (in the past) conflicted with PC meetings.
- 16 • Bonges added that the bylaw amendment outreach process complements the Streetscape
17 Improvement Project for which the Selectboard recently authorized engineering services.
18

19 **4. PUBLIC FORUM**
20

21 **4(A). Letter from Ron Harding of September 17, 2015**

22 Staff presented a letter (ATTACHED) to the Commission from a resident of Milton Falls Court making
23 regulatory suggestions to better address high densities of dogs on lots that do not meet the Town's current
24 definition of a kennel. The Commission accepted the letter, and agreed that this is an issue that should be
25 placed on the docket. Hemmerick added that staff is analyzing this as well as other dog uses and farm
26 animals on small lots not otherwise exempted by the Department Agriculture as a "farm"; he suggested
27 that Staff will package a recommendation for the PC's consideration, and that the PC should consider
28 where this could fit into the work schedule. Commissioners affirmed the need to take this issue up and
29 discussed alternative approaches, such as tying the use to: accessory use classification, conditional use
30 classification, lot size, zoning district, housing density, etc. Donna suggested that this be put on the
31 calendar in 2016 when staff has time to prepare a proposal, and requested that Staff follow up with Mr.
32 Harding.
33

34 **5. STAFF UPDATE**

- 35 • The Zoning Administrator is now on leave, making Roger Dickinson the Acting Health Officer, and
36 Hemmerick the Acting Zoning Administrator and E-911 Coordinator.
- 37 • The DRB is taking up an accessory agriculture use at their next meeting.
- 38 • the Selectboard approved the Department's Municipal Planning Grant to support the Planning
39 Commissions' amendment work, to be discussed below.

- 1 • Hemmerick distributed a brochure on Cathedral Square's Elderly Housing Project, which is going
2 to be very energy efficient.
- 3 • Bonges added that there will be a Green Infrastructure Workshop focused on stormwater at the
4 RPC that he plans to attend.
- 5 • Hemmerick added that the Department will return to doing an e-mail update on a bimonthly basis,
6 after a break in this practice to take something off the workload of the Department while in
7 transition.

8 9 **6. BUSINESS**

10 11 **6(A). Public Service Board (PSB) Notice of Petition for Lamoille River Solar LLC Array at West Milton 12 Road.**

13 The Commission reviewed a draft letter to the Public Service Board pursuant to 30VSA248a(f) and PSB
14 Rule 5.402(a) for signature by the Commission Clerk. The Commission reviewed the letter and authorized
15 the Commission Clerk to sign the letter by UNANIMOUS CONSENT. Bonges stated that a 3D model of
16 proposed arrays would be a more effective way to visually communicate the layout and look of a new
17 project. The Commission briefly discussed the need for balance between aesthetic, working lands, and
18 renewable energy priorities important to Vermonters.

19 20 **6(B). PSB Application for a Certificate of Public Good for SUN CSA 57, LLC at 262 Middle Road**

21 The Commission reviewed the application recommending responsible decommissioning and screening
22 from Middle Road. The Commission discussed visibility from adjacent properties and Middle Road, as
23 well as prime agriculture, and concluded by UNANIMOUS CONSENT that the site should be responsibly
24 decommissioned, screened with landscaping from public right of ways and proximate dwelling units (that
25 are within view of the proposed array).

26 27 **6(C). FY17-21 Capital Improvement Plan Recommendations**

28 Hemmerick stated that the Town's staff is beginning its work on Capital Improvement Plan and inquired if
29 the Planning Commission wished to share key policy priorities identified in the Comprehensive Plan to be
30 included/amended in the Capital Improvement Plan. Lindsay noted that the new Town Manager is
31 working to improve the process to be more inclusive. The Commission stated that the streetscape
32 improvements and hourglass intersections are clear priorities. Lindsay and Donna discussed the status of
33 the Public Works Highway Garage and Recreation Facility. Hemmerick suggested a return to this next
34 meeting in order to prepare a memo that includes *Plan* goals with links to capital expenditures for ranking
35 and prioritization.

36 37 **6(D). PlaceSense 2016 Bylaw Amendment Report & Municipal Planning Grant**

38 Hemmerick requested feedback on the Municipal Planning Grant application approved by the Selectboard
39 the night before, summarizing the goals and priorities in the grant as well as the workplan for the
40 amendment that was prepared by PlaceSense. Hemmerick explained that he would look to PlaceSense to
41 do the bulk of the work while he is Acting Zoning Administrator through December. If the MPG is not
42 successfully funded, then the stakeholders will need to recalibrate in December (when the award would be
43 announced) to see what funding is available locally to forward the project.

44
45 The Commission questioned if the MPG proposal would limit them from taking on other issues;
46 Hemmerick explained that it sets a minimum work plan and that while the grant funds the process, the
47 funders do not have the expectation that the full scope is guaranteed for successful adoption. Lindsay
48 inquired about the applicability of the project's scope beyond the Town Core. Hemmerick stated that the

1 grant primarily focuses on the Town Core and may lead to successes, or standards that would be
2 applicable in other areas.

3
4 Donna signed the grant application, which Hemmerick will submit to the State prior to the deadline of
5 September 30, 2015.

6
7 **6(E). Community Networking for Outreach**

8 The Commission began an initial community networking stakeholder identification exercise, as framed by
9 the Orton Community Foundation. This is the first step of a multi-step process designed to inform the
10 community and gather feedback about the bylaw amendment project. It is done by developing a table
11 listing key local demographics, networked groups, network connectors, venues for conversation, and
12 communication channels/mediums. The Commission identified several dozen local groups and
13 organizations, and Hemmerick said that he would begin working on the table to inform further outreach.

14
15 **7. APPROVAL OF MINUTES**

16
17 **7(A) Minutes of September 8, 2015**

18 TABLED by UNANIMOUS CONSENT.

19
20 **8. ADJOURNED**

21 MOTION by Micklus to adjourn at 8:45 p.m., SECOND by Rutz. Unanimously APPROVED.

22
23 **Minutes approved by the Commission this _____ day of _____, 2015.**

24
25
26
27 _____
28 **Lori Donna, Chair**

/jmh

29 **Draft Filed by Staff with the Town Clerk this _____ day of _____, 2015**

30 **Filed with the Town Clerk this _____ day of _____, 2015**

31
32 **Action Items:**

- 33 • Hemmerick will add placeholder in the Commission's Calendar to schedule an outreach booth at
- 34 the Activities Fair early in the spring.
- 35 • Hemmerick will follow-up with Ron to acknowledge the letter and its future consideration.
- 36 • Hemmerick will draft a letter to the PSB for the Middle Rd. solar array.
- 37 • Hemmerick will review CP Goals and Links to Capital Expenditures.
- 38 • Hemmerick will submit MPG application to VT ACCD.
- 39 • Hemmerick will begin working on the Community Network Outreach.