



**TOWN OF BOLTON**  
3045 Theodore Roosevelt Highway  
Bolton, VT 05676

**Bolton Development Review Board**

**Approved Meeting Minutes**

March 25, 2021

**Virtual Meeting (online)**

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**Present:**

8 *Members:* All via remote – Steve Diglio, Adam Beaudry, Rob Ricketson, John Devine, & Spencer  
9 Nowak (DRB alternate)

10 *Staff:* All via remote –Jonathan Ignatowski (Planning and Zoning Administrator and DRB Clerk)

11 *Public:* All via remote – John Choate, Steve Diglio

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13 **Posted Agenda:**

14 **6:30 PM Introductions, adjustments to Agenda & Public Comment**

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16 **6:35 PM Warned Public Hearings:**

17 **(Continued from 2.25.21) Application 2021-08-DRB; Conditional Use Review** Applicant & Owner: Richard J.  
18 Weston. Request Conditional Use approval to build 1,844 sq. ft. single family dwelling at 1811 Happy Hollow Rd.  
19 The property is located in the Forest Zoning District. (Tax Map # 12-4101901).

20 **Application 2021-10-DRB:** Applicant: John Choate, Property Owner: (same) – Request Conditional Use approval to  
21 build 720 sq. ft. accessory structure at 223 Thatcher Rd. The accessory structure will be developed on slopes  
22 between 15 – 25%. The property is located in the Resort Residential District. (Tax Map # 4-0090233).

23 **Application 2021-11-DRB:** Applicant: John Choate, Property Owner: (same) – Request Setback Waiver to build 720  
24 sq. ft. accessory structure at 223 Thatcher Rd. Applicant requests a reduction of the 25 ft. minimum setback. The  
25 property is located in the Resort Residential District. (Tax Map # 4-0090233).

26 **7:15 PM Meeting Minutes:** review & approve draft minutes from 1.28.21 and 2.25.21

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28 **7:20 PM Zoning Administrator's Report**

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30 **7:30 PM Organizational Meeting:** John Devine and Adam Beaudry have terms that expire in 2021

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32 **7:40 PM Other business**

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34 **8:00 PM Adjourn**

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37 **Call to Order:** With a quorum of 4 members present, the meeting was called to order by Steve Diglio,  
38 Chair, at 6:35 p.m., and roll call was taken.

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40 **Public Comments:** (none)

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43 **Public Hearing: (Continued from 2.25.21) Application 2021-08-DRB; Conditional Use Review**

44 Applicant & Owner: Richard J. Weston. Request Conditional Use approval to build 1,844 sq. ft. single  
45 family dwelling at 1811 Happy Hollow Rd. The property is located in the Forest Zoning District. (Tax  
46 Map # 12-4101901).

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48 Chair Steve D. opened the hearing at 6:35 PM. Applicant had requested a postponement. Adam Beaudry  
49 made a motion to continue the hearing to the April 22, 2021 DRB meeting. John Devine seconded. The  
50 motion passed (4-0) with all members voting in favor.

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53 **Application 2021-10-DRB; Conditional Use Review; Applicant: John Choate, Property Owner:**

54 (same) – Request Conditional Use approval to build 720 sq. ft. accessory structure at 223 Thatcher Rd.  
55 The accessory structure will be developed on slopes between 15 – 25%. The property is located in the  
56 Resort Residential District. (Tax Map # 4-0090233).

57 **Application 2021-11-DRB; Waiver; Applicant: John Choate, Property Owner: (same) – Request**

58 Setback Waiver to build 720 sq. ft. accessory structure at 223 Thatcher Rd. Applicant requests a  
59 reduction of the 25 ft. minimum setback. The property is located in the Resort Residential District. (Tax  
60 Map # 4-0090233).

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62 Both applications were reviewed simultaneously.

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64 No ex-parte communications were reported. As an abutting landowner to the applicant, Steve Diglio  
65 reported a conflict of interest and recused himself as a DRB member. Steve participated in the meeting  
66 as a member of the public.

