



# Town of Mount Holly Planning Commission

## Remote Electronic – Regular Meeting Minutes

Wednesday May 19, 2021

7:00 P.M.

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

Absent: Brigid Sullivan

Also Present: Renee Sarmiento (Clerk), Jeb Porter, Ryan Harter

1. Jon McCann called the meeting to order at 7:02 pm
2. No changes to agenda.
3. Approval of minutes
  - a. The minutes from April 21st, 2021, were approved as distributed.
4. Reports & Announcements
  - a. Clerk report - iNaturalist meeting review (Vermont Wetland Mapping project)
    - iNaturalist website: <https://www.inaturalist.org/home>.
    - Link to fill out form to receive updates: <https://forms.office.com/Pages/ResponsePage.aspx?id=O5O0IK26PEOcAnDtzHVZxg7oICy5adhCkpotz4O-iFVUQVRHN1dOSzBOQkswwFk5UEdiWTVWNEczOS4u>
  - b. Bolalek subdivision update: Bolaleks responded and had questions about the Decision. Jon will review their email response further, and it will be discussed further at the next Planning Commission meeting.
5. Correspondence
  - a. Subdivision proposals
    - Porter Sketch plan review
      1. Jeb Porter described the subdivision: Currently has 11 acres of land on Bowlsville Rd South, and would like to chop approximately 1 1/2 acres of land off of that lot with a house on it that was built years ago. There is a designated back up septic on the land, and have passed all the state's septic rules for subdivision. Hoping to sell the house and subdivided land, but keep the remaining land (parcel B). Two driveways. Originally planned on this five years ago.
      2. Jon stated the version of the plat he has is similar to Jeb's plat (difference is Jeb's plat does not have the stamp). The plat that Jon has is the most up to date. Current plat is not sufficient as a final plat. Missing the stamp that the planning commission would need to sign with signature box. Determination made by the Planning Commission that this is a minor subdivision. Review of minor subdivision checklist, and what is still needed (identify on parcel b where mobile home is located, signature

box, perc test Information) need the paper final plat (2 copies) and eventually a mylar version that owner would record. Planning Commission will need this before a public hearing is scheduled. Jeb stated he hopes to get this to the PC by the weekend or next week. Jon will inform members if a special meeting is needed to schedule the hearing. Jeb will email PDF and drop off paper copies of the Plat at the town office.

b. Building Construction Registrations

- Donald & Lisa Patch (previous owner), Ronald and Andrew Cercena (current owner), no 911 number, yet new construction (new house) - accepted
- Ryan Murray, 835 Healdville Road (corner of Branch Brook and Healdville), new construction (New 3-bedroom manufactured home) - accepted
- David Smith, 00 Patch hill road (no 911 address yet), new construction (house) - accepted
- Zena & Robert Gates, 456 Gates Road South, new construction (new deck, set of stairs, and new porch) - accepted

c. Wastewater system and potable water supply permits: none

d. Email / Other - Bolalek email (previously discussed under reports/announcements)

6. Unfinished business

a. Update on cooperation with Museum (Stephen)

- Stephen reported Dennis gave him a book about Crown Point Rd that he will drop off at the office for PC members to review. Museum is more than happy to provide information to the Planning Commission.
- Dennis is willing to take a field trip with Planning Commission members to Crown Point Road. Dennis organizes a few tours in the summer. PC will follow up on joining one of the tours.
- Museum hours: 2-4pm Saturday and Sunday Museum hours beginning around the 4th of July.

7. New business

a. ARPA (American Rescue Plan Act) Grant

- Town will be getting significant amount of money from grant for infrastructure work. Jon believes PC may be pulled into town discussions. State still figuring out rules around spending the money. More information will be provided at next month's meeting.

b. Updating the Subdivision Application Form

- Current form is bare bones, and missing a lot of necessary information for that is needed for the subdivision. Jon created a new subdivision form so that the applicant provides the necessary information. Jon shared the new draft with the PC members. No objections were made to using the new form. Jon would like to add date of any previous subdivision and the map book and number from

that subdivision. Accepted by unanimous consent. Will record in minutes, add to website, and provide to Town Clerk.

c. FEMA Risk Maps Discovery Meeting

- FEMA risk maps are related to the FIRM maps - who needs flood insurance and what our flood hazard areas are. FEMA is doing a five-year process to update based on lidar elevation data will be much more accurate. Input is being requested from the town by June 14th.

8. Public comments:

- a. Ryan Harter - Stated his question had been answered about building construction taking place on Summit Road.

