



Regular Meeting

Thursday, January 8, 2026, 6:00 p.m.

Community Room, 43 Bombardier Road, Milton, VT 05468

In Person and/or Via Zoom

If you attend the meeting via zoom and intend to gain interested party status,
please provide your name, email and/or mailing address using the Q&A feature.

Development Review Board Members Present: Bruce Jenkins, Chair; Julie Rutz, Clerk; Bill McSweeney, Maryalice Callahan, Nick Smith, Vice-Chair

Development Review Board Members Absent:

Staff Present: Amanda Pitts, Zoning Administrator

Others Present: See sign-in sheet.

I. Call to Order

B. Jenkins called the meeting to order at 6:02 p.m.

II. Attendance

III. Agenda Review

IV. Public Forum

A Public Forum is for items not on the agenda and will be limited to five minutes per person. All participants must clearly state their name. No action will be taken on items raised until a subsequent meeting (if action is needed).

V. Continued Hearing – None.

VI. New Hearing

O'Brien Brothers, Applicant, is requesting **Final Plan** approval for a proposed 65-lot subdivision located at **Lot 1 of the Brault subdivision on Bombardier Rd**, described as Parcel #207057-000000, SPAN 396-123-10416. Proposal includes the construction of 3 new roads, extension of Board Walk Way through Willys Lane, construction of 41 single family dwellings and 22 duplexes, with connection to municipal water and sewer. This proposal includes additional **Waiver** requests per section 4604 for deviation of setbacks. The subject property is owned by **Brault Revocable Trust**, is recorded as having 26.85 acres, and is located within the Checkerberry Residential (M4-R) zoning district, and the Town Core Planning Area

J. Rutz disclosed her relationship to the abutters and requested if the audience or board felt the need for recusal, but there was no request made. Andrew Gill, Scott Homsted, and Evan Langfeldt attended the hearing representing the applicant. William Labelle, Ross Lavoie, Warren Palm, Bruce & Donna Douglas, Elizabeth Harper and Bart Frisbie attended as interested parties.

B. Jenkins administered the oath and read through the numbered items listed below.

1. The applicant shall secure permits identified on the Permit Navigator Summary.
2. DRB to determine if additional Traffic Impact Analysis is required for this application.
3. Applicant is advised to review and address TAC comments prior to acceptance of final plan/plat.
4. Applicant is advised that curb-cut onto existing roads will require Highway Access Permit approval from Public Works and associated inspections.
5. Applicant is advised that all driveways shall be designed and constructed in accordance with section 3002 and Public Works Specifications.
6. Applicant is advised that a State and Town water/wastewater approvals will be required.
7. Applicant is advised that the surface water riparian /wetland buffers shall be maintained in accordance with section 3011.
8. DRB to confirm construction of the extension of Board Walk Way to Lainey Avenue to commence during Phase 3 of the proposed project satisfies section 3405.A(8).
9. Applicant must design and construct road extensions and new roads in accordance with section 3506.A and public works specifications. Applicant is advised to confirm proposed road names with staff prior to final plat filing/submittal.
10. Applicant is advised to install street lights in accordance with proposed plans and Public Works Specifications.
11. DRB to determine if the proposed path meets requirements of section 3405.C.
12. DRB to determine if proposed street trees along the extension of Board Walk Way are satisfactory.
13. DRB to discuss pool as an option, rather than requirement, of approval, and recreation area requirements. DRB to determine if proposed landscaping and screening is satisfactory.
14. Applicant is advised to provide crosswalk and signage for multi-use path across driveway for pool area.
15. Applicant is advised to provide draft legal documents for review and approval by the Town Attorney prior to finalizing and filing of final plans/plat.
16. DRB must determine if the applicant demonstrated that all the applicable waiver criteria in Figure 4-01 have been met.
 - a. The proposed land development will not alter the essential character of the area or district in which the property is located.
 - b. The proposed land development will not substantially or permanently impair the lawful use or development of adjacent property.
 - c. The proposed land development will not be detrimental to public health, safety or welfare.
 - d. The proposed land development is beneficial or necessary for the continued reasonable use of the property.
 - e. The applicant is proposing adequate mitigation of any dimensional encroachment through design, screening or other remedy.
17. The process outlined in the *Town of Milton Public Works Specifications* Section 110, the General Procedures for Acceptance of Public Infrastructure, shall be followed for the installation of the roadways,

sidewalk, multi-use path, water line, hydrants, and sewer, and its future ownership and maintenance. Applicant is advised to determine the specific infrastructure to become public with Public Works prior to Final Plan application submittal.