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68 Members reviewed and entered the following exhibits into the record:

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- 70 2021-03-19 Dwg 1 – Plans
- 71 2021-03-19 Dwg 2 – Profiles
- 72 Building Elevations
- 73 Choate Adjoiner List
- 74 Conditional Use Application
- 75 Construction Schedule
- 76 DRB Cover Sheet
- 77 Section 3.16 Waiver Request
- 78 Setbacks
- 79 Site Photograph 1
- 80 Slopes
- 81 Zoning Permit Application
- 82 Approval from Lindsay D
- 83 Setbacks
- 84 Waiver-Application

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86 Applicant gave a brief introduction to the project.

87 Members asked how the existing slope was created. Applicant thought that the slope was built out of  
88 material from the original construction site.

89 Members asked how the stormwater would be directed. Applicant described how existing stormwater  
90 moves and how stormwater will be routed around the new structure. Drainage system will be  
91 constructed out of perforated pipe and crushed stone.

92 Steve Diglio, as a neighbor to John Choate, provided his knowledge of the topography in the  
93 neighborhood and of John's property.

94 Members then discussed the waiver application. Applicant stated that the boundary stakes are accessible,  
95 and that he likely will not need the entire 12.5' setback waiver. Members asked about existing vegetative  
96 screening. The applicant confirmed that area between proposed garage and neighbor is heavily wooded.  
97 Applicant also confirmed that the garage will not have outdoor lighting.

98 Members asked if the workshop was needed, as the workshop was triggering the setback waiver.  
99 Applicant stated that he needed outdoor storage, and that he was constrained by boundary lines and  
100 slopes on his property. Members asked about the width of the driveway in front of the garage, the width  
101 of the turnaround area in front of the garage. It was estimated that the turnaround was 25-30'. Members  
102 then inquired about the distance between the house and the proposed garage, which the applicant  
103 estimated to be 5'.

104 Zoning Administrator Jon Ignatowski felt that the current plan, which combined storage with the garage,  
105 created the least amount of impacts.

106 Steve Diglio stated that he believed the neighborhood was mis-zoned, and the setback waiver provision  
107 was created for this neighborhood.

108 Members discussed the depth of the garage. The applicant is proposing a depth of 20', and it was  
109 determined that the applicant could not increase the depth.

110 Members concluded that they felt that there was a path to approval. Members also felt that the  
111 application was not lacking in information.

112 Rob Ricketson made a motion to close the hearing. John Devine seconded. The motion passed (4-0) with  
113 all eligible members voting in favor.

114 **Meeting Minutes:** The meeting minutes for 1.28.21 and 2.25.21 were reviewed and approved.

115 **Zoning Administrator's Report:** Jon I. provided information about recent zoning permits issued and  
116 those in the pipeline. He discussed the PC's 2020 BLUDR and Town Plan amendments, the UPWP  
117 projects that were accepted, and the Cornell summer intern.

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119 **Deliberative Session:** Rob R. made the motion to enter deliberative session. Adam B. seconded. The  
120 motion passed (4-0) at 7:30 p.m. Steve D. did not participate in the deliberative session.

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122 Adam B. made the motion to exit deliberative session. Rob R. seconded. There was no further  
123 discussion and the motion passed (4-0) at 7:55 p.m. No decisions were made during this deliberative  
124 session.

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**Next scheduled DRB meeting:** Thursday, April 22, 2021, 6:30 p.m. (Virtual/online meeting only, unless otherwise noticed in posted agenda.)

**Adjourn:** Rob R. made a motion to adjourn the meeting. Adam B. seconded. There was no further discussion, and the motion passed (4-0) with all members voting in favor. The meeting was adjourned at 8:00 p.m.

*Respectfully submitted,*

Jon Ignatowski, Planning & Zoning Administrator

**Approved by the DRB April 22, 2021**