



PLANNING COMMISSION

Meeting Type:.....**Regular Meeting**
Date:.....**Thursday, December 6, 2016**
Time:.....**7:00 p.m.**
Place:.....**Municipal Building Community Room**
Address:.....**43 Bombardier Road Milton, VT 05468**
Contact:.....**(802) 893-1186**
Website:.....**www.miltonvt.org**

MEETING MINUTES

1 **1. CALL TO ORDER**

2 The Chair called the meeting to order at approximately 6:12 p.m.
3

4 **2. ATTENDANCE**

5 **Members Present:** Lori Donna, Chair; Julie Rutz, Vice-Chair; Tony Micklus, Clerk; John
6 Lindsay (via Skype); Henry Bonges (left at approximately 8:07 p.m.).

7 **Members Absent:** None.

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

9 **Public Present:** William Workman; John Stanley; Diane Mallick; Gisela Alpert.
10

11 **3. AGENDA REVIEW**

12 None.
13

14 **4. PUBLIC FORUM**

15 Workman spoke about 588 Route 7 South, Tax Map 7, Parcel 33-1, on behalf of the owners,
16 Stanley and Mallick. Workman gave a history of the parcel, sharing various approvals that
17 have been obtained over the years dating back to 1994. Workman stated they would prefer that
18 the property remain in a high-density residential zoning district, or as a second preference, in a
19 Commercial district. Past plans and proposals were discussed by Workman, with the topic
20 ranging from State Highway access to the on-site septic system. Bonges asked for the request in
21 writing, for clarity. Workman plans on presenting this at the Planning Commission's next
22 meeting.
23

24 Alpert of the Milton Artists' Guild spoke briefly about past and upcoming art events, both
25 within Milton and in neighboring communities. The group discussed the Guild's annual
26 holiday art show and other fundraising efforts.
27

28 **5. STAFF UPDATES/NOTICES**

29 None.
30

31 **6. BUSINESS**

32 **6(A). Customer Service Initiative**

33 The group discussed the draft Customer Service survey and made various recommendations.
34 Staff will revisit the form, taking these suggestions in to account.
35

36 **6(B). Comprehensive Plan Land Use Goal Analysis**

37 Economic Development, Housing, Preservation, and Land Use Goals detailed in the
38 Comprehensive Plan were discussed. Staff spoke about how the Unified Bylaw the Planning

1 Commission (PC) has been working on addresses and furthers these goals. The group
2 discussed progress that has been made and goals that have been met.
3

4 **6(C). Update on Sewer Service Area Restrictions**

5 The group briefly discussed a Memo that Staff prepared that detailed Sewer Service Area
6 Restrictions, and reviewed an associated map.
7

8 **6(D). White & Burke Memo of September 2016 on Draft Unified Regulations**

9 This item was very briefly discussed. Staff has prepared a draft response to the Memo and will
10 continue work on this.
11

12 **6(E). Unified Regulations: Land Use Descriptions and Use Table**

13 The Use Table was reviewed. There were some questions about why certain Uses are listed as
14 Conditional in certain Zoning Districts. These were reviewed again; typos and requested
15 changes were noted.
16

17 Landscaping and infrastructure were discussed. The Commissioners are concerned with equity
18 in regards to funding for infrastructure.
19

20 **6(F). Unified Regulations: Section III**

21 The discussion returned briefly to a topic the group had discussed at their last meeting: organic
22 matter remaining in the soil of the disturbed area of a construction site. Lindsay inquired about
23 where the group had landed on this issue, as it had been discussed at length. Staff updated the
24 group on the status of this language.
25

26 The group discussed exemptions, specifically egress stairs (for example, stairs off of a deck or
27 porch). Bonges had questions about administering this. Bonges described various scenarios
28 and asked about ways to prevent it from becoming an issue. Staff advised that Development
29 Review Board (DRB) members would need to try to anticipate these problems, among others,
30 which could include:

- 31 • Utilities not shown on plans, but will clearly be needed.
- 32 • Ingress/egress not shown on plans where one is clearly needed.
- 33 • Snow storage area not shown on plans, but is needed.
34

35 *The group took a 5-minute recess at approximately 7:59 p.m.*
36

37 Upon reconvening, the group discussed the following within the context of the Unified Bylaw:

- 38 • Water courses and riparian buffers (the Chair advocated keeping the buffer at 25')
- 39 • Vegetation within the riparian buffer
- 40 • Pre-existing structures
- 41 • Drive-through facilities
- 42 • Solar panels
- 43 • Building height
- 44 • Parking requirements
45

46 **6(G). Joint Meeting Preparation**

1 The Commissioners talked about their upcoming Joint meeting with the Selectboard, scheduled
2 for Saturday, December 10, 2016. Final preparation details were discussed; documents were put
3 in place and finalized; the Agenda was reviewed. The importance of details and having as
4 much information as possible ready was discussed. Questions were asked and answered.
5

6 **7. MINUTES**

7 **7(A). Minutes of November 22, 2016 & November 29, 2016**

8 Tabled by unanimous consent.
9

10 **8. ADJOURNMENT**

11 MOTION by Micklus to adjourn at approximately 8:35 p.m.; SECOND by Rutz. Adjourned by
12 unanimous consent.
13

14 Minutes approved by the Commission this _____ day of _____, 2016.
15

16 _____
17 **Lori Donna, Chair**

/kt

18 Draft filed with the Town Clerk this 9th day of December, 2016.
19

20 Filed with the Town Clerk this _____ day of _____, 2016.
21