



Town of Mount Holly Planning Commission

Town Office & Remote Electronic – Special Work Meeting Minutes

Wednesday, October 4th, 2023

6:00 P.M.

Commission Members Present: Jon McCann (Chair), Jim Seward (Vice Chair), Andrew Seward, Brigid Sullivan, Andy Schulz (Secretary, via zoom)

Also Present: Faith Tempest, Stephen Michel

1. Chair called the meeting to order at 6:03 pm.
2. Changes to agenda: Chair added two items to the agenda: (i) to approve a report for neighboring municipalities and the State regarding the Town Plan; (ii) to agree the required print materials for the Town Plan hearing.
3. Unfinished business
 - a. Town Plan
 - i. Approve draft for public hearing: Chair noted that if the draft Town Plan is approved, it can be shared with neighboring municipalities and the State, which will start the 30 day notice period for a public hearing. Commissioner Sullivan asked who has to receive a copy. Chair confirmed that it should be shared with Planning Commissions of abutting municipalities (or the Town Clerk), the Vermont Department of Housing and Community Development (DHCD), and the Executive Director of the Rutland Regional Planning Commission (RRPC). Following the public hearing a final draft will be prepared before going to the Select Board for another hearing. Chair gave an overview of all changes to the draft made since the September regular meeting. The majority of the changes were made to satisfy the statutory requirements as communicated by the RRPC. Some language had been updated to ensure that the Plan is robust enough to ensure that State Act 250 proceedings take account of the Town's views. Other changes reflected more specificity. Chair shared final versions of the Town Plan maps along with an additional map of the village center which he proposed adding. The village center map shows the current village center designation boundary which may or may not be revised during the upcoming renewal. Commissioner Schulz moved to approve the draft Town Plan and issue notice of the hearing. Commissioner Sullivan seconded. Motion passed.
 - ii. Approve report for neighboring municipalities and State authorities: along with the draft Town Plan, a requirement of the Statute (24 V.S.A. § 4382) is

to provide a summary report of the Town Plan to Planning Commission chairs of abutting municipalities, the Executive Director of RRPC, and DHCD. Chair had circulated a copy of this report to PC members in advance of the meeting. Commissioner Schulz endorsed the report prepared by the Chair, and also proposed that a short FAQ about the Plan be prepared in advance of the hearing. Commissioner Sullivan moved to approve the report, seconded by Commissioner Andrew Seward, motion approved unanimously. [Commissioner Schulz left the meeting].

- iii. Schedule public hearing: Chair had circulated a proposed notice with a date of 15th November at 6 pm. Commissioner Andrew Seward proposed holding the hearing in the Town Office to take advantage of the AV facilities. Chair proposed that the hearing should be an hour with the possibility of running into the time of the regular PC meeting. Commissioner Andrew Seward moved to hold the public hearing on Nov 15th at 6 pm, seconded by Commissioner Sullivan. Motion carried unanimously.
 - iv. Agree on print materials or other written materials for the public hearing: Chair has asked the RRPC if they can produce large size maps at no cost for the hearing, but is still awaiting a response. Chair proposed waiting until the next meeting to decide if copies of all maps should be made if RRPC cannot provide them for free. Chair proposed printing 10 copies of the plan itself. Commissioner Sullivan suggested outsourcing this. Commissioner Andrew Seward asked if it would be helpful for RRPC to come to the public hearing, particularly to clarify any of the statutory or regulatory requirements. Chair will ask Logan Soloman if he can attend.
4. Public comments: Alison Weintraub had commented that an FAQ would be helpful to clarify why the Town Plan is being updated and what is being done (see item 3.a.ii above). Stephen Michel asked about providing links to electronic copies of the maps. Chair confirmed they are on the Mount Holly town website, and will be in the Town Office in large format once approved.
 5. Upcoming meetings: Regular Planning Commission Meeting 18th October
 6. Meeting adjourned at 8:46pm.

For the Commission,

Faith Tempest (Clerk)

In draft form until approved on 18th October, 2023