

PLANNING COMMISSION

Meeting Type:..... **Regular Meeting**
Date:..... **Tuesday June 16, 2020**
Time:..... **6:00 p.m.**
Place:..... **Via Teleconference**
Contact:..... **(802) 893-1186**
Website:..... **www.miltonvt.gov**

MEETING MINUTES

John Lindsay, Chair

Tony Micklus, Vice-Chair

Lori Donna, Clerk

1. Call to Order & Welcome

The meeting was called to order by J. Lindsay at 6:05 p.m.

2. Attendance

Members Present: John Lindsay, Chair; Tony Micklus, Vice Chair; Lori Donna, Clerk

Members Absent: None

Staff Present: Cymone Haiju, Planning and Development Director; Regina Mahony Interim Planner; John Bartlett (at the beginning to get the teleconference meeting started)

Others Present: Seth Duchesneau

3. Agenda Review

- No changes.

4. Public Forum

The public may attend and participate in accordance with Vermont's Open Meeting Law (1VSA312).

Seth Duchesneau is attending the meeting to observe as he's considering applying to the Planning Commission.

5. Staff Updates

J. Lindsay welcomed Cymone Haiju as the new Planning and Development Director. C. Haiju stated that this is her second day, and she's happy to be here. R. Mahony stated that Amanda Pitts and municipal staff are now working from the office, however the offices are still closed to the public. An applicant for the Admin Assistant position was offered the position yesterday. This position will be shared between the Planning & Public Works offices; and will be seated at the front of the newly renovated Planning/Public Works offices. R. Mahony added two updates from Chittenden County Regional Planning Commission's perspective. CCRPC is conducting a I-89 study because the traffic modeling for the 2050 Metropolitan Transportation Plan showed a capacity issue between Exits 14 & 15 toward the end of that planning timeframe. This project was presented to the Selectboard last night so it is available in that recording; and there is also a website where you can find out more information about the study: envision89.com. CCRPC is also following a bill in the Senate - S.237. It is a housing bill that may have some impacts on local zoning, and some Act 250 amendments as well. R. Mahony will provide the Planning Commission with more information on the bill if it passes.

6. Business

- A. Unified Development Regulations Review Presentation** - R. Mahony provided an overview of her review of the UDRs:

- (1) In DB1, NC1 and M5 multi-family housing is not permitted on its own. R. Mahony explained why this may be hindering development in Milton:
 - a. There is a strong market for residential, and much less so for non-residential.
 - b. There is too much area zoned for commercial. This will likely result in the limited commercial market being developed far and wide along the corridor rather than concentrated in a more walkable area.
 - c. There are not enough benefits in place to balance the required commercial. If the public wants commercial in these areas it would help to have greater incentives in place for the applicants to balance the greater risk in developing commercial spaces.
 - d. Confusion between mixed-use developments, upper floor residential and multi-family housing. It would be helpful to review these three uses and definitions and see if there is a way to clarify the intent.

Planning Commission members indicated that this change would be a 180 degree turn from what the intention was with the 2017 UDR amendment. The move toward more commercial was in response to Milton's commercial deficit, it is what the public wanted as expressed in the public outreach leading up to this amendment, and commercial would provide less strain on the school district. J. Lindsay stated that to go back toward multi-family housing would require a community conversation. L. Donna indicated that she is not in favor of making this type of change. T. Micklus agreed with the intention of the original amendment but indicated that the Town has not seen any development applications and we cannot keep waiting. S. Duchesneau stated that it would be a good idea to ask why development is not happening. There was consensus to return to this conversation to gain a greater understanding of the issues; and if amendments are needed it would require community engagement on the topic.

