MONKTON PLANNING COMMISSION MINUTES
October 20, 2026
Approved: November 10th, 2026

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

Members Absent: Debra Sprague

The meeting was called to order by Marilyn Cargill at 7:00 pm.

Wendy Sue Harper moved to review the minutes of the October 6th meeting, seconded by Stephen Pilcher. The minutes were approved as submitted.

The following items were received in the mail:

- An invitation from Monkton Conservation Commission (MCC) Co-Chair Ann Miller for Ivor Hughes to attend their meeting that was held on Tuesday, October 13th.
- A note from Monkton Town Treasurer Kim Barbour regarding the printing budget.

Wendy Sue Harper and Stephen Pilcher were able to speak with Addison County Regional Planning Commission (ACRPC) Director Adam Lougee regarding the potential for a Municipal Planning Grant supporting Monkton's efforts at rolling out the amended Unified Planning Document (UPD). ACRPC has agreed to write the grant as well as be the agent, and Mr. Lougee has agreed to put together a grant budget including but not limited to Floodplain mapping, mapping tool training for relevant town entities, printing of necessary materials, and 1-2 open houses for the public. Sam Burr moved a resolution to pass the current Planning Commission budget on a provisional basis, with the updated grant information being included as a line item without further discussion once received from Mr. Lougee, seconded by Stephen Pilcher. The vote passed 6-0.

Ivor Hughes attended the MCC meeting on Tuesday, October 13th to discuss the Management Plans that MCC has been tasked with developing for inclusion in the revised UPD. The MCC formed a subcommittee and will be proceeding with that development in the near future.

Ivor Hughes spoke to Let's Build Homes' Executive Director Miro Weinberger, who expressed interest in joining the Monkton Planning Commission to discuss strategies for encouraging intelligent growth of appropriate housing stocks in the Monkton.

The Planning Commission began a review of Article II of the proposed UPD. Notable changes include:

- Removing redundant references to the structure of planning regions and land use districts.
- Harmonizing references to the newly renamed Flood, Wetland, and River Corridor Overlay District.
- Clarifying the newly structured Permitted Use and Conditional Use tables via the inclusion of numbers to the individual entries there contained.
- Various grammatical and typographical corrections
- Including “forest uses” and “public outdoor recreation” in the permitted uses of the Hogback Conservation District (Con-H, formerly Con-P).
- Various additions and edits to Section 275A (Objectives and Guidelines for the Con-H district).
- Re-adjustment of the parcel size minimums in the Con-H district to 25 acres.

This review will continue at the time of the next MPC meeting.

Ivor Hughes attended a meeting regarding Act 250, focusing on an upcoming proposed rule change that will be presented to the legislature in January. There was discussion about how the public response to the attempted launch of Act 181 earlier this year will affect the legislature’s willingness to take the proposed changes up.

The Fire Department is the town’s sole designated FEMA shelter, and cooling has been identified as a structural need to ensure that it can effectively function in that capacity. Marilyn Cargill and Wendy Sue Harper will meet with Rob Howard of the Monkton Volunteer Fire Department (MVFD) to discuss the installation of a heat pump, supported by grant funds.

Due to the use of the Community Room for voting, the MPC’s November 3rd meeting is being postponed for one week to November 10th. Adam Miller will post the relevant signage on three local billboards and send notice to Front Porch Forum.

Adam Miller moved to adjourn, seconded by Sam Burr and passed 6-0. Meeting adjourned at 8:51pm.

Minutes submitted by Adam Miller, Clerk