

Town of Bolton
Planning Commission Minutes
Hybrid Meeting
October 12, 2021

Board Members Present: Steve Barner, Adam Beaudry (virtual), Evan DesLauriers (chair), Kaelyn Modrak

Board Members Absent: None

Also Present: Jon Ignatowski (PZA - virtual), Taylor Newton (CCRPC – virtual), Andrew Pond (Select Board – virtual)

Clerk: Carol Devlin

1. Evan DesLauriers called the meeting to order at 6:04.
2. Additions or Deletions to the Agenda
 - Budget request for FY 22-23 – Evan made the motion to propose a budget request of \$3,000 for the PC operating expenses and \$4,000 for the PC reserve fund. Steve Barner seconded. The motion was approved (4-0).
 - The Town Report is due to Amy Grover by December 15, 2021. Writing the report will be added to the November agenda.
 - The SB has asked the PC to work with the CCRPC on the West Central Vermont CEDS (Comprehensive Economic Development Strategy). Taylor Newton from the CCRPC gave a presentation on CEDS during General Business.
3. Public Comment – There was none.
4. Approval of Past Meeting Minutes – September 14, 2021
Evan made the motion to approve the minutes of September 14, 2021. Kaelyn Modrak seconded. Motion was approved (4-0).
5. General Business
 - River Corridor Education Mailing
 - Kaelyn reported that Friends of the Winooski River suggested talking to Montpelier as they recently did a similar project.
 - Taylor explained the three types of regulations possible along rivers.
 - A flood overlay district of the 100-year flood plain which is set by the federal government and connected to flood insurance. Bolton currently has a flood overlay district.

- River Corridor regulations. Bolton does not currently regulate using the river corridor designations. The state regulates river corridors through Acts 250 and 248. River corridors are mapped by the state and include regulating areas prone to erosion.
 - The state does not regulate ponds; Bolton does.
 - Local regulations, including setbacks and uses. Bolton does have local regulations in Section 3.17 of the BLUDRs. Existing, non-conforming properties are grandfathered in.
 - The PC plans to amend local regulations regarding surface waters and wetlands.
 - Kaelyn suggested tabling discussion of this until later due to the complexity of the issues, the timing of potential revisions to the BLUDRs, and the importance of clear communication.
- BLUDRs Amendments - Regulatory Master Town Plan
 - Taylor provided an update on the proposed process for a regulatory master plan.
 - The proposal would involve adding a new section called “Resort Master Plan” to the BLUDRs.
 - The existing process is based on a PUD (Planned Unit Development) that is a 4-step process and requires DRB approval for any changes to the PUD.
 - The proposed process is a 3-step process and has two tracks for amendments depending on the type of change.
 - Minor changes can be approved by the PZA.
 - Major changes would have to go through the DRB plan amendment process.
 - Discussion points
 - The threshold between minor and major changes. This will be the main topic of discussion for November’s meeting.
 - Role of the PZA
 - Puts a lot on the PZA’s shoulders.
 - Needs to be enforceable by PZAs at a variety of skill levels.
 - Options for increasing retention of PZAs include full-time position, shared position, shared with a contract with the CCRPC.
 - Jon pointed out that the proposed process will save the PZA time and effort.
- West Central Vermont CEDS (Comprehensive Economic Development Strategy)
 - Taylor presented on CEDS, including what it is, the connection to federal funding and the proposed timeline.

- Chittenden County already has an economic development strategy but regional CEDS are required and beneficial because they increase funding options and the potential for multi-municipality projects.
- West Central Vermont would include Chittenden County, Central Vermont, Addison County and Rutland County (90 municipalities)
- CEDS comes under the U.S. Economic Development Administration with two main types of funding related to economic development
 - Public Works
 - Disaster Resiliency and Infrastructure
- Brainstormed potential projects that would benefit Bolton's economy.
- PC to review a draft of the CEDS in spring 2022.
- PZA Action Updates
 - Jon Ignatowski reported that development in Bolton has slowed down. He's only issued three zoning permits since the last report.
 - Jon will investigate how much leeway the PC has for easing surface water regulations while still meeting the requirements of ERAF (Emergency Relief and Assistance Fund).

6. Other Business

- The next meeting will be **Wednesday, November 3, 2021 at 5:30 p.m. NOTE: This is not at the regularly schedule day or time.**
- Identify Next Agenda
 - Annual Report
 - River Corridor Educational Mailing
 - BLUDRs Amendments: Resort Master Plan – discussion of threshold between minor and major amendments.
 - CCRPC UPWP
 - PZA Action Updates
- Other Communications – There were none.

7. Adjournment

Evan made the motion "to close the meeting." Steve seconded. The motion was approved (4-0). The meeting ended at 8:10 p.m.

Attest: Carol Devlin

These minutes were approved by a quorum of the Planning Commission on November 3, 2021.