



TOWN OF BOLTON

3045 Theodore Roosevelt Highway
Bolton, VT 05676

Bolton Development Review Board

Draft Meeting Minutes

January 13, 2022

Hybrid Meeting

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Present:

8 *Members:* John Devine & Spencer Nowak; Remote - Steve Diglio, Adam Miller, Adam Beaudry, & Rob
9 Ricketson

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

11 *Public:* Alan Douse, Adam Beaudry

12

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

20

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

24 **6:40 PM** **Sketch Review:** Alan and Nancy Douse of 269 Mountain View Drive, proposing a 2.5-
25 acre subdivision

26 **7:20 PM** **Meeting Minutes:** Review & approve draft minutes from 3.25.21 and 9.23.21

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28 **7:30 PM** **Zoning Administrator's Report**

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30 **7:40 PM** **Other business:** To include zoning related discussions about 3608 Theodore Roosevelt
31 Hwy. and 3244 Duxbury Rd.

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33 **8:30 PM** **Adjourn**

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36 **Call to Order:** With a quorum of 5 members present, the meeting was called to order by Adam
37 Beaudry, DRB Vice-Chair, at 6:35 p.m., and roll call was taken.

38

39 **Adjustments to Agenda & Public Comment:** There was no public comment. Adam Beaudry proposed to
40 adjust the agenda in order to review Alan Douse's application first since he was the only applicant in
41 attendance.

42
43 **Public Hearing:** Adam Beaudry opened the hearing at 6:37 PM.

44
45 **Sketch Plan Review: Application 2022-02-DRB; Sketch** Applicant & Owner: Alan Douse. Request
46 sketch plan approval to subdivide a 2.5 acre parcel from a 13.1 acre parcel in the Rural I zoning district
47 (Tax Map #8-4130269).

48
49 The Applicant was invited to introduce his application to the Board. The Applicant shared that he was
50 interested in subdividing a portion of his lot for the benefit of a family member.

51
52 The Zoning Administrator presented his findings to the Board, which included an analysis of slopes on
53 the property and natural resources. The Zoning Administrator found that the property contained soils of
54 statewide importance, critical bear habitat, proximity to a high priority wildlife crossing, and steep / very
55 steep slopes along the proposed driveway.

56
57 The Board discussed these findings and concluded that the soils were not a significant factor to their
58 review. They also felt that the critical wildlife crossing would not be impacted by the proposed project.

59
60 The Board discussed the possible steep slopes on the proposed driveway route and discussed the likely
61 need for an engineering plan.

62
63 The Board felt that the sketch plan was a good plan overall, and that the existing issues were minor and
64 easy to overcome.

65
66 Board members discussed the high voltage lines that cross the property and discussed possible issues
67 with siting a home and potable water / wastewater infrastructure.

68
69 The Board concluded that the proposed sketch plan was a minor subdivision, and felt that going forward,
70 the Applicant would need to investigate the slope of the proposed driveway, the high voltage line
71 easement, and the easement the Applicant would need for his driveway.

72
73 The sketch plan review was closed at 7:15pm

74
75 **(Continued from 5.27.21) Application 2021-08-DRB; Conditional Use Review** Applicant & Owner:
76 Richard J. Weston. Request Conditional Use approval to build 1,844 sq. ft. single family dwelling at
77 1811 Happy Hollow Rd. The property is located in the Forest Zoning District. (Tax Map # 12-4101901).

78
79 Applicant had requested a postponement. The Zoning Administrator shared that the Applicant was still
80 working with the State to develop a wetland mitigation plan for the proposed driveway to the camp. The
81 Board felt that continuing applications over consecutive meetings for Applicants that fail to present new
82 information is unfair for neighbors. The Board determined that they would close the application at the
83 February 24th meeting, and a letter would be sent to the Applicant sharing this news. John Devine made
84 a motion to continue the hearing to the January 27th DRB meeting. Rob Ricketson seconded. The motion
85 passed (5-0) with all members voting in favor.

86

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

90 Applicant had requested a postponement. The Board determined that they would likely close the
91 application at the next meeting. Adam Miller made a motion to continue the hearing to the January 27th
92 DRB meeting. Steve Diglio seconded. The motion passed (5-0) with all members voting in favor.

93

94 **Meeting Minutes:** The meeting minutes from 3.25.21 and 9.23.21 were reviewed. The Zoning
95 Administrator explained that he accidentally omitted minutes about the DRB's reorganization at the
96 3.25.21 March DRB meeting, and made edits to include this information. Rob Ricketson made a motion
97 to approve the March 23, 2021 meeting minutes. Adam Beaudry seconded. The motion passed (5-0)
98 with all members voting in favor.

99 The Board reviewed the September 23, 2021 meeting minutes. Steve Diglio made a motion to approve
100 the minutes. John Devine seconded. The motion passed (5-0) with all members voting in favor.

101 **Zoning Administrator's Report:** The Zoning Administrator discussed Town Plan and BLUDRs
102 amendments the Planning Commission was currently working on. The Zoning Administrator than
103 discussed two UPWP applications the PC was planning on submitting. The applications were seeking
104 CCRPC assistance for developing a specific use standard for trail development, and for developing
105 language to allow the DRB to offer sketch review to all DRB applicants.

106

107 **Other Business:** Board members asked if the Zoning Administrator was aware of potential mountain
108 bike trail development on Route 2, near the existing solar farm. The Zoning Administrator stated that he
109 was not aware and would follow up with the property owners.

110 The Zoning Administrator than discussed 3608 Theodore Roosevelt Highway. The property is the site of
111 a vehicle towing business and U-Haul dealership, and received DRB approval in 2018 to establish the
112 business. The property owners relayed a question through the Zoning Administrator to the Board, asking
113 what options they have for screening around their impoundment area. The DRB stated that the property
114 owners would need to maintain the screening, and suggested that vinyl strips would be a more durable
115 solution.

116 The property owners also asked about flexibility in their landscaping plan, and the Board affirmed that
117 the property owners would need to adhere to their plan and plan trees. It would be best if salt resistant
118 trees were planted along Theodore Roosevelt Highway.

119 The Zoning Administrator than indicated he wanted to talk about potential zoning violations at 3244
120 Duxbury Rd. Adam Beaudry stated that he had a conflict of interest since he is a neighbor to the
121 property, and recused himself, becoming a member of the public for the extent of the conversation. The
122 Zoning Administrator discussed raised bed gardens that were installed within the stream setback and
123 buffer area. The Board deliberated about the structures, and felt that it was best for the Zoning
124 Administrator to make a decision, and encourage the landowner to appeal if they did not agree with the
125 decision.

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127 **Next scheduled DRB meeting:** Thursday, January 27, 6:30 p.m., at the Bolton Town Office.

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129 **Adjourn:** Rob Ricketson made a motion to adjourn the meeting. Steve Diglio seconded. There was no
130 further discussion, and the motion passed (5-0) with all members voting in favor. The meeting was
131 adjourned at 8:55 p.m.

132

133 *Respectfully submitted,*

134

135 Jon Ignatowski, Planning & Zoning Administrator

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DRAFT