



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

**Bolton Development Review Board**  
**Approved Meeting Minutes**  
September 9, 2021  
**Hybrid Meeting**

5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23  
24  
25  
26  
27  
28  
29  
30  
31

**Present:**

*Members:* Steve Diglio, Adam Beaudry, John Devine, Rob Ricketson & Spencer Nowak (DRB alternate)

*Staff:* Remote –Jonathan Ignatowski (Planning and Zoning Administrator and DRB Clerk)

*Public:* Ethan Tapper

---

**Posted Agenda:**

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

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

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

**(Continued from 8.5.21) Application 2021-34-DRB:** Applicant: Larry Stevens, Property Owner: Same – Seeking site plan approval to build a 24' x 24' camp on 0 Mill Brook Rd. The camp will be located in the Rural II District. (Tax Map #2-0060600).

**7:30 PM**            **Sketch Plan Review:**

**Application 2021-40-DRB:** Applicant & Owner: Ethan Tapper. Request sketch plan approval to subdivide a 4-acre parcel from an existing 176.5 acre parcel in the Rural I district. The property is located on 0 Curtis Ln. (Tax Map #9-0100041).

**8:00 PM**            **Meeting Minutes:** review & approve draft minutes from 8.5.21

**8:05 PM**            **Zoning Administrator's Report**

**8:15 PM**            **Other business**

**8:30 PM**            **Adjourn**

---

**Call to Order:** With a quorum of 5 members present, the meeting was called to order by Steve Diglio, DRB Chair, at 6:32 p.m., and roll call was taken.

35 **Adjustments to Agenda & Public Comment:** There were no adjustments to the agenda. There was no  
36 public comment.

37  
38 **Public Hearing:** Steve Diglio opened the hearing at 6:40 PM.

39  
40 **(Continued from 5.27.21) Application 2021-08-DRB; Conditional Use Review** Applicant & Owner:  
41 Richard J. Weston. Request Conditional Use approval to build 1,844 sq. ft. single family dwelling at  
42 1811 Happy Hollow Rd. The property is located in the Forest Zoning District. (Tax Map # 12-4101901).

43  
44 Applicant had requested a postponement. Adam Beaudry made a motion to continue the hearing to the  
45 September 23, 2021 DRB meeting. John Devine seconded. The motion passed (5-0) with all members  
46 voting in favor.

47  
48 **(Continued from 8.5.21) Application 2021-34-DRB:** Applicant: Larry Stevens, Property Owner: Same  
49 – Seeking site plan approval to build a 24' x 24' camp on 0 Mill Brook Rd. The camp will be located in  
50 the Rural II District. (Tax Map #2-0060600).

51 Applicant had requested a postponement. Adam Beaudry made a motion to continue the hearing to the  
52 September 23, 2021 DRB meeting. John Devine seconded. The motion passed (5-0) with all members  
53 voting in favor.

54  
55 **Sketch Plan Review:**

56  
57 **Application 2021-40-DRB:** Applicant & Owner: Ethan Tapper. Request sketch plan approval to  
58 subdivide a 4-acre parcel from an existing 176.5 acre parcel in the Rural I district. The property is  
59 located on 0 Curtis Ln. (Tax Map #9-0100041).

60 The Applicant discussed his proposed subdivision to the Board. The Applicant would like to build a  
61 home on the land, and needs to subdivide in order to get a normal mortgage due to the existing parcel  
62 size. The Applicant would like to build a single-family home on the four-acre subdivided parcel that  
63 fronts Bolton Valley Access Rd.

64 The Applicant intends to donate a conservation easement on the remaining parcel to the Richmond Land  
65 Trust. The Applicant would also reserve the right to build a single-family dwelling on the larger parcel  
66 with the conservation easement.

67 The Board asked if would make more sense to subdivide two two-acre lots instead of one four-acre lot.  
68 The Board discussed the different subdivision options with the Applicant, and how the property might  
69 be rezoned in the future due to the proximity of the Village District.

70 The Applicant discussed the septic options he was reviewing with engineers, and Board members  
71 provided feedback.

72 The Board discussed natural resources on the property, and the Applicant stated that the proposed  
73 building site would not interfere with protected wildlife areas.

74 John Devine made a motion to close the sketch plan review. Adam Beaudry seconded. The motion  
75 passed (5-0). The sketch plan review hearing concluded at 7:10pm.

76

77 **Meeting Minutes:** The meeting minutes from 8.5.21 were reviewed. John Devine made a motion to  
78 approved the minutes, Steve Diglio seconded. The motion passed 5-0 with all members voting in favor.

79 **Zoning Administrator's Report:** Jon I. provided information about recent zoning permits issued and  
80 those in the pipeline.

81

82 **Other Business:** Jon I. informed the Board that on August 24, 2021, Catherine Antley had requested a  
83 six-month extension for her sketch plan review determination, issued on March 1, 2021, with an  
84 expiration date of September 1, 2021 (Application 2021-05-DRB). Since the Applicant requested an  
85 extension before the expiration date and provided reasons for delay, the Board determined that the  
86 Applicant was entitled to an extension request.

87 The Board discussed the Applicant's request and proposed to extend the sketch plan review  
88 determination by six months, with a new expiration date of March 1, 2022. Steve Diglio made a motion  
89 to approve this extension. Adam Beaudry seconded. The motion passed (5-0) with all members voting in  
90 favor.

91 Jon I. discussed Application 2021-45-DRB with the Board, a proposal by the Town of Bolton to  
92 construct a 12'x17' shed attached to the existing Town Garage. The Board felt that a professional  
93 engineer was not needed to support the application process. Adam Beaudry made a motion to waive the  
94 site plan review requirement for a professional engineer. Steve Diglio seconded. The motion passed (5-  
95 0) with all members voting in favor.

96 **Deliberative Session:** Rob Ricketson made a motion to enter deliberative session. Adam Beaudry  
97 seconded. The motion passed (5-0) at 7:42 p.m.

98

99 Rob Ricketson made a motion to exit deliberative session. John Devine seconded. There was no further  
100 discussion and the motion passed (5-0) at 8:00pm. No decisions were made during this deliberative  
101 session.

102

103 **Next scheduled DRB meeting:** Thursday, September 23, 2021, 6:30 p.m., at the Bolton Town Office.

104

105 **Adjourn:** Adam B. made a motion to adjourn the meeting. John D. seconded. There was no further  
106 discussion, and the motion passed (5-0) with all members voting in favor. The meeting was adjourned at  
107 8:10 p.m.

108

109 *Respectfully submitted,*

110

111 Jon Ignatowski, Planning & Zoning Administrator

112