



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

Planning Commission Meeting Minutes

July 25, 2011
6:00 – 8:00 p.m.
Bolton Town Office

Planning Commission members present: Linda Baker, Chair, Jen Andrews (6:25p.m.),
Rodney Pingree

Planning Commission members absent: Steve Barner, Jim Bralich

Also present: Sharon Murray

Clerk: Amy Grover

Agenda

1. Public Comment
2. Review of Bolton Town Plan
3. Minutes ~ June 9, 2011
4. Other communications/mail
5. Any other business
6. Adjournment

Call to Order

Linda Baker, Chair, called the meeting to order at 6:25 p.m.

Agenda Item #1 ~ Public Comment

Linda Baker opened the floor to general public comment. There was none.

Agenda Item #2 ~ Review of Bolton Town Plan

The group reviewed and discussed the current Town Plan, the update schedule, considerations, and the statutory requirements. Discussion included and/or it was noted that:

- 20 year planning horizon (through 2031).
- Consistency with the state planning goals (24 V.S.A. § 4382), and conformance with local & regional plans are required for regional approval and funding.
- Municipal plans now contain/require 11 elements – an economic development element was added with respect to Act 52, and four required maps.
- Updates must be based on/incorporate new surveys, data, and information.

- Required process for public participation, and how to best involve the community and boards in the process of participation.
- The plan can be referenced in Act 250 and Act 248, and has to be clear, consistent and very specific.
- Options for plan organization include by topic, or by trend.
- Utilize appendices rather than overload the plan narrative with data, profiles, guidelines (such as low impact, energy etc.), etc.
- Other maps beyond the 4 required (land use, transportation, facility, education) might be useful such as; land cover, natural, cultural and scenic resources.
- Since the 2007 plan update there is additional information, data, and studies available, as well as the new element requirement.
- Noted: groundwater is now in the public trust and should be referenced.
- Schedule a joint meeting with the Conservation Commission for community outreach with a presentation by Jens Hilke from VT Fish and Wildlife regarding “wildlife blocks and crossings values.”
- Create a webpage on the Town website for Town Plan information – Amy to check with Steve B. on this.
- Current and emerging issues are varied and extensive:
 1. Climate change – local mitigation, adaptation options
 2. Community health – e.g., recreation, health services, local foods, etc.
 3. Resources – fluvial erosion hazards, wildlife habitat, trail protection, invasives
 4. Energy – local energy use, efficiency programs
 5. Energy – proposed wind farm development, Bolton/Ricker Mountain
 6. Housing – trends, affordability, senior housing, Fernwood, accessory dwellings
 7. School – consolidation, future of Smiley School
 8. Municipal – administration, services, capital improvements, debt limits, reserve funds, tax rates
 9. Municipal – management of town-owned lands (Sarah Holbrook, Preston Pond, etc.)
 10. Municipal – health ordinance, building code/abandoned buildings
 11. Transportation – road maintenance, environmental BMPs, complete street policies, scenic road designation, pedestrian paths/facilities, public parking
 12. Development – Bolton Valley, home-based businesses
 13. Land Use – changes in farming, forestry practices, gravel pit extraction rates
 14. Land Use – state lands
 15. Land Use – rezoning (e.g., Preston Farm, overlay districts, W. Bolton village district)
 16. Other?

The group reviewed the Bolton Town Plan Update Schedule:

August 2011

- Notify/ meet with SB, Conservation Commission, other groups
- Plan Outline
- Community Survey – send out

September 2011

- Data Profile
- Community Survey Results

October 2011

- Community Forum
- Section Drafts

November 2011

- Section Drafts

December 2011

- Section Drafts

January 2012

- Section Drafts

February 2012

- PC Hearing Draft, Report

March 2012

- Town Meeting Update/Presentation
- PC Hearing Draft, Report
- Warn PC Hearing (30 days prior to hearing date)
- Forward to RPC, DEHCD, adjoining municipalities (30 days prior to hearing date)

April 2012

- PC Hearing(s)
- SB Hearing Draft (PC edits), forward to SB
- Schedule SB Hearing (not less than 30 days following PC Hearing)
- Warn SB Hearing (not less than 15 days prior to hearing date)

May 2012

- SB Hearing (s)
- SB Adoption (prior to June 4, 2012)

Linda Baker noted that she would review the current plan and create a list of the areas in which the Conservation Commission was to be involved.

Agenda Item #3 ~ Minutes June 9, 2011 Meeting

Tabled until the August 2011 meeting.

Agenda Item #4 ~ Other communications/mail

- A request from the Green Mountain Club to hold an informational meeting regarding the planned relocation of the Long Trail in Bolton. This project will require an easement on the Sara Holbrook Property and a FHA zoning permit for construction of a bridge across the Winooski River. GMC has indicated they are very close to securing a pedestrian access easement across the railroad right of way on the Sara Holbrook property. The date for this informational meeting is scheduled for Monday, September 19, 2011, 7 p.m. at the town office, but have not yet had confirmation from the GMC that this date works for their calendar.
- Notification from the VT Municipal Planning Grant Program that FY2012 program is ready to accept applications online through September 30, 2011. Noted: Communities need to have an executive (here in Bolton this would be a Select Board member) registered as a Municipal/Authorizing Official (M/AO) to apply. A cash match is now required for grant requests between \$8 - \$15 K, and not required for grant requests of \$8K or less. Priority will be given to projects that further smart growth principles and town plan projects that address the new economic development element, Act 52. The group discussed applying for the grant. Linda Baker will check in with Joss Besse to see if he would be able to give application assistance.

Agenda Item #5 ~ Any other business

- The next meeting of the PC will be held on Monday, August 29, 2011, 6:00 – 8:00 p.m. at the Town Office.
- The September meeting of the PC will be held on Monday, September 26, 2011, 6:00 – 8:00 p.m. at the Town Office.
- Sharon Murray noted that she would be unavailable for meetings September 11 – 24, 2011.

Agenda Item #6 ~ Adjournment

The meeting was adjourned at 8:25 p.m.

Amy Grover
Clerk, Planning Commission

These minutes are unofficial until accepted.

These minutes were read and accepted by the Planning Commission on:
September 26, 2011

A handwritten signature in cursive script that reads "Linda Baker". The signature is written in black ink and is positioned above a horizontal line.

Linda Baker, Chair