

Town of Bolton  
3045 Theodore Roosevelt Highway  
Bolton VT 05676  
802-434-5075

**Planning Commission Meeting Minutes**

July 14, 2008  
6 – 8 p.m.  
Bolton Town Office

Planning Commission members present: Linda Baker, Chair, Steve Barner, Jen Andrews

Planning Commission members absent: Jim Bralich, Rodney Pingree

Also Present: Ken Wiggin, CC

Clerk: Amy Grover

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**Agenda**

1. Public Comment
  2. Review of status Bolton Valley's ACT 250 applications
  3. Respond to request for comments on "SRI" by CCRPC
  4. Respond to request to address communication between town boards
  5. Review of potential amendments to the Bolton Land Use and Development Regulations
  6. Minutes ~ June 2, 2008
  7. Other communications/mail
  8. Any other business
  9. Adjournment
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**Call to Order**

Linda Baker, Chair, called the meeting to order at 6:04 p.m.

**Agenda Item #1 ~ Public Comment**

Linda Baker opened the floor to public comment. Ken Wiggin noted he was attending the meeting on behalf of the Conservation Commission to address communication between the CC and the PC (Agenda item #4).

**Agenda Item #2 Review of status Bolton Valley's ACT 250 applications**

- 4 x 4 School Expansion

The group reviewed a letter dated 7/6/08 from Larry Williams to Sharon Murray, DRB chair, which stated that continuing the local review (DRB conditional use application) process would set an unnecessary precedent for unduly restricting recreational uses at the resort, and that he was withdrawing the application. A copy of the letter from Murphy, Sullivan and Kronk dated 5/21/08 was attached, which noted that it is Liam Murphy's opinion that no permit is required for such use (4 x 4 school) of the trails at Bolton.

It was noted that the PC had received copies of information provided to the SB by Larry Williams of the conservation of 6 acres of land for Bicknell Thrush habitat and an application for approval for stream crossing structure submitted to ANR on 6/30/08. This supplemental evidence was requested at the 6/19/08 ACT 250 hearing. It was noted that there was to be a signed agreement between the ANR department of Fish and Wildlife to permanently conserve the designated Bicknell Thrush breeding habitat, and with respect to the stream crossing; a permit or a letter from the ANR indicating that a permit is not needed. Amy G. was unable to contact Peter Keibel at the District Office to see if the 4 x 4 expansion application had received ACT 250 approval.

The group discussed the 4 x 4 expansion and noted that this would be an opportune time to specifically define (through possible amendments to the BLUDRs) when Bolton Valley does and does not need to come to the town for permitting, and to request the SB obtain legal interpretation regarding;

1. "De minimus impact."
2. Change of use (ski trail used for vehicles to travel on in the off-road driving school vs. vehicles permitted for routine ski area maintenance).
3. Structures ~ bridges and waterbars.

While concerns were still on the table (downslope erosion, impact on residents, and Bicknell Thrush breeding habitat), the group noted that year round viability for the resort is critical, and that both the 4 x 4 school and the owner, Mike Hopwood, had received high praise from Samantha Tilton at CCRPC. Mike Hopwood had offered to have members of the PC join in a class or to take them on the course himself, and was very knowledgeable and approachable during both the ACT 250 site visit and at the DRB hearing.

- Master Plan Application

There had been no communication from the District Office regarding rescheduling of the postponed June 26, 2008 hearing.

Samantha Tilton, CCRPC had suggested via email that the PC meet with Bolton Valley prior to the rescheduled hearing to clear up issues/get clarification ahead of time. Amy G. will check with Peter Keibel at the District Office to see if the timeframe would allow for a meeting prior to the hearing.

**Agenda Item #3 ~ Respond to request for comments on "SRI" by CCRPC**

Amy G. will forward PC comments to CCRPC regarding the updated definition of "SRI" noting that lack of full time planning and zoning staff makes a subjective review of town and regional plans without specific types and numbers of triggers for SRI (as seen in CCRPC's SRI definition Table 1-2) extremely difficult.

**Agenda Item #4 ~ Respond to request to address communication between town boards**

Ken Wiggin stated that the Conservation Commission would like to form closer ties with the PC and improve general communication between the boards, and queried how this could be accomplished. Ken noted that the CC would like to be in the loop on issues that would concern the CC and while not wanting to hold up a process, suggested developing parameters and/or trigger points for CC involvement, and subsequent notification to the CC when those parameters or triggers had been activated. Ken added that the CC now meets on the same night as the SB to increase the interaction between those two boards. Jen Andrews noted her appreciation of Deb sending the SB agenda and minutes via email and suggested creating an email list of all board members to receive agendas and unapproved minutes (unapproved minutes would only go to board members, not the web site, to alleviate the month long approved minutes time lag). Steve Barner noted that he does post agendas he receives on the web. Amy G. noted that not all PC members are available via email (noted for future discussion), and that Jen currently serves as the PC's liaison to and alternate for the DRB. Jen suggested a rotating position of CC folks to attend DRB/PC meetings.

The group reached a consensus for Amy G. to send out minutes and agendas to board members upon creation of an email list.

**Agenda Item #5~ Review (continued) of possible amendments to the Bolton Land Use and Development Regulations**

Tabled until the next meeting due to time constraints.

**Agenda Item #6 – Minutes June 2, 2008 Meeting**

Jen Andrews made a motion to accept the minutes of June 2, 2008. Steve Barner seconded the motion. All were in favor, motion carried.

**Agenda Item #7 - Other communications/mail**

Forest Legacy program ~ the group reviewed the information available, noting that involvement would require SB approval. Amy G. will check with the CC regarding follow up on this program, PC focus to return to amendments to BLUDRs.

Amy G. stated that she had attended a SB meeting to note that the PC's position on the BV Master Plan remained that specific critical information; density, firm numbers, building envelopes, was not sufficient to reconvene the ad hoc committee to review possible changes to the BLUDRs. The PC noted that they would be more than happy to meet with Bolton Valley at any time in order to review the zoning regulations in conjunction with Bolton Valley's specific plans for development, and that they would welcome ongoing discussions with Bolton Valley.

Amy G. noted that the SB had voted 3 - 2, not in favor of establishing a park and ride in Bolton. Linda Baker will draft a memo to the SB regarding the park and ride.

The group noted that it might be helpful to send the Smilie School Board ongoing information with respect to Bolton Valley's master plan, as that could impact long range planning and plans for future district consolidation. It was suggested that the school

board and Smilie principal be added to the email list for agendas and minutes. Amy G. will send master plan information onto the school board and/or principal for their September meeting.

**Agenda Item #8 ~ Any other business**

The next meeting of the PC will be held on Monday, September 15, 2008, 6 – 8 p.m. at the Town Office.

**Agenda Item #7 – Adjournment**

The meeting was adjourned at 7:55 p.m.

Amy Grover  
Clerk, Planning Commission

*These minutes are unofficial until accepted.*

These minutes were read and accepted by the Planning Commission on

\_\_\_\_\_, 2008

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Linda Baker, Chair