



Town of Mount Holly Planning Commission

Town Office & Remote Electronic – Regular Meeting Minutes

Wednesday, June 19th, 2024

7:00 P.M.

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

Also present: Faith Tempest, Gary Norton, Lori Norton, Tiffany Norton, Hunter Cole, Dawn Cole

1. Chair called the meeting to order at 7:02 pm
2. Changes to agenda: The Garrow sub-division sketch plan review is tabled following a request from Mr. Garrow's attorney. Chair added in its place discussion of a response to a letter received from Mr. Garrow's lawyer.
3. Approval of minutes
 - a. The minutes of the regular meeting held on 15th May 2024 were approved without objection.
4. Reports & Announcements
 - a. Administrative Officer
 - BCRs received from:
 - Olson, Alpine Drive, 8x16 dropped barn
 - Buongiovanni, Rte 155, 17x24 camp
 - Gnome, Healdville Road, 7.5x6 shed
 - Stevens, Shunpike Road 55x110 garage
 - Patch, Greenstand Road, new house construction on existing foundation; there is a discussion with Mr. Patch regarding whether he requires a FHA/RC permit. The District Floodplain manager has been consulted.
 - Birch Run (off Healdville Road): potentially significant construction on this property has been brought to the AO's attention. She will ask the owners to complete a BCR and take any further action as necessary.
 - b. Planning Commission Chair
 - Legislative update: the new open meeting law passed with implications relating to posting of videos of the PC's meetings and requirements for annual training of Chairs of Committees.
 - Act 250 update also passed, including a new trigger of long roads and driveways and relaxation of some rules in village centers to encourage more housing development.
5. Correspondence

a. Subdivision proposals:

i. Cole sketch plan review

- The proposal is for subdivision of a single parcel on Cole Road to create 3 new parcels. Two sketch maps were submitted, one prepared in 2012 but not pursued, alongside one prepared for the 2024 proposed subdivision. Upon discussion it became clear that the more recent plan does not show the full extent of the existing single parcel or the proposed configuration of lots. Commissioner Schulz noted that the Commission will need a single plat of the entire property with the proposed lot configuration. Chair confirmed that the PC will need a plat which meets the details identified in the minor sub-division regulation checklist. Chair asked if new construction would be undertaken. Mr. Cole noted a new 24x32 SFR on new lot 3 on the map, and that a wastewater permit has already been issued. Chair stated that if a full and complete plat is available at the next meeting, then the PC could likely move to a hearing at that point.

ii. Garrow subdivision status

- Chair noted that the sketch plan review was withdrawn at the request of the applicant.
- The Commission had received a letter from Christopher Corsones, attorney acting for Mr. Garrow, and Commissioner Schulz noted that there were some mis-statements in the letter. Even though an attorney other than Mr. Corsones is listed on the subdivision application as Mr. Garrow's attorney, Commissioner Schulz proposed that the Commission provide a response directly to Mr. Corsones and noted that he had shared a proposed response in advance of the meeting.
- Commissioner Michel asked that the response note that discussions have been ongoing since February. Commissioner Schulz agreed and also suggested that the letter should note that it reflects the views of all the Commissioners.
- Commissioner Michel moved that the draft reflects the views of all the Commissioners, Commissioner Andrew Seward seconded, motion approved. Commissioner Schulz suggested the response should come from the Chair. Chair agreed.

b. Email / Other:

- FEMA had communicated with the Select Board and Planning Commission regarding the process of updating flood hazard maps over the coming years.

6. New Business:

a. none

7. Unfinished Business
 - a. none
8. Public Comments: None
9. Upcoming meetings
 - a. Regular meeting: July 17th, 2024 at 7:00 pm
10. Meeting adjourned at 7.53 pm.

For the Commission,

Faith Tempest, Planning Commission Clerk

In draft form until approved on July 17th, 2024