- (2) Uses that appear to support the purposes of the downtown/town core districts require conditional use review. R. Mahony recommended that some of these uses be re-classified as permitted. J. Lindsay indicated that the Planning Commission did re-classify a number of uses in the 2017 amendment, and would be open to looking at more of these. There was consensus to look at re-classifying uses.
- (3) The standards in Section 3101 for multi-family housing, upper floor residential and retirement housing are very specific and potentially quite difficult to meet. The Planning Commission indicated that these standards are based on some developments on Dorset Street in South Burlington and were intended to reach a young professional market. There was consensus to take a look at this again to ensure that the standards are achievable.
- (4) Conservation PUDs require a Land Trust or Conservancy to take ownership of open space land (3501.F(5)). It is not likely that this standard can be achieved in most cases. The Planning Commission indicated that they are aware of this issue and have looked at this. The issue was that if the alternative is for the Town to take on the responsibility of these open spaces there should be public access and it isn't clear how to do that. There was consensus to take a look at this; and to make sure to include input from the Conservation Commission.
- (5) R. Mahony also provided a list of recommendations of minor technical corrections. There was consensus to start working through this list this summer.

- B. Temporary Permitting Measures in Response to Covid-19 Discussion** – R. Mahony explained that this came about because the Town was receiving a number of requests from food trucks and other businesses on how they can operate in light of the Governor’s COVID orders for food establishments. Many municipalities have been doing similar things, some through interim zoning and some through more simple processes. Milton followed South Burlington’s process. R. Mahony apologized for not including the Planning Commission in these discussions. It happened quickly to help businesses be able to get open and start working again; and the Planning Commission still wasn’t meeting at the time. However, R. Mahony stated, that as Staff we should have still kept the Planning Commission informed and involved in the discussion. J. Lindsay said that he has no issue with these temporary measures, and suggested that perhaps a process be put in place in something like this needs to happen in the future. L. Donna appreciated the apology and said that she learned about from someone who had an issue getting through Center Drive, apparently because multiple food trucks were in the road. L. Donna asked Staff to look into this and see if there should be any adjustments made to the Temporary Permitting Measures (i.e. maybe limit the number of food trucks in one place). T. Micklus stated that some of the measures should be considered on a more permanent basis.
- C. Initial Master Plan Process Discussion** – J. Lindsay described a process that he’d like to engage in to set the basis for a more focused and specific Comprehensive Plan implementation strategy; as opposed to the laundry list of goals/strategies/actions that are currently in the Comprehensive Plan. J. Lindsay explained that it would be helpful to get this process started well before the Plan expiration so that the Boards, Committees and the public are in general agreement and consensus on the top 8 or so goals/ guiding principles. R. Mahony reiterated that this is a great idea, and those goals could then help guide the development of the Plan, and specific workplans for the Boards and Committees on an annual basis going forward. Staff will put this on the workplan for the future.

7. Minutes

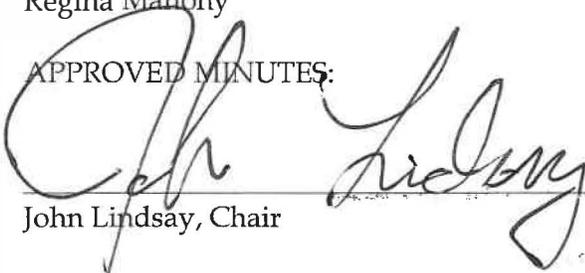
January 7, 2020: Motion to approve the minutes of January 7, 2020 by T. Micklus at 7:25 p.m. 2nd by L. Donna. Motion carried.

8. Adjournment:

Meeting adjourned at 7:25 p.m. The next meeting will take place on Tuesday, July 8th hopefully in person, but potentially on Zoom again.

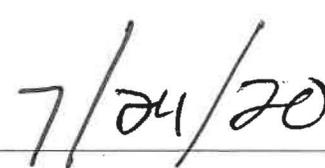
Respectfully Submitted,
Regina Mahony

APPROVED MINUTES:



John Lindsay, Chair

Date:



Filed with the Milton Town Clerk's Office on this _____ day of _____, 2020.

ATTEST: _____, Milton Town Clerk