

Town of Bolton
Planning Commission Minutes
October 9, 2017

Board Members Present: Linda Baker, Jim Bralich, Deb Shelby, Evan DesLauriers, Steve Barner

Board Members Absent: SB representative Sharon Murray

Guests: Kaelyn Modrak, Regina Mahoney (telephone call), Melanie Needle

Clerk: Paula Gervia

Meeting was called to order by Linda at 6:04 pm.

1. Public Comment

Someone's home on Notch Rd was broken into. Deb thinking of reinstating a neighborhood watch. Please be aware.

2. Additions or Deletions to the Agenda

None

3. Approval of Past Meeting Minutes - September 11, 2017

Deb made the motion to approve minutes of 9-11-17, Evan seconded, motion was approved (5-0).

4. General Business

- Review West Bolton Community Outreach Plan - Powerpoint to reference
 - Deb has created powerpoint to review - feedback received from board. Discussion about asking audience for review of history in the area. Function is to collect some data at meeting for review with other boards, and then review all feedback again with community. That area in West Bolton is zoned as Rural 1, Route 2 is also zoned as Rural 1.
- Project Management Tool Demonstration (approx 5 mins)
 - Deb shared management tool software with board. Tool is to help boards organize and manage to-do lists. Shows cross-over between boards and allows for accountability. Evan made the motion to move forward and purchase software, Jim seconded, motion was approved (5-0).
- Strategic Plan for Zoning Regulation
 - Above with tool demonstration. Demonstration provided example of how to organize strategic plan through the tool.
- FY 18-19 Budget

- Two line items for PC - general expenditure budget line and reserve funding line. FY 17-18 budget was \$3000 for expenditures and \$4000 for reserve fund. Linda made the motion to propose FY 18-19 budget of \$8000 (\$3000 expenditure, \$5000 for reserve fund), Jim seconded, motion was approved (3-2).

5. Appointments

- (6:00) Regina Mahoney - via telephone call - review of regulations
 - Discussion of fall project of updating zoning changes. Reviewed town documents, proposed lists of changes. Asked board what they are looking for specifically. Specific text edits are not in the scope at this time. Can look at statutes and give feedback. Are we aligned with state statutes? Consider looking at the to-do list for zoning changes. Review of the town plan with respect to zoning changes. Regina could look further into this if needed. Consider looking into the regulatory elements of the zoning. Where do we need to change zoning regulations to match with new town plan - to make the two documents in sync with each other? Example given with 66A. Example given with municipalities adopting screening ordinances with renewable energy sources, commercial businesses.
 - Contract is for 29 hours with Regina - currently at 4 hours. Top two priorities will be to review statutes and review zoning/town plan documents. Will work with excel sheet to track changes and feedback - make note of which items are statutes vs. own town plan/zoning regulations. Regina will send sample of what excel sheet would look like for specific feedback from board.

- (6:00) Melanie Needle - review of energy plan CCRPC - Chittenden County Regional Planning Committee
 - Review of Act 174 adopted by legislature in 2017. CCRPC is updating ECOS (Energy-Community-Opportunity-Sustainability) plan re: constraints in energy siting maps and policies. Handed out Constraints and Suitability Methodology document for board to review. CCRPC represents 19 municipalities in Chittenden County. Bolton is unique in Chittenden County for steep slopes. Board would like to see ECOS plan following Bolton's steep slopes recommendations - they were changed within CCRPC plan. Constraints need to be equally restrictive. Example given - current restrictions on steep slopes except for skiing/outdoor activities as recreational use (which was pre-existing). Also concern with stormwater or surface water runoff and setbacks. Melanie will take board feedback back

to energy subcommittee. Melanie will update board with latest information when received.

6. Other Business

- Next board meeting scheduled for: November 13, 2017
- Items for Nov agenda - status update with Regina Mahoney, discuss results from West Bolton community outreach meeting, board reorganization
- Other communication - 2017 fall planning and zoning meeting Nov 1st if anyone is interested (Deb is speaking at that meeting)

9. Adjournment

Deb made the motion "to close the meeting", Steve seconded, no further discussion, all in favor and motion passed (5-0) at 8:10 pm.

Attest: Paula Gervia, Clerk Minutes are unofficial until approved.

These minutes were read and accepted by a quorum of the Planning Commission on:

For the Planning Commission