



Regular Meeting

Tuesday, September 1, 2026, 6:00 p.m.
Community Room, 43 Bombardier Road, Milton, VT 05468
In Person and/or Via Zoom

Members Present: Julie Rutz, Chair; Ben Frye, Vice Chair; Brenda Steady, Member;
Rich Desouza, Member

Members Absent: Sean Tatro, Clerk

Staff Present: Cassandra LaFayette, Town Planner

Others Present: Mike McCormick (remote)

I. Call to Order

J. Rutz called the meeting to order at 6:03 p.m.

II. Attendance

J. Rutz confirmed attendance provided quorum.

III. Flag Salute

The commission members led the Pledge of Allegiance.

IV. Public Forum

None.

V. Approval of Minutes for July 21, 2026, Meeting & August 4, 2026, Meeting

Motion made by B. Frye to approve July 21, 2026 & August 4, 2026, Meeting Minutes, with a second by B. Steady. Motion was approved 3-0, with R. DeSouza abstaining.

VI. Agenda Review

No changes made.

VII. Business

A. Discussion about Unified Development Regulations (UDR)

i. Timelines and First Review of Proposed Changes

Staff proposed timeline and discussed having a special meeting on September 29th. Having the Use Table updated by the new year will be beneficial with timing of businesses needing to go through the development review process, and any other state review before construction season begins.

ii. Discussion on Use Table (UDR Section 2123)

Staff introduced the proposed review of the commercial and industrial portions of the Unified Development Regulations (UDR) Use Table. The Commission focused its review on the C1, I1, I2, and I3 zoning districts and discussed whether existing commercial uses were appropriately classified within those districts. The Commission discussed the long-term purpose of the C1 District, which had

historically been planned around potential interstate access, and the need to reconsider the district's role given the anticipated timeframe for any future interstate project.

The Commission reviewed commercial uses within the I1, I2, and I3 Districts and discussed expanding opportunities for uses that are compatible with industrial areas and may require larger lots, vehicle access, or outdoor space. Discussion included retail sales, sales lots, repair services, fueling stations, building and property maintenance services, and other commercial uses. Sales lots and repair services received support for inclusion in appropriate industrial districts. Fueling stations and several other uses were identified for additional review.

iii. Discussion on Proposed Staff Recommendations

Staff will incorporate the Commission's direction into the proposed Use Table amendments. The Commission will continue its review of the remaining commercial zoning districts at its next meeting.

B. Discussion about Long Term Goal Alignment

Staff provided updates regarding current and anticipated development activity in Milton and discussed how existing zoning requirements may affect redevelopment and reuse opportunities.

VIII. Staff Updates

Staff confirmed Special Meeting on September 29th and the cancellation of the November 3rd meeting due to it being election night.

IX. Adjournment

Motion made by B. Frye to adjourn the meeting at 7:40 p.m., with a second by B. Steady. Motion approved unanimously. Meeting adjourned by J. Rutz.

A video recording and all documents pertaining to this meeting may be viewed using the following link:

https://miltonvt.sharepoint.com/:f:/s/TownOfMiltonFilesFolders/IgAw7whmhgfS7-h-uJPCoycAQ9_8UWHqkcEIRSLNWczsYY?e=vXO9BL

Minutes recorded and submitted by Planning & Zoning Staff.

APPROVED
MINUTES:

Julie Rutz, Chair

Date

Milton Town Clerk

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