



Town of Mount Holly Planning Commission

Town Office & Remote Electronic – Regular Meeting Minutes

Wednesday, January 15th, 2025

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: Faith Tempest, Alissa Chronert, David Tilly, Ron Unterman, Kathy Leber, Abe Leber, Michael Chronert (via zoom)

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 18th December 2024 were approved without objection.
4. Reports & Announcements
 - a. Administrative Officer
 - BCRs received from:
 - Cole:** Cole Road, 12'x20 Shed on skids
 - b. Planning Commission Chair
 - i. Chair attended VLCT wastewater funding training and hopes the video will be available shortly. One relevant aspect for the PC is DEC Clean Water State Revolving Fund which can give access to funding for feasibility studies.
 - ii. Cavendish is now writing their first sub-division bylaw, assisted by their regional planning commission. Cavendish is similar to Mount Holly in having no zoning so there may be opportunities to share information or learn from them regarding updating Mount Holly's sub-division regulations.
 - iii. The Garrow Act 250 amendment application is still pending, awaiting further information
 - iv. School Board meeting – Chair will contact
5. Correspondence
 - a. Subdivision proposals
 - i. **Enman/LePage/Kivi LLC BLA:** AO had received an application for a boundary line adjustment. She deemed the application complete and

was therefore forwarding it to the PC for their consideration. She noted that although the Town's subdivision regulations are unclear on authorities regarding BLA approvals, she gave her opinion that the PC should look favorably on the application.

- ii. Chair asked for clarification that Ms Chronert had spoken to the District Public Water Supply Supervisor Meredith Maskell, and the District Act 250 Coordinator Quin Mann. She confirmed she had.
- iii. The Chair shared a resolution with the PC members giving the AO the authority to approve the BLA. Commissioner Andrew Seward proposed PC approve the resolution; seconded by Commissioner Jim Seward. The Chair noted that the application does not contain abutter information for properties on the other side of Belmont Road and Tarbellville Road. Commissioner Michel asked for clarification of a clause in the resolution stating that the DEC had "approved" the BLA when in fact they only exempted the BLA from additional wastewater requirements. The Chair suggested substituting "exempted" for "approved" in the resolution. Commissioner Michel also asked why the resolution was necessary. The Chair responded that the resolution gave the AO authority to approve the BLA administratively. It will still be required to notify abutters, publicise the BLA and allow a 15 day comment period. Following that the AO would be able to issue approval and allow the documents to be recorded.
- iv. The Chair asked for comments from the floor but none were forthcoming. The Chair moved to modify the motion to reflect the one word substitution, seconded by Commissioner Andrew Seward. There being no further discussion, the resolution was approved unanimously.

6. New Business:

- a. **Subdivision regulations revision process.** Chair noted again the possibility of learning from/ working with Cavendish. The Chair moved that the PC formally begin the revision process, seconded by Commissioner Andrew Seward, passed unanimously. Commissioner Michel suggested that the PC organizes a joint meeting with Cavendish PC. The Chair proposed that the process goes ahead without special meetings but this can be reconsidered if needed. Chair asked the AO to try to find out which towns have no zoning (also check RRPC). Also noted that towns with zoning may have sub-division chapters which may be helpful.

7. Unfinished Business

- a. None

8. Public Comments: Abe Leber noted it was good to see government working. The Chair noted that the Municipal Planning Grant Housing study has started, and asked if anybody who might be interested in particular issues such as housing for seniors might be interested in participating in a reference group.
9. Upcoming meetings
 - a. Public Hearing Cole subdivision 19th February 2025 6.30pm
 - b. Regular meeting: 19th February at 7:00 pm
10. Meeting adjourned at 7.37pm.

For the Commission,

Faith Tempest, Planning Commission Clerk

In draft form until approved on 19th February 2025

A video recording of this meeting can be found at: <https://okemovalley.tv/mount-holly-planning-commission-115>