

Town of Bolton  
Approved Planning Commission Minutes  
Hybrid Meeting  
November 3, 2021

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

Board Members Absent: None

Also Present: Jon Ignatowski (PZA - virtual), Taylor Newton (CCRPC – virtual)

Clerk: Carol Devlin

1. Evan DesLauriers called the meeting to order at 5:35 p.m.
2. Additions or Deletions to the Agenda – There were none.
3. Public Comment – There were none.
4. Approval of Past Meeting Minutes – October 12, 2021  
Steve Barner made the motion to approve the past meeting minutes. Evan seconded.  
Motion was approved (4-0).
5. General Business
  - Annual Report – Steve will write the annual report with assistance from Kaelyn and Evan.
  - River Corridor Education Mailing
    - Jon Ignatowski explained that surface water and flood regulations are tied to ERAF (Emergency Relief and Assistance Fund). Bolton currently receives the highest rate at 17%. Changing setbacks could affect Bolton’s level of funding. The vegetated buffer is the only section of 3.17 Surface Water that can be adjusted.
    - Jon briefly explained the State River Corridor Standards and mapping.
    - Taylor Newton stated that the 100-year flood plain regulations shouldn’t not be revised as they were key to ERAF determination.
    - The PC agreed not adopt River Corridor Standards until not adopting them affects ERAF levels because doing so would significantly reduce Bolton’s options for development.
    - Jon and Taylor agreed that amending the regulations regarding the vegetated buffer area would not affect ERAF. The PC will discuss specifics at future meeting.

- Taylor will work on language allowing a primitive path up to 3' wide to access surface water.
      - The PC would like to keep the vegetated buffer but will continue the discussion of decreasing its size.
    - The educational mailing will be tabled until after the revisions are made.
- BLUDRs Amendments - Regulatory Resort Master Plan
  - 2.3 Resort Section – Taylor went through the resort section and raised questions about maximum lot coverage for buildings and impervious surfaces. There are contradictory numbers. Larger maximum coverage maximums would reduce the number of non-conforming structures. The PC will revisit this issue.
  - Process for a Regulatory Resort Master Plan
    - Sketch Review – after sketch approval, applicant will have one year to submit final plan with a one-year extension if applied for before the sketch approval expires.
    - If a master plan is accepted, related projects can receive administrative review.
    - Minor changes to a plan can receive administrative review. Taylor went through the minor changes and the threshold for review including:
      - Discussion of the threshold for landscaping changes and use of landscaping. Consensus was DRB review if changes are within a 100' buffer.
      - Accessory buildings up to 500 square feet.
      - Decrease in the footprint of an approved new structure can go to administrative review; increase in footprint of a new structure would trigger DRB review.
    - Amendment Triggers
      - Discussion of expansion of trails. Consensus for administrative review if the new trails are in an area approved for trails on the master plan and only include trails, not lifts or structures.
      - Trip end triggers will be discussed later when the PC has more data and a clearer understanding of the status of Bolton Valley Access Road.
      - Amendments to the master plan will not need sketch review; they will go straight to final plan review.
    - Taylor went over the application requirements which are based on current requirements.

- CCRPC – UPWP
  - Suggestions for the next UPWP included: items not approved in the last round, recreation paths, the process for primitive cabins, sketch/site plan review process, and carry over from this year. Discussion will continue at the next meeting.
- PZA Action Updates
  - Research on River Corridor – see above discussion.

#### 6. Other Business

- The next meeting will be December 14, 2021.
- Identify Next Agenda
  - BLUDRs Amendments: Regulatory Resort Master Plan & Vegetated Buffer
  - CCRPC UPWP
  - PZA Action Updates
- Other Communications – There were none.

#### 7. Adjournment

Steve made the motion adjourn. Adam seconded. The motion was approved (4-0). The meeting ended at 7:45 p.m.

Attest: Carol Devlin

These minutes are unofficial until approved.

*These minutes were read and approved by the Planning Commission on December 14, 2021.wat*