



Town of Mount Holly Planning Commission

Town Office & Remote Electronic – Regular Meeting Minutes

Wednesday, April 17, 2024

7:00 P.M.

Commission Members Present: Jon McCann (Chair), Jim Seward (Vice Chair), Andrew Seward, Andrew Schulz (Secretary, via Zoom), Stephen Michel

Also present: Robert Garrow, Carol Garrow-Woolley, Gary Norton, Lori Norton, Tiffany Norton, Nic Stark (via Zoom), Robert Garrow

1. Chair called the meeting to order at 7:00 pm
2. Changes to agenda: Chair added an item, setting the date and time for a deliberative session on Turco subdivision.
3. Approval of minutes
 - a. The minutes of the regular meeting held on March 20, 2024, with approved without objection.
4. Reports & Announcements
 - a. Administrative Officer
 - None.
 - b. Planning Commission Chair
 - An Act 250 application has been made to the State by Master Plumbing and Heating, for the construction of a mixed use building located at Wright Construction, Station Road. The State has asked the applicants for more information.
 - The Regional Planning Commission noted the discussions in the State Legislature regarding the open meeting law, extending Covid era provisions which may have a significant impact on the workings of the Commission.
5. Correspondence
 - a. Subdivision proposals:
 - i. Garrow sketch plan review:
 - Chair asked Mr Garrow if there was an update following the previous meeting. Mr Garrow said he had not had any response from the State. Chair asked if there was any progress on the dispute about the boundaries. Mr Garrow stated that 2 surveys had taken place in 1988 and 1990, noting that one or more monuments (set iron pins) had been moved, including one pin that had been set in a stone wall that is no longer there. Others present

disputed this. Chair reiterated to Mr Garrow to add his lawyer as a representative in this matter, along with Mr Garrow's surveyor, which would allow the PC to speak to them. Chair noted that the two surveyors whose surveys are recorded in the Town records do appear to agree on the boundaries. Carol Garrow Woolley noted that the deeds do not specify distances to known locations, but asked why this is now an issue. Chair noted that it has become an issue because the Town is being asked to make a quasi-judicial decision which relates to boundaries in the subdivision application.

- Mr Garrow acknowledged he had not personally investigated the location of physical monuments, prompting the Chair to reiterate that the PC need to speak to the surveyor. Mr Garrow also noted that he was not aware of the boundary issue until the last meeting. Chair responded that Mr Garrow's neighbors are present because of concerns about the potential location of an access road, and that Mr Garrow had raised the boundary issue, not his neighbors. Chair sought further clarification from Mr Garrow and his neighbors regarding whether iron pins had been set at the time of the survey, and about other physical features noted on the plan as submitted by Mr Garrow.
- Chair returned the application to Mr Garrow and asked him to re-submit it with his lawyer and surveyor included as his representatives.
- Commissioner Schulz reiterated his advice that the interested parties should get together to resolve this; and asked if had they done so. They confirmed no. Chair had communicated with one of the previous surveyors but heard nothing back. Commissioner Schulz asked for clarification of sizes of the lots; but also suggested that this could be resolved by the interested parties with no difference to the sizes of the lots. Mr Garrow stated his main concern was that in future there may be some complications if there are any discrepancies between the surveys and monuments on the ground. Chair proposed that if a new boundary point was agreed, then it would be recorded as part of the subdivision, which in itself requires a new survey. Mr Garrow could agree that his surveyor identifies the agreed location in the new survey, which would be recorded as part of the process.
- Mr Norton asked if it was a requirement to specify the location of an access as part of the sub-division. Chair confirmed that it was.
- Chair proposed that if the interested parties could come to a written agreement about the boundaries and the potential location of the access road this may be a way to resolve the dispute.
- Chair asked that Mr Garrow provide an update a week before the next PC meeting, including whether any agreements are reached regarding

boundaries and access; if no written agreement is reached the PC will ask for the participation of the surveyor. Commissioner Schulz proposed that any agreement should be in a form amenable to recording in the land records.

ii. Setting Turco sub-division deliberative hearing date/time: Wednesday 24th April at 7pm

b. Email / Other:

- None

6. New Business:

a. Health Equity Planning Toolkit and introduction to Rutland Regional Asset Mapping Project (RAMP), Nic Stark (RRPC): Chair welcomed Mr Stark who made a presentation developed with the Dept of Health. The objective is to increase health and wellbeing through planning. He also introduced the Rutland Regional Asset mapping project which will allow mapping of points of interest and resources in the region for exercise, culture, etc. This responds to information which found that people have limited information on accessible activities outside their home. Mr Stark will share this once there is more data for the PC to comment and will be in touch with the PC to agree a date.

7. Unfinished Business

a. Town Plan adoption – RRPC approval status. The Mount Holly Town Plan was adopted by the RRPC on April 16th.

b. Belmont Village Center Designation Renewal status: the application will be heard by the Vermont Downtown Program on April 22nd. They expect no issues and attendance is not required. Commissioner Michel provided an additional supporting letter from the Mount Holly Museum

8. Public Comments: None

9. Upcoming meetings

a. Deliberative session Wednesday April 24th at 7pm

b. Regular meeting: May 15th, 2024 at 7:00 pm

10. Meeting adjourned at 8.31 pm.

For the Commission,

Faith Tempest, Planning Commission Clerk

In draft form until approved on May 15, 2024