9. Upcoming meetings

- a. Special working meeting - June 2nd, 2021 (7pm)
- b. Regular meeting - June 16th, 2021 (7pm)

10. The meeting adjourned at 8:08pm

For the Commission,  
Renee Sarmiento, Planning Commission Clerk

In draft form until approved on June 16, 2021

notes:

- This plat is based on records research, field evidence and a Leica Robotic total station field survey.
- Bearings hereon reference approximate magnetic north as observed by On Point Survey in December 2012. Bearings referenced hereon are intended to depict the angular relationship between sides of the property.
- Except as specifically stated or shown on this plat, this survey does not purport to reflect any of the following which may be applicable to the subject parcel: easements, other than possible easements that were visible at the time of the making of the survey, zoning or other land use regulations, wetlands, flood plain limits, and any other facts that an accurate and current title search may disclose.
- Declaration is made to original contract signer (Jeb Porter) of the survey. It is not transferable to additional institutions or subsequent owners without consent by the original contract signer and/or On Point Survey.
- This survey is valid only if print has original seal and signature, in red ink, of the surveyor.
- No attempt has been made as a part of this boundary survey to obtain or show data concerning existence, size, depth, condition, capacity, or location of any utility or municipal public service facility. For information regarding these utilities or facilities, please contact the appropriate agencies.
- Subsurface and environmental conditions were not examined or considered as part of this survey.
- This plat reflects conditions at the time of the survey.
- There exists the remains of a fence line near the southerly line of Porter. Map reference #2 shows the fence line as meandering along either side of the boundary line shown hereon.
- The right of way for Bowlsville Rd. is assumed to be 3 rods wide and is shown hereon as being offset from the centerline of the existing travelway.
- Contours shown hereon are in meters and are extracted from a USGS contour map.
- The tree line and brook shown hereon are an approximate representation extracted from an orthographic photo (#124100) furnished by the Vermont Center for Geographic Information.
- This plat does not purport to address any wastewater issues, designs, permits or easements. Refer to a plat titled: "Replacement Wastewater Disposal System Area Designation, Porter and Lions Property", prepared by Heritage Engineering, P.C., dated 03/13/13 for a more detailed representation of the water/wastewater requirements.
- Per note #10 on the aforementioned plat, "At the time of conveyance of either parcel shown a permanent legal easement shall be included in the deed for each parcel to allow for access, use, construction, maintenance and testing for a wastewater disposal system to serve the residence shown."
- This proposed subdivision is contingent on applicable State of Vermont and Town of Mount Holly applications, fees, permits and approvals.

map references:

- plat titled: "land surveyed for Leicester, Sood, & Zabrowski", prepared using a transit and steel tape by Nicholas P. Nowlen, recorded on Nov. 5, 1996.
- unfiled plat titled: "Property of John C. Simonds", prepared by Stuart Dauchy LS#13 on Jan 13, 1978.
- plat titled: "Proposed Subdivision of Property of Steven Wiener, 60 Bowlsville Rd., Mount Holly, Vermont", prepared by Donald B. Stein LS#623 on June 13, 2005, recorded on April 18, 2006.
- plat titled: "Subdivision, Lands of Christopher J. & Lisa Leigh Kelley", prepared by Paul Greineder LS#45814 for On Point, dated Oct 7, 2009.

