



Town of Mount Holly Planning Commission

Town Office & Remote Electronic – Regular Meeting Minutes

Wednesday, April 23rd, 2025

7:00 P.M.

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

Also present: Faith Tempest, Robert Garrow, Chris Corsones (via Zoom)

1. Chair called the meeting to order at 7.00 pm
2. Changes to agenda: none.
3. Approval of minutes
 - a. The minutes of the public hearing held on February 19th and the regular meeting held on February 19th were approved without objection. The minutes of the regular meeting March 19th were approved with a spelling correction.
4. Reports & Announcements
 - a. Administrative Officer
 - BCRs received from:
 - MPH Holdings (Master Plumber):** 60'x100' shop and offices
 - Litwhiler:** Belmont Road, garage conversion
 - Murray:** Rte 103, house construction. The AO has followed up with the owner for confirmation of a WW permit.
 - The Chair asked for information on a number of pending matters:
 - Armstrong,** Tarbellville road, trailer parked in the FHA. AO has not received any reply to her earlier letter. PC members agreed that the next action should be a certified letter, and potential enforcement actions if the trailer is not removed.
 - Copans,** Rte 103N, construction of a driveway> AO confirmed with the Town Road foreman that the access was permitted by the State; the Road foreman has also issued a Town Highway permit for an access from Roger Hill Road.
 - Baker,** Rte 155 (Blue Spruce Inn). AO had not received any response to her earlier letter informing the owners of the Flood Hazard Area location and the Fire Marshall condemnation of the buildings. The Chair agreed that a site visit to clarify the owners intentions would be helpful.
 - b. Planning Commission Chair
 - i. Rutland Regional Planning Commission sent out information on Act 181 (new land use review framework) training and associated with this a link to

the draft future land use map prepared by RRPC. The proposals do not appear to match the Mount Holly Town Plan land use proposals. Chair will contact RRPC to clarify why not.

5. Correspondence

a. Subdivision proposals

- i. **Garrow:** AO noted that the application has been submitted along with supporting documentation including the Act 250 permit amendment allowing the subdivision, wetlands inventory maps, and a Town highway access permit. Regarding the boundary dispute with his neighbors, AO received a letter from Mr Garrow's lawyer, Chris Corsones. Planning Commissioners asked for more details of the proposed access to each of the three proposed parcels. For parcel 4 the proposed access is along the disputed boundary. Chair asked if there was a survey monument clearly showing the boundary; based on the sketch plan provided, Chair asked if the monument had been moved since it was originally placed. Mr Garrow confirmed it had been moved and that the access was likely in the disputed area. Chair also asked about the location of the access in relation to the identified wetlands. Mr Garrow confirmed that it would be in the wetland buffer zone, and that access was difficult during wet periods. Chair asked if Mr Garrow had considered an access to parcel 4 via parcel 3; he responded that he wanted to avoid. Chair reiterated that it would be worth considering access to parcel 3 via parcel 4 without going through the wetlands, noting the benefits of shared resources for land use. Mr Corsones responded that direct access is preferred by buyers because of concerns about the need for good relationships with those who share ownership; he also noted that shared access was more appropriate in less rural areas. Chair proposed that if the wetland is not to be breached or Act 250 permit is not issued for the desired location, there is the possibility of a second (shared) access. Mr Garrow concurred and confirmed that Act 250 had not approved the access proposals.
- ii. Chair clarified with Mr Garrow that his intention was to sell rather than develop. Chair noted that any future construction would require further Act 250 amendment and noted the responsibility of the PC to consider future construction in its decision. Chair went through the checklist to confirm whether the application could proceed to a public hearing. A number of additions were requested, specifically delineation of the woodland/ wetlands (lot 4), the class 2 wetlands, the archeological site, spring box on the neighboring property, to add into parcel box details "no construction proposed" in the two lots with no construction (3 and 4), add existing access drive and the possible access drive, and to reference the Act 250 permit in the notes. Commissioners Schulz and Andrew Seward

proposed that the revised plat be reviewed before setting a time for a public hearing, noting that moving straight to hearing may involve more cost to Mr Garrow. Chair proposed that the review of plat would be on the next meeting agenda when a hearing can be scheduled.

- iii. **Siegordner:** Mr Siegordner had provided more details of the State Highway permit for a new access to his property (previously the subject of a sub-division in 2021). Commissioners were concerned that the new access would cut into the buffer to be maintained alongside the power line and possible encroachment on the naturalized stream buffer. The documentation was unclear and so the AO and Chair agreed to make a site visit to clarify.

b. Email/Other: none

6. New Business:

- a. None

7. Unfinished Business

- a. Subdivision Regulations revision process: Chair informed that Cavendish was holding an informational meeting which may provide a potential model, although it is not strictly comparable since they are opting for a DRB model. He will report back at the next meeting.

8. Public Comments: Commissioner Michel noted upcoming meetings regarding the future of Star Lake.

9. Upcoming meetings

- a. Regular meeting: May 21st 2025 at 7:00 pm

10. Meeting adjourned at 9.03 pm.

For the Commission,

Faith Tempest, Planning Commission Clerk

In draft form until approved on 21st May 2025

A video recording of this meeting can be found at: <https://okemovalley.tv/mount-holly-planning-commission-423>