



Town of Bolton  
Planning Commission  
Draft Minutes for Hybrid Meeting  
Tuesday, September 20, 2022  
6:00 pm

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

Planning Commission Members Absent: None

Others: Jon Ignatowski (PZA – virtual)

Clerk: Carol Devlin

1. Call to Order – Steve Barner called the meeting to order at 6:03.
2. Additions/Deletions to Agenda
  - Merrick Gillies would like to join the PC. Kaelyn Modrak made a motion that “the Planning Commission recommend to the Special Board to appoint Merrick Gillies to the Planning Commission for 17 months remaining on a two-year term expiring in 2024.” Adam Beaudry seconded. Motion passed (4-0).
  - The ad for the Planning and Zoning Administrator (PZA) position went out this week. The PC needs a representative for the search committee. Adam moved that “the Planning Commission appoint Kaelyn Modrak as its representative on the PZA search committee.” Steve seconded. Motion passed (3-0; Kaelyn abstained).
3. Public Comment
  - Deb Shelby emailed town boards with a proposal that the Planning Commission, Conservation Commission and Economic Resource Committee work together to develop a town-wide, scientifically based strategic plan for trails and the human impact on wildlife. The PC is generally interested in the possibility. It would be good if the ad hoc committee could develop a specific concept of trail development and then the PC could apply for a Municipal Planning Grant to develop the regulations to support the concept.  
The PC will table this topic for further discussion at the October meeting.
4. Approval of Past Minutes – September 13, 2022

- Kaelyn Modrak moved to accept the September 13, 2022, minutes. Evan DesLauriers seconded. Motion passed (4-0).

## 5. General Business

- Municipal Planning Grant – the PC will wait until the next year to consider applying for an MPG.
- BLUDRs Amendments
  - i. Resort Master Plan
    1. Jon explained that the PC needed to go through the Resort Master Plan section to discuss the legal review and Sharon Murray’s comments, decide whether to incorporate changes, and finalize language.
    2. The PC discussed many parts of the Resort Master Plan including
      - a. Undefined uses – default to the original.
      - b. The definitions of inn, hotel, and lodging facilities – keep inn and hotel and drop lodging facilities.
      - c. Permitted Uses and Conditional Uses in the Resort Mix Use and Resort Residential district.
      - d. Setbacks – keep Resort Mix Use setbacks at 15’ and 10’ because of the importance of ROW.
      - e. Mandating that resorts follow the resort master plan regulations.
      - f. Sprinklers required because of the height.
      - g. PUDs and PRDs need to be included in the Resort Mix Use district because not all the parcels in the district belong the BVR, LLC.
      - h. Looked at the purpose statements of Resort Residential section.
      - i. Lengthy discussion of the density penalty and lot sizes and connection to current system or septic.
      - j. The PC decided that the Resort Master Plan section needs more time due to the extensive comments received and the need for final PC review.
  - ii. Surface Waters and Wetlands
    1. Altering the course of streams and books is under the state.

2. Rework language to allow only State or FEMA permitted changes to water courses to prevent damage during a natural disaster or to repair damages after a catastrophe.
  3. The state is replacing CUDs (Conditional Use Determinations) with wetlands permit. Change BLUDRs to match state language.
  4. BLUDRs exemptions will defer to state wetlands permit.
  5. Maintain vegetative barrier at ½ of setback.
- iii. The Planning Commission decided to hold the following amendments for further consideration:
1. Resort Master Plan
  2. Trails
  3. Steep Slopes
- iv. Adam moved that “the Planning Commission send the BLUDRs amendments [outdoor storage, surface waters and wetlands, camper, campground and violations and enforcement] to the Select Board.”

6. Other Business:

- Next PC Meeting – Due to scheduling conflicts the October and November PC meetings will not be on the PC’s regularly scheduled day. Instead, the PC will meet Tuesday, October 18, 2022 and Tuesday, November 15, 2022.
- Identify Next Agenda
  - i. Recreation Plan Committee
  - ii. BLUDRs – Resort Master Plan
  - iii. PZA Search Update
- Other Communications

7. Adjournment – Kaelyn moved that the meeting adjourn. Adam seconded. Motion passed (4-0). Meeting adjourned at 8:19.

Attest: Carol Devlin

These minutes are unofficial until approved.

*These minutes were read and approved by the Planning Commission on: October 18, 2022.*