

MONKTON PLANNING COMMISSION MINUTES

December 16th, 2025

Approved: January 6th, 2026

Members Present: Marilyn Cargill (Co-chair), Wendy Sue Harper (Co-chair), Adam Miller (Clerk), Debra Sprague, Ivor Hughes, Sam Burr, Stephen Pilcher

Guests present: Jamie Schulte (Development Review Board [DRB])

The meeting was called to order by Marilyn Cargill at 7:01 pm.

Sam Burr moved to review the minutes from the November 18th meeting of the Planning Commission, seconded by Wendy Sue Harper. The minutes were approved unanimously with no changes.

There was no mail.

Pay sheets were distributed and signed by those members present.

The Commission reviewed and edited their statement for the 2025 Town Report, noting the following work that had been performed:

- Completion, approval, and adoption of Monkton's Town Plan
- Work with Adam Lougee of Addison County Regional Planning Commission (ACRPC) around formalizing Act 171 obligations
- The development, execution, and analysis of Monkton's Town Survey
- Work with Adam Lougee (ACRPC) on updating Monkton's Unified Planning Document (UPD) to reflect the changes in Act 181
- Analysis and recommendations surrounding the recent Bike/Pedestrian study conducted on the village area
- Community outreach performed at Monkton Day
- Analysis and comment on Monkton's Shade Tree Plan
- Trainings attended by MPC member Debra Sprague about using overlay districts to protect connecting habitat, as well as recent changes to Act 250.

Jamie Schulte (DRB) inquired about a schedule for a vote on the proposed changes to the UPD. At the moment there is still too much work to be done developing the UPD to accurately predict when it will be ready for a vote.

Stephen Pilcher moved to adjourn, seconded by Adam Miller. Approved 7-0 & adjourned at 8:02 pm.

These minutes submitted by Adam Miller, Clerk