



Town of Mount Holly Planning Commission

Town Office & Remote Electronic – Regular Meeting Minutes

Wednesday, Feb 21, 2024

7:00 P.M.

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

Also present: Faith Tempest (Clerk), David Johnson, Robert Garrow, Vincent Turco, Peggy Turco, Maurice Turco, Christopher Corsones (via Zoom)

1. Chair called the meeting to order at 7:02 pm
2. Changes to agenda: none
3. Approval of minutes
 - a. The minutes of the regular meeting held on January 17th 2024, with a correction to the date of the meeting, were approved unanimously.
4. Reports & Announcements
 - a. Administrative Officer
 - i. Wastewater permits: three wastewater permits have been received
 - Howlett, Old Turnpike Road, replacement of existing failed system
 - Bavaro and Albert, Gates Road South, proposed 4 bedroom single family residence
 - Cole, Cole Road, amendment of existing permit to construct a new single-family residence on a lot with a previously approved SFR.
 - b. Planning Commission Chair
 - i. No new points
5. Correspondence
 - a. Subdivision proposals:
 - i. Garrow sketch plan review
 - Mr. Garrow is proposing to subdivide a 76-acre property (06c1040.00) on Old Turnpike Road (near Packer Road) into three lots, one of approximately 50 acres, one of about 11 acres and one of about 7 acres. There is currently a house on the property with a septic system. The survey has not yet been completed. Power is accessible to all sites. Mr. Garrow said he has no plans for future construction, and does not want to go to the trouble and expense of designing a wastewater system



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when he has no idea what future owners of the new lots may want to build. Chair noted that it is good that the boundaries of the proposed lots follow existing stone walls. Commissioner Schulz asked about access – lot 1 has access by a deeded right-of-way, lots 2 and 3 have frontage on Old Turnpike Road and will need highway access permits. Chair asked if Mr. Garrow has approached the State for wastewater permits; Mr. Garrow has not and offered his view that under section D.1.b of the Town Sub-division Regulations all that is required is a survey of new boundaries. Commissioner Schulz noted that any subdivision must also conform to State requirements which require either a WW permit or a deferral of permit. Mr. Garrow said he had tried to contact ANR but had no response. Chair asked the AO to facilitate a response from ANR to clarify to Mr. Garrow what was required. Chair proposed putting the issue on the agenda for the next meeting. All agreed.

ii. Turco sketch plan review

- Vincent Turco and Maurice Turco are proposing to subdivide a 134-acre property on Branch Brook Road into two lots, one of approximately 45 acres and one of approximately 89 acres. There are two existing single-family residences on the property, with a recorded wastewater permit for each residence (WW-1-3785). There is existing access to both lots and power is accessible. Chair asked if there was a full boundary survey of the boundary available. Maurice and Vincent Turco confirmed that there was, but it was not recorded; Chair asked if Vincent Turco would be willing to provide a copy to the Town for its records. Vincent Turco agreed. The Commission agreed that, as presented, this would be a minor subdivision. Commission went through the sub-division checklist and requested the following changes be made to the plat: insert the sizes of each lot alongside the total size of the subdivision, insert lot identifiers (based on WW permit), insert owner's address and surveyor's address in title block, all existing buildings and structures, the stream running through the property where it is widest and indicating where it crosses the road. The surveyor is ready to complete the final plat, but the Chair proposed that the applicants present the revised plan at the next regular meeting to ensure that it is complete. If the plan is complete at the next meeting the Commission agreed they will schedule a public hearing for the following month.

b. Email / Other:

- i. None.

6. New Business:



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- a. Belmont Village Center Designation renewal: Chair has not found a specific application form but there is a list of documents to be submitted to the State, including the minutes of the Select Board Meeting when it was resolved to renew the Designation, along with a cover letter. Chair will prepare a cover letter; the PC Clerk will obtain a copy of the SB meeting minutes that document the resolution to renew. Chair will share a draft cover letter to be reviewed at the next meeting. Commissioner Michel asked about refining or changing the boundaries of the designated village area. Chair noted that changing the boundaries would require a new application which is a much more intensive process than a renewal and so proposed keeping the boundaries as is. All agreed.

7. Unfinished Business

- a. Town Plan adoption – Report and next steps: the Town Plan was adopted at the last SB meeting with some changes but the final document has not yet been shared with the PC. The PC Clerk is working with the SB Clerk to get the final copy. The next step is for the PC to update the Report with a description of the changes. Both the Report and Plan will then be submitted to the RRPC for review. As soon as the final Plan document is received, the Chair proposed that either he or the PC Clerk will forward it to RRPC.

8. Public Comments: None

9. Upcoming meetings

- a. Regular meeting: 20th March at 7:00 pm (3rd Wednesday)

10. Meeting adjourned at 8:26 pm.

For the Commission,

Faith Tempest, Planning Commission Clerk

In draft form until approved on March 20th, 2024