



# Town of Mount Holly Planning Commission

## **Town Office & Remote Electronic – Regular Meeting Minutes**

**Wednesday, March 19th, 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

1. Chair called the meeting to order at 7.01 pm
2. Changes to agenda: none
3. Approval of minutes
  - a. Minutes of the meeting February 19<sup>th</sup> tabled until next meeting.
4. Reports & Announcements
  - a. Administrative Officer
    - BCR requests were sent to Murray on Rte 103 S and Litwhiler on Belmont Road after construction was observed.
    - Letter sent to Blue Spruce Inn informing the owners of the location of the property in a flood zone which limits construction options, alerting them to the two Fire Marshall notices prohibiting occupation of the property, and to the inspection requirements for public buildings. Chair also asked the AO to share information from the Fire Marshall regarding the Blue Spruce Inn
    - No response received from Armstrong, Tarbellville Road regarding the camper van in the flood zone.
    - The paperwork for the Garrow subdivision is mostly complete and may come before the PC at the next meeting.
    - Patch FHA application. The application is ready for consideration by the Board of Adjustment. The AO will follow up with the Chair of the BoA to schedule a meeting.
  - b. Planning Commission Chair
    - i. The Chair received a letter from Chris Schneider regarding a subdivision request. AO noted that she had responded to an earlier request from Mr Schneider that since he did not own the property she could not send him paperwork to subdivide. The PC Chair noted that the letter he received makes reference to legal action, and he will forward it to the Select Board.

- ii. Garrow subdivision – the State has approved the Act 250 Amendment which has now been recorded. PC Chair asked the AO to seek clarification from Mr Garrow as to whether he has reached agreement with his neighbors on the property boundary. Chair received copies of the site map and wetlands delineation maps prepared for the Act 250 amendment. Commissioner Schulz noted concerns regarding the location of access to the property given the extensive wetlands; he had spoken to Zapata Courage (Wetlands Coordinator) about this; she confirmed that the Act 250 Amendment permit covers only the subdivision, and if there is an access proposed through the wetland then this would be subject to another Act 250 amendment. She noted that access would be considered initially to avoid the wetland, and if that is not possible, then a location with the least potential impact. Commissioner Shulz expressed concern that this may mean it would be difficult for Mr Garrow to identify the location of the access absent the State permit. Chair noted that this was a problem created by the State; the Town process would still need to have the access location identified for the subdivision to go ahead. This may require some sequential permitting by the Town and State. Commissioner Michel noted that the Act 250 subdivision permit has a number of clear restrictions.
- iii. Chair had received information from VLCT on the implications of legislative changes to Act 250.
- iv. Chair has been in touch with Act 250 coordinator asking about the implications of the Belmont General Store (Kivi LLC) acquiring the meadow formerly owned by Bolalek and is awaiting a response.

5. Correspondence

- a. Subdivision proposals: The Cole subdivision (PC-2024-03) was approved immediately before the meeting.
- b. Email/other: none

6. New Business: none

7. Unfinished Business

- a. Sub-division Regulations update: Chair has contacted Cavendish but has not received a response yet. Chair did receive a template from RRPC though they still have limited capacity to support at the moment.

8. Public comments: Commissioner Jim Seward asked about a new access road being constructed on Rte 103 south. Chair asked the AO to follow up with VTrans to clarify if this has been permitted.

9. Upcoming meetings

- a. Regular meeting: 23<sup>rd</sup> April at 7:00 pm

10. Meeting adjourned at 7.48 pm.

For the Commission,

Faith Tempest, Planning Commission Clerk

In draft form until approved on 23<sup>rd</sup> April 2025

A video recording of this meeting can be found at: <https://okemovalley.tv/mount-holly-planning-commission-319>