- a. Cost Estimate: Applicant will provide a cost estimate to the Director of Public Works, or designee, for review, and Selectboard will approve the value. Applicant shall establish a surety in that approved amount.
 - b. Legal Escrow: The Applicant shall submit \$500 (submitted with final plan application) to cover the legal review of the deeds and any other required legal instruments by the Town Attorney. Any funds not expended on the legal review will be refunded to the Applicant, and applicant is responsible for any funds exceeding \$500.
 - c. Legal Review: The applicant shall submit draft deeds and any other associated legal instruments for all impacted lots for review and approval by the Town Attorney. Only instruments approved by the Town may be recorded in the Town of Milton Land Records.
18. In accordance with 24 V.S.A. §4463(b), the applicant must file a final subdivision plat for filing in the town's land records within 180 days of the Development Review Board's final approval. The plat must be deemed Final by Planning Staff prior to being eligible for recording as the final survey plat. Upon written request by the applicant prior to the expiration of the 180 days, the Zoning Administrator may grant a written 90-day extension to the filing deadline if other local or state permits are still pending.
19. Final Plan Submission: Applicant shall submit one (1) full-sized (to scale) and one (1) reduced (11 x 17) complete final plan sets depicting the requested changes. The revised plans must be deemed Final by Planning Staff prior to being eligible for a Zoning Permit from the Zoning Administrator and/or recording the final survey plat. The Applicant is advised to submit an electronic .pdf plan for staff review prior to submitting all copies of the Final Plan set.
20. The Waiver Approval shall expire three years from the date of issuance if the applicant does not receive a zoning permit by this date.
21. Omission or misstatement of any material fact by the applicant or agent on the application or at any hearing which would have warranted refusing the permit or approval shall be grounds for revoking the permit or approval at any time.
22. The DRB may schedule a site visit.
23. The DRB shall motion to recess or close this hearing. If recessed, a specific time, date, and place shall be designated to resume the hearing. If closed, the DRB shall issue a decision within 45 days.

Motion by N. Smith to close the hearing at 6:38 p.m., with a second by M. Callahan. Motion approved unanimously.

VII. Approval of Meeting Minutes of December 18, 2025

Motion by J. Rutz to approve Minutes, with a second by B. McSweeney. Motion approved unanimously.

VIII. Deliberative Session

Private session for deliberations on applications and written decisions in accordance with 1 V.S.A. 312.

IX. Adjournment

Motion by J. Rutz to adjourn the meeting at 6:44 p.m., with a second by N. Smith. Motion approved unanimously. Meeting adjourned.

All documents pertaining to this meeting may be viewed using the following link:

https://miltonvt.sharepoint.com/:f:/s/TownOfMiltonFilesFolders/IgDC-zx0AflqRqR1Bq-rBQZZAZ6eCc37Iw2sG6pSbTvl_xs?e=jP4mdb

A video recording of this meeting can be found at the following location:

<https://miltonvt.sharepoint.com/:f:/s/TownOfMiltonFilesFolders/lgCrSoil-tOLTazhTs97EazxARvNXq2kUMkLTIRUi8rMn08?e=qqvADA>

Minutes recorded and submitted by Michele Walker and Amanda Pitts

APPROVED
MINUTES:

Bruce Jenkins, Chair

Date

ATTEST:

Milton Town Clerk

Filed this day with the Milton
Town Clerk's Office.

DRAFT