



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

**Meeting Minutes: Special Joint Planning Commission
and Development Review Board Meeting**

August 8, 2017
Bolton Town Office

Planning Commission Members Present: Linda Baker (Chair), Steve Barner, Jim Bralich, Evan DesLauriers, and Deb Shelby

Planning Commission Members Absent: None

DRB Members Present: Sharon Murray, John Devine, Steve Diglio

DRB Members Absent: Adam miller, Rob Ricketson

Acting Clerk: Amy Grover

Agenda

1. Public Comment
2. Addition/Deletions to the Agenda
3. Minutes – July 10, 2017
4. BLUDRs Recommendations for Revisions
5. Planning Commission Schedule
 - Monday, September 11 – PC Meeting
 - Monday, October 9 – PC Meeting
6. Election of Planning Commission Chair
7. Town Plan Maps
8. Search for New Planning Commission Members and Clerk
9. Municipal Planning Grant
10. Other Communications/Mail
11. Adjournment

Call to Order: Linda Baker, PC Chair, called the meeting to order at 6:08 p.m.

Agenda Item 1 ~ Public Comment: none.

Agenda Item 2 ~ Additions and Deletions to the Agenda:

Additions: none.

Deletions: none.

Agenda Item 3 ~ Pc Meeting Minutes – July 10, 2017: Steve Barner made the motion “*to accept the July 10, 2017 minutes.*” Deb Shelby seconded. There was no further discussion, motion carried (5-0). DRB members present did not vote.

Agenda Item 4 ~ BLUDRs Recommendations for Revisions: Discussion included:

- The two timelines of the technical review by CCRPC, and impacts on an application for a planning grant. Select Board supports the timeline that will best suit the PC’s needs. Technical review would encompass changes in statute, Supreme Court decisions.
- Incremental approach (i.e. only addressing steep slopes, or stormwater) and pursuing smaller grants vs. a long-term, whole document approach.
- DRB has generated a list of suggested changes dating from 2007, and a memo of requested changes to the Town Plan (most of which were incorporated), Sharon Murray’s list from 2007 forward, ZA Sarah McShane’s list (from the last PC meeting). Noted: overlap between the lists, and if items are not in the Town Plan, they should not be considered at this time.
- Housekeeping elements - address in house with assistance from the ZA, PC to focus on those larger items that need funding and technical assistance (within the Town Plan).
- Define what the PC wants to address first within the Town Plan, apply for grants for those items – develop a multi-year list. Address recommendations from the technical review, and then move on to specific elements, i.e. especially steep slopes (which is on all of the lists). PC needs to determine path and process, and be aware of elements that should have public input.
- Items to address include: steep slopes, storm water management, allowed uses, setbacks, waivers, hamlet designation, rezoning & setbacks, clear definition of non-conformity (much confusion within the BLUDRs), strengthening wildlife blocks/conservation areas, standards for recreational/commercial trails, where the VAST trail fits in, development in the flood zone, private road requirements, insufficient rights of way, road standards, how to address a pre-existing non-conforming private road. Group consensus that steep slopes takes precedence.
- DRB sees (within applications) issues with setbacks, waivers, non-conformity, steep slopes, wetlands, & surface waters.
- Fee schedules, notice costs, newspaper of record.
- Review of amendment adoption process.
- BLUDRs are set up for a town with no staff – why statutes are referenced, and BLUDRs have held up well – the only legal challenge has been with respect to the steep slopes provision.
- DRB to discuss what housekeeping items they will address over the next year.
- Create a multi board calendar with items that are being addressed and due dates, vision by the end of September, so that all involved in the process are in sync.
- CCRPC contract – signed by Select Board last night. Amy to send onto Regina Mahoney @ CCRPC.

Following this discussion, DRB members present left the meeting.

Agenda Item 5 ~ Planning Commission Meeting Schedule:

- Tuesday, September 12th & Monday, October 9th.

Agenda Item 6 – Election of Planning Commission Vice Chair:

- Jim Bralich made the motion “*to appoint Deb Shelby as the Planning Commission Vice Chair.*” Evan DesLauriers seconded. There was no further discussion, motion carried (5-0).

Agenda Item 7 – Town Plan Maps:

- Discussion of the maps on the website, map updates, and no need to purchase paper maps, should rely on ANR maps online.

Agenda Item 8 ~ Search for new PC Members and Clerk:

- Stills urgently seeking one member preferably from the Route 2/Duxbury Road area, and a clerk. Evan DesLauriers will post employment notice at BVR.
- Evan DesLauriers noted that BVR would always be more than willing to host larger gathering meetings.

Agenda Item 9 – Municipal Planning Grant:

- Application for 2018 MPG still under consideration.

Agenda Item 10 ~ Other communications/mail:

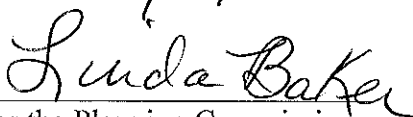
- BVR would like to formally discuss their Master Plan vision with the PC – noted the PC would be happy to put that discussion on the agenda whenever BVR is ready.
- VLCT Town Fair, October 4th & 5th, funding available for members to attend.
- September homework: review Hamlet designation. September meeting: prioritize lists.

Agenda Item 11 ~ Adjournment: Steve Barner made the motion: *to adjourn the meeting.*” Deb Shelby seconded. There was no further discussion, motion carried 5-0. The meeting adjourned at 8:04 p.m.

Amy Grover
Acting Clerk, Planning Commission

These minutes are unofficial until accepted.

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

9/11/17

For the Planning Commission

