



Town of Mount Holly Planning Commission

Town Office & Remote Electronic – Regular Meeting

Wednesday December 20, 2023 7:00 P.M.

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

Also Present: Faith Tempest

1. Chair called the meeting to order at 7.00pm
2. Changes to agenda: None
3. Approval of minutes: Commissioner Andrew Seward moved to approve minutes of the Regular Meeting of 15th November and the Special meeting of November 29th with a correction to the date of the meeting which had been incorrectly recorded; seconded Commissioner Jim Seward. Motion passed.
4. Reports & Announcements
 - a. **Administrative Officer:**
 - i. BCR: Tofferi Shunpike Road. 48'x34' garage
 - ii. FHA/RC permit Bolalek Tarbellville Road: AO confirmed that based on advice from the Regional Flood Plan manager the application was exempt from a permit as an access. The AO will sign off the application, inform the owner, and identify how and where the physical copy will be stored.
 - b. **Planning Commission Chair:**
 - i. Confirmed that the State has approved the MPG application for \$30,000 to undertake a housing study. Chair noted that it may be challenging to get the work done within these costs.
 - ii. Belmont Village Center designation: the Select Board has resolved to renew the designation, but not who should prepare the proposal. The proposal requires a newly adopted Town Plan, approved by the Select Board and RRPC. RRPC will need to discuss the Town Plan in committee followed by submission to the whole Commission and the time this takes is unclear. Chair noted that the PC would not have to wait for approval to work on the Belmont Village Designation application, but will need to know what the final Town Plan will contain. Chair proposed that the PC start work on this in January. Commissioner Michel asked if the current Town Plan, which runs until 2025, would be sufficient, but Chair confirmed that the State has noted that the current plan is not sufficient to support a renewal application. Commissioner Michel asked if the RRPC is delayed in approving the Town Plan, are there any alternative approaches which would allow renewal of the Village Designation? Commissioner Andrew Seward provided information on the renewal process. Applications are due at the beginning of the month when renewal is required, ie April. There is also a 6 month reprieve but during that time benefits (including grant priority and tax breaks for businesses) are suspended. The application also



Town of Mount Holly Planning Commission

requires evidence showing the support of the Select Board. Chair noted that renewal is much easier than a new application, and suggested the PC discuss the particulars of the application in January.

5. Correspondence: none
 - a. Subdivision proposals: none
 - b. Email / Other: two public inquiries regarding zoning had been received, to which the AO responded.
6. New Business
 - a. **Planning Commission Annual Report:** the PC annual report for the Town's annual report is due on January 3rd. A draft had been prepared by Commissioner Schulz and the Chair. Commissioner Michel suggested that the report should also make reference to the work done on the Belmont Village Plan which was heavily influenced by the community survey. Commissioner Michel asked to remove the term "insufficiencies" of the current town plan in the report. Chair noted that the Select Board had asked that the new town plan be drafted to address insufficiencies, including very specific wording to ensure that the town plan is able to protect the town's interests. Commissioner Schulz proposed revised wording "insufficiencies under current legal standards". Commissioner Michel moved to approve the Annual Report with the change discussed, seconded by Commissioner Schulz. Approved unanimously.
7. Unfinished business
 - a. **Town Plan status:** The Select Board has set a date of January 16th for the legislative hearing. Chair will speak to RRPC about the process from their side to clarify when it is likely that the Commissioners will review. The most uncertain element is if the SB wants substantial changes, which will then require a written response from the PC of the implications; if the content is changed significantly, there will need to be another SB hearing. At present it is unclear whose responsibility it is to make revisions, but possibly it will be sent back to the PC. The Chair will make inquiries to resolve this question.
8. Public comments: None
9. Upcoming meetings: Regular meeting 17th January 2024, 7pm
10. Meeting adjourned at 7.57pm

For the Commission,
Faith Tempest, Planning Commission Clerk
In draft form until approved on January 17th 2024