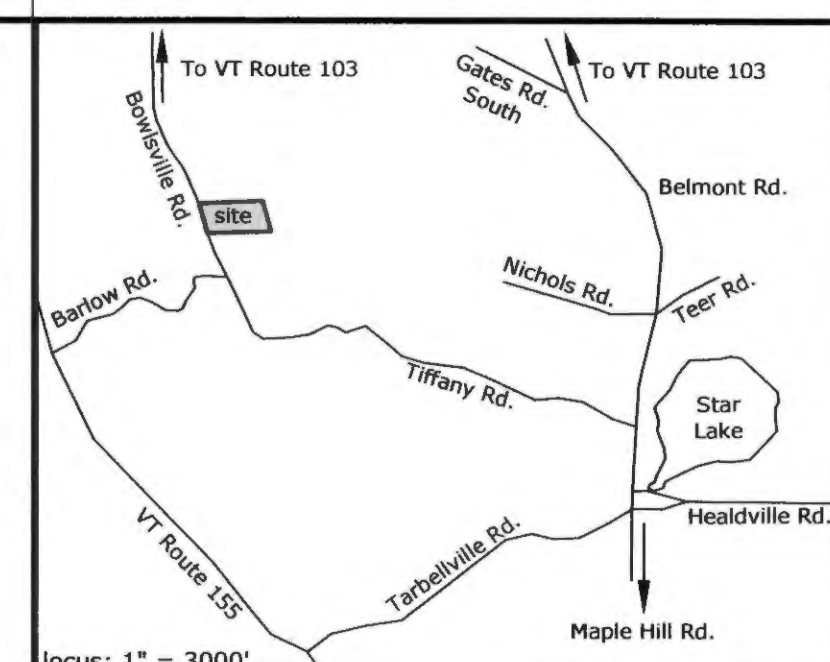
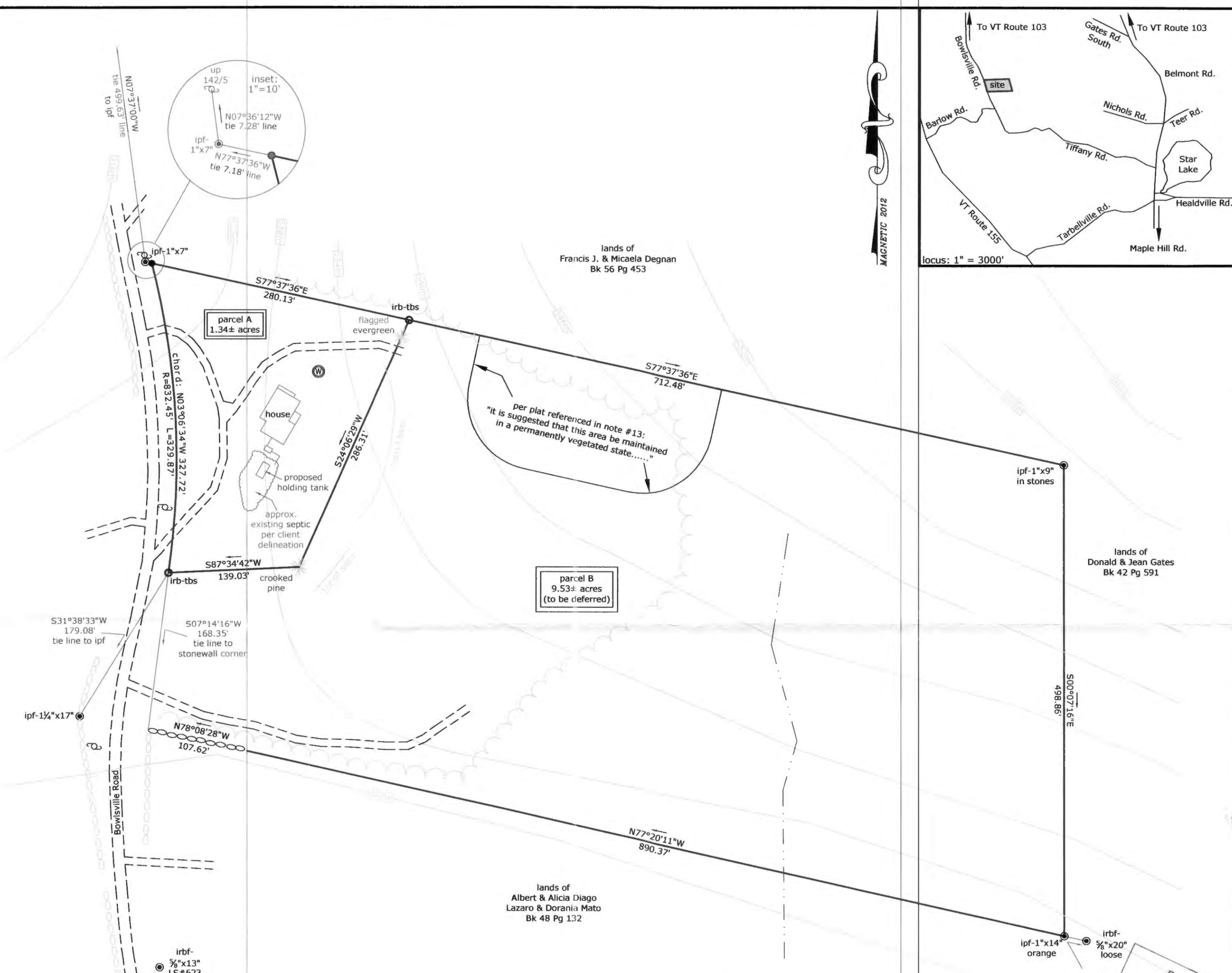
Legend

- irbf iron rebar found
- ipf iron pipe found
- irb-tbs 5/8" iron rebar to be set
- boundary point (unmarked)
- ⊕ utility pole
- ⊕ drilled well
- approx. centerline brook
- approx. tree line
- edge of travelway
- stone wall
- x — wire fence

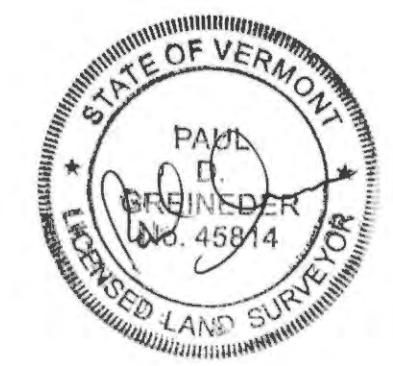
GRAPHIC SCALE



( IN FEET )  
1 inch = 80 ft.



