



PLANNING COMMISSION

Meeting Type:..... **Regular Meeting**
Date:..... **Thursday, December 20, 2016**
Time:..... **6:00 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 Vice-Chair called the meeting to order at approximately 6:06 p.m.

3
4 **2. ATTENDANCE**

5 **Members Present:** Lori Donna, Chair (arrived approximately 6:10 p.m.); Julie Rutz, Vice-Chair;
6 Tony Micklus, Clerk (left at approximately 6:43); John Lindsay; Henry Bonges (left at
7 approximately 8:17 p.m.).

8 **Members Absent:** None.

9 **Staff Present:** Jacob Hemmerick, Planning Director; Brandy Saxton, PlaceSense consultant
10 (arrived approximately 6:37 p.m.).

11 **Public Present:** William Workman; John Stanley; Diane Mallick.

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13 **3. AGENDA REVIEW**

14 Staff requested that "Timeline Review" be added under "Business" as Item 7(A).

15
16 **4. PUBLIC FORUM**

17 Workman presented a written history dating back to 1991 of 588 Route 7 South, Tax Map 7,
18 Parcel 33-1, on behalf of the owners, Stanley and Mallick. Workman stated they would prefer
19 that the property remain in the current M4 Zoning District. Historical plans, approvals, and
20 proposals were reviewed. Bonges asked if there were active development plans right now,
21 Workman replied that there were not. The Chair inquired about the location of the curb cut;
22 Workman pointed it out on the map. The Chair asked a few follow up questions and clarified
23 some points. Staff mentioned the process for submitting an application under the current
24 regulations and **securing** vested development rights prior to any potential regulation changes.

25
26 **5. STAFF UPDATES/NOTICES**

27 Staff shared an updated Certificate of Compliance application, advised that the Selectboard
28 authorized acceptance of the Municipal Planning Grant (MPG), and briefly discussed the
29 possible extension of Interim Zoning.

30
31 **6. OFFICIAL NOTICES**

32 None.

33
34 **7. BUSINESS**

35 **7(A). Work Plan Review**

36 The group briefly reviewed their work plan and schedules, and discussed options.

37
38 **7(B). Debrief from Joint Meeting with the Selectboard**

1 The group discussed some of the concerns that had come up during the joint meeting,
2 including:

- 3 • Public outreach on Town Meeting Day
- 4 • Accessory apartments and their contribution to residential density.
- 5 • Minimum and maximum lot sizes.
- 6 • Design standards

7
8 The Chair asked Saxton to review some of the design standards that has already been agreed
9 upon. The group went over some of these, in particular driveways and parking areas, and
10 discussed options that could contribute to the greater vision.

11
12 Overall, everyone felt the meeting went very well and valuable feedback had been obtained.

13
14 **7(C). Draft Unified Regulations: Continued Review of Section 3**

15 Staff summarized some of the topics that the group has recently covered, including:

- 16 • Driveways
- 17 • Construction structures
- 18 • Camping Units
- 19 • Fill
- 20 • Swimming Pools
- 21 • Water and Wastewater Disposal
- 22 • Erosion Control
- 23 • Stormwater Management
- 24 • Drive-through facilities
- 25 • Bed & Breakfast

26
27 New topics/principal uses discussed included:

- 28 • Home Business: outdoor storage and screening were of interest; additional limitations
29 were reviewed.
- 30 • Campgrounds: seasonal limitations were noted.
- 31 • Carwash: noise limitations and water management were concerns.
- 32 • Salvage Yard
- 33 • Convenience Store & Fueling Station: canopy height was reviewed.
- 34 • Mini-warehouse and self-storage Facility
- 35 • Adult Uses: location restrictions were discussed.
- 36 • Wireless Communication Facility: discussion was limited, as legislation is pending at
37 the state level that will affect municipal decisions
- 38 • Extraction: reclamation of the site was discussed.
- 39 • Shooting Range: indoor vs. outdoor concerns were reviewed.

40
41 **8. MINUTES**

42 **7(A). November 22, 2016**

43 MOTION by Lindsay to approve the minutes of November 22, 2016 as written. SECOND by
44 Rutz. Unanimously approved.

45
46 **7(B). November 29, 2016**

1 MOTION by Rutz to approve the minutes of November 29, 2016 as written. SECOND by
2 Lindsay. Unanimously APPROVED.

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4 **7(C). December 6, 2016**

5 MOTION by Lindsay to approve the minutes of December 6, 2016 as written. SECOND by
6 Rutz. Unanimously approved.

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8 **9. ADJOURNMENT**

9 MOTION by Rutz to adjourn at approximately 8:25 p.m.; SECOND by Lindsay. Unanimously
10 APPROVED.

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

13

14

15 _____
Lori Donna, Chair

/kt

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17 Draft filed with the Town Clerk this 22nd day of December, 2016.

18

19 Filed with the Town Clerk this _____ day of _____, 2017.