



Regular Meeting

Thursday, August 27, 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.**

- I. Call to Order:** B. Jenkins called the meeting to order at 6:00 pm.
- II. Attendance:** Bruce Jenkins, Bill McSweeney, Julie Rutz, Mary Callahan, Amanda Pitts DRB Staff
- III. Absent:** Nick Smith
- IV. Agenda Review:** No changes were made to the agenda.
- V. Continued Hearing – None**
- VI. New Hearing –**

Camp Holdings, LLC, owner and applicant, is requesting a **Final Plan Review** for a 2-lot **Minor Subdivision**. The project is located at **3 & 19 Precast Road**, described as Parcel # 203023-000000, SPAN 396-123-11053. The subdivision would create separate lots for the existing commercial building at 19 Precast Rd and 3 Precast Rd. A variance (DRB # 2026-03) was approved on February 26, 2026 to facilitate this subdivision. The subject property contains a total of 5.02 acres and is located within the General Industrial (I2) zoning district and the Catamount Planning Area.

Colen Johnson and Eric Licho, engineers Bowman Engineering, attended representing the applicant. B. Jenkins administered the oath and read through the following numbered items.

1. The applicant is advised to provide a Permit Navigator Summary or Project Review Sheet to staff. Applicant shall secure permits identified.
2. Any signage must be in conformance with section 3015 and obtain sign permit approval if applicable.
3. DRB to determine if the project requires street lighting.
4. DRB to determine if pedestrian and/or bicycle facilities are required for this application.
5. Applicant is advised to provide applicable state permitting with final plan submittal.
6. Applicant is advised that monuments and lot corner markers will be installed per section 3405.K
7. Owner's association or similar legally enforceable documents for shared infrastructure is subject to review and approval prior to recording of the final plat.
8. Applicant is advised to provide details regarding renewable energy and energy conservation.
9. This project shall be completed, operated, and maintained as set forth in the plans and exhibits as approved by the Development Review Board and on file in the Department of Planning and Zoning, and in accordance with the conditions of this approval. No changes, erasures, modifications, or revisions, other than those required by this Decision, shall be made on the plan after approval unless a revised plan is first submitted to the Department of Planning and Zoning for approval.
10. Legal Escrow: Applicant shall submit \$500 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.
11. Legal Review: Applicant shall submit draft deeds and any other associated legal instruments for all impacted lots and public infrastructure for review and approval by the Town Attorney. All requested revisions must be complete before the Plat may be recorded. Only instruments approved by the Town may be recorded in the Town of Milton Land Records. The Town Attorney must approve of the subdivision plat prior to filing the final plat on mylar.
12. 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.

13. 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.
14. 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.
15. The DRB may schedule a site visit.
16. 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 to approve the application, with conditions of approval as presented, at 6:08 pm by M. Callahan. Second by B. McSweeney. Motion approved unanimously. Hearing closed and application approved. Notice of Decision will be issued within 45 days.

VII. Approval of Meeting Minutes

Motion to approve the Meeting Minutes of August 13, 2026 by B. McSweeney. Second by M. Callahan. Motion approved.

VIII. Deliberative Session

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

IX. Adjournment

Motion to adjourn the meeting and enter deliberative session at 6:10 pm made by B. McSweeney. Second by J. Rutz. Motion approved unanimously. Meeting adjourned by B. Jenkins.

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

https://miltonvt.sharepoint.com/:f:/s/TownOfMiltonFilesFolders/IgDoxjZHCKekQ4fqrVzHb6kyATGsw_wS1Lf3-EkOB00UM8U?e=db7Ax9

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

https://miltonvt.sharepoint.com/:v:/s/TownOfMiltonFilesFolders/IQBgNLCxrCdZRZQnV8kamJ5wAWwmQ69_Y6lgSmy2kV2BXAk?e=HoTIHZ

Minutes recorded and submitted by Amanda Pitts

APPROVED
MINUTES:

Bruce Jenkins, Chair

Date

ATTEST:

Milton Town Clerk

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