DEPARTMENT OF ENVIRONMENTAL CONSERVATION  
Approved By: David R. Swift  
Permit #: WD-1-2490  
DATE: June 13, 2017



Received  
MAY 24 2013  
Drinking Water and Ground Water Protection Division

In accordance with 26 VSA 2596, I certify that this survey is consistent with the information noted to the best of my knowledge and belief. This plat meets the requirements of 27 VSA 1403.  
Paul Greineder  
Paul Greineder LS#45814

Received  
JUN 04 2013  
Drinking Water and Ground Water Protection Division

Proposed Subdivision  
Lands of John B. Porter  
(book 83 page 369)

194 Bowlsville Rd Mount Holly Vermont  
C:\On Point\2012\Porter\_Jeb\dwg\subdivision.dwg March, 2013  
**On Point Land Surveying**  
3155 Rte 30/po box 322 Dorset, Vermont 802.231.2556



# Town of Mount Holly Planning Commission

## Subdivision Application

Please fill out this form completely, sign, and file with the Town Clerk.

### 1. Applicant / Property Owner

Name: \_\_\_\_\_

Phone number: \_\_\_\_\_

Email address: \_\_\_\_\_

Permanent mailing address: \_\_\_\_\_

Town, State, Zip code: \_\_\_\_\_

### 2. Authorized Agent

A surveyor / engineer / lawyer / etc. will be representing the owner in the proceedings.

Name: \_\_\_\_\_

Company: \_\_\_\_\_

Phone number: \_\_\_\_\_

Email address: \_\_\_\_\_

Permanent mailing address: \_\_\_\_\_

Town, State, Zip code: \_\_\_\_\_

### 3. Property Description

Property ID #: \_\_\_\_\_

Physical location (911 address): \_\_\_\_\_

Previous owner (if known): \_\_\_\_\_

Lot size (acres): \_\_\_\_\_

Property deed (Book / page): \_\_\_\_\_

Recorded survey (Book / page): \_\_\_\_\_

Previous Subdivision (Book / page): \_\_\_\_\_

Existing wastewater permit ID: \_\_\_\_\_

Number of adjacent properties: \_\_\_\_\_

#### 4. Adjacent Property Owners

Please consult the official Town of Mount Holly Tax Maps to determine this list.

Property ID #: \_\_\_\_\_  
Owner name(s): \_\_\_\_\_  
Owner address: \_\_\_\_\_

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Owner name(s): \_\_\_\_\_  
Owner address: \_\_\_\_\_

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Owner address: \_\_\_\_\_

Property ID #: \_\_\_\_\_  
Owner name(s): \_\_\_\_\_  
Owner address: \_\_\_\_\_

### 5. Subdivision Description

Total number of lots to be created: \_\_\_\_\_  
Application fee: \_\_\_\_\_  
Total acreage to be subdivided: \_\_\_\_\_  
Subdivision project description: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
New wastewater permit ID: \_\_\_\_\_

### 6. Additional Permit Requirements

Check box and attach copies of any of the following permits that may be required:

- |  |   |  |   |
|--|---|--|---|
| <input type="checkbox"/> Act 250           | <input type="checkbox"/> Highway Access   | <input type="checkbox"/> Multiple Living Units | <input type="checkbox"/> US Army C of E |
| <input type="checkbox"/> Campground        | <input type="checkbox"/> Labor & Industry | <input type="checkbox"/> Salvage Yard          | <input type="checkbox"/> Wetland        |
| <input type="checkbox"/> Flood Hazard Area | <input type="checkbox"/> Mobile Home Park | <input type="checkbox"/> Stream Alteration     |   |
- None** of the above

### 7. Impacts to Adjoining Municipalities

Check box for any circumstances that may apply:

- Any portion of the property is located within five hundred (500) feet of an adjoining municipality.
- None** of the above

### 8. Authorization and Consent

The undersigned, as owner of the property referenced in Section 3 on this application form, hereby consents to necessary and proper inspection of the above referenced property by members and agents of the Town of Mount Holly Planning Commission, at reasonable times, both before and after a final decision has been issued by the Commission. The undersigned hereby certifies that the information provided in this application and supporting documentation is true and is aware of the penalties for knowingly providing false or misleading information.

\_\_\_\_\_  
**Signature of Owner** Date: \_\_\_\_\_

