



# Town of Mount Holly Planning Commission

## Town Office & Remote Electronic – Regular Meeting Minutes

Wednesday, August 21st, 2024

7:00 P.M.

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

Also present: Faith Tempest

1. Chair called the meeting to order at 7:01 pm
2. Changes to agenda: none
3. Approval of minutes
  - a. The minutes of the regular meeting held on 19<sup>th</sup> June 2024 were approved without objection.
4. Reports & Announcements
  - a. Administrative Officer
    - BCRs received from:
      - Cavoto**, Healdville Road: replacement of existing mobile home (resubmission after the previous BCR expired)
      - Wilkins**, Frost Hill Road: 26'x12' Garage/barn
      - Murphy**, Fowler Brook Road: 36'x75' pickle ball court. Commissioner Jim Seward asked the AO to check the location of the structure which is close to the river and may be in the flood hazard area.
    - Wastewater permits:
      - Burns**, Belmont Road: permit issued for replacement of failed septic.
    - Other matters
      - Birch Run**: following communication with the property owner Spencer Orkus, he has confirmed that he is planning to construct one single family residence. Work is underway on land preparation and septic design. Construction will likely commence in 2025. Mr Orkus is aware of the need to complete a BCR and meet applicable state regulations.
      - Patch**, Greenstand Road: the AO has received forms to start the process of removing the area of proposed construction from the Special Flood Hazard Area. AO will clarify the process with the NFIP Coordinator and proceed accordingly.
      - McLellan**, Rte 103 N: stream bank stabilization work had been undertaken based on a Stream Alteration General Permit issued by DEC; AO spoke to the owner because a Town FHA permit is also required. This also gave the opportunity to discuss with the owner that a FHA permit is also required

for the garage constructed on the property in 2022. Property owner has been given copies of the regulations and permit application form.

**MPH Holdings**, Station Road: the Act 250 permit for construction of a mixed use commercial/residential unit has been issued.

**Hawkins**, Packer Road: the State has approved a heavy cut based on the owners' forest management plan.

b. Planning Commission Chair

- i. Act 250 updates: Chair noted that the PC will need to look at how the changes will affect the Commission and its work.
- ii. Reforms to Regional Planning may put the Regional Plan at a higher level of authority than the Town Plan. Rutland Regional Plan is currently being updated and Chair noted that we should encourage RRPC to adopt the maps and language from the Mount Holly Town Plan into the Regional plan
- iii. There is a new State River Corridor law, introduced partly because not enough towns were taking advantage of the higher levels of funding available if their town bylaws are not consistent with FEMA regulations (as Mount Holly's now is). The relationship between our bylaw and state law needs to be considered since the Town must maintain at least state regulations (though can go beyond them). The State law will also mean the need for both state and town permits for development in flood hazard areas/ river corridors. Chair suggested asking RRPC for a presentation.

5. Correspondence

- a. Subdivision proposals: the PC has not received any further updates from the two incomplete subdivision applications (Cole and Garrow). Mr Garrow is in the process of amending the Act 250 permit on his property. Chair asked the AO to follow up with Mr Cole to find out the status of their complete sketch plan. Chair noted that recent subdivision applications have highlighted shortcomings in the Town subdivision regulations and proposed that the PC should consider revising them in the coming months. Chair has asked RRPC if there is a model that can be adapted, but the lack of zoning in Mount Holly means that there are few relevant examples, since these regulations are usually subsumed in zoning regulations. Commissioners Andrew Seward and Schulz both noted that a concern is to ensure that applicants have met all State requirements before submitting applications to the Town.
- b. Email / Other:

- A Town resident had written to the Chair with concerns regarding the Birch Run development. AO will communicate with them regarding the latest information (see AO report above).
- Commissioner Jim Seward asked about construction of a modular home on Hortonville Road for which preparation work has started. AO will check BCRs and take action as needed.

6. New Business:

- a. Review the proposed Weston Town Plan: PC members are invited to attend the public hearing. Commissioner Schulz noted that key changes proposed in the Plan are to expand existing conserved areas and to change the definitions of some of the residential areas. Chair noted that the maps have some discrepancies with the Mount Holly town plan maps regarding town boundaries, and do not show new conserved land. He will convey this to the Weston PC.
- b. Review open meeting law changes: Chair noted that the PC will now need to post a link to videos of meetings. The Clerk will make adjustments to web page and minutes themselves linking to the recorded videos.

7. Unfinished Business

- a. None

8. Public Comments:

9. Upcoming meetings

- a. Regular meeting: 18<sup>th</sup> September, 2024 at 7:00 pm

10. Meeting adjourned at 8.00pm.

For the Commission,

Faith Tempest, Planning Commission Clerk

In draft form until approved on 18<sup>th</sup> September, 2024

A video recording of this meeting can be found at: <https://okemovalley.tv/mount-holly-planning-commission-821>