

**BOLTON PLANNING & ZONING COMMISSION**  
**Regular Meeting**  
**7:30 p.m., Wednesday, April 1, 2020**  
***Virtual Meeting Conducted via Zoom***  
**Minutes & Motions**

**Members Present:** Chairman Adam Teller, Vice Chairman James Cropley, Christopher Davey, Benjamin Davies, Arlene Fiano, Thomas Manning, Thomas Robbins and Alternates Rodney Fournier and Marilee Manning

**Members Excused:** Jeremy Flick (Alternate)

**Staff Present:** Patrice Carson, AICP, Consulting Director of Community Development, Jim Rupert, Zoning Enforcement Officer, and Yvonne Filip, Recording Secretary

**1. Call to Order:** Chairman A. Teller called the meeting (being conducted virtually through Zoom) to order at 7:32 p.m.

**2. Approval of Minutes: February 12, 2020 Regular Meeting Minutes**

**T. Manning moved** to approve the minutes of the February 12, 2020 regular meeting as presented. **A. Fiano seconded.** Vote: 4-0-3 (Cropley, Davey, Davies). Motion passed.

**3. Residents' Forum:** No audience members wished to speak.

**4. Staff Reports:**

J. Rupert reported he met with Steve Penny and Andrew Ladyga about the Lyndale Property. They are working on an application and are waiting for the surveyor to submit the site plan. The application should be submitted and available for the next meeting. J. Rupert suspects it will be for a special permit, in which case a public hearing would be needed. The expected types of permits for this time of year are not coming in right now.

P. Carson stated she has been working on Sustainable CT and learning how to set up and navigate Zoom. She and Jim are also working on an email that will soon be distributed to the business community that lists some resources available for businesses. Staff remains available for the community via email and telephone. Please do not hesitate to contact us.

T. Manning asked if the printed application received in the packet is the way it comes off of the online program. A. Teller noticed it indicates the application is in review view. Is there another view that can be printed so PZC can see it differently? Staff has been trying to figure out a way for the applications to be printed for better viewing before it gets to the approved application and may have to talk to ViewPoint for assistance.

J. Cropley asked if J. Rupert continues to do inspections? J. Rupert replied "yes", he is doing exterior inspections and in unoccupied structures. Interior inspections at occupied spaces are being done through video views, such as Facetime.

**5. Old Business:**

**a. Other:** There was none.

## 6. New Business

### a. Discussion/Possible Decision: Site Plan Application for Farm Stand and Sign; 344 West Street, Heidi Luck (#PL-20-3 & #PL-20-4)

Heidi Luck was present. She has started a cut flower business and wants to sell locally at a farm stand on her property. H. Luck will also be selling wholesale and offering workshops on the farm. The plan is to break apart the stone wall along the front of the farm to create a parking area and situate the portable farm stand. It is wet behind the stone wall so trap rock will be laid for the parking area of 36' x 50'. Five cars would fit in the intended parking lot. This allows cars to move off of Route 85 for safety. The sign will be white with black lettering, no lighting. A. Teller confirmed with the applicant the areas impacted are out of the state's right-of-way.

J. Cropley heard the building will not be permanent – is that correct? H. Luck indicated that is correct. The farm stand will be situated on wood on the ground so it can be moved around.

A. Teller stated the PZC has been thinking about allowing farm stands via a general permit. The application process does not make sense for this purpose. Farms should be allowed to have a farm stand for selling what is grown or produced on the premises. H. Luck thought the online application process was difficult to navigate through.

P. Carson asked if the farm stand will operate year-round or on a seasonal basis? H. Luck answered the farm will operate year-round with the offering of wreaths and workshops during the winter months. She anticipates the stand being closed from mid-December to mid-April. A. Teller confirmed with the applicant there will be no lighting for the parking area. T. Manning suggested he would make the parking area deeper although the proposed size may work for her purpose. H. Luck will post little signs with arrows showing where customers should park.

J. Rupert stated this is a simple application and stands on its own merit.

**A. Teller moved** to approve Heidi Luck's Site Plan application # PL-20-3 for a farm stand and #PL-20-4 for a sign at 344 West Street, in accordance with the plans submitted with her application. **J. Cropley seconded.** Vote 7-0-0. Motion passed.

A. Teller added that he feels farm operations should be able to get stands to sell its products on site. Bolton PZC should consider simplifying the regulations to allow a farm stand as a general permit rather than having to go through the application process and pay a larger fee.

H. Luck thanked the PZC members and invited them to visit the stand.

### b. Application/Discussion/Possible Decision: Modification of Site Plan, Construction of Additional Paved Area, 837 Boston Turnpike, Able Coil and Electronics Co. (#PL-20-5)

Steven Rockefeller and Andrew Bushnell were present. The applicant is requesting an increase to the rear paved parking lot. The detention basin was relocated from where they want to add increased space. This will allow for better maneuverability for tractor trailers and extra snow storage. Able Coil has two storage trailers filled with materials to be sold. This new area will allow access to/from the storage trailers without tracking debris or mud. The area will be for overflow parking. There has been extensive improvement for storm water treatment. A. Bushnell added it has been determined the detention pond is large enough for the additional impervious surface. A rip rap berm will catch any debris from the parking area and keep the area from scouring. The lighting plan was revised as the proposed additional parking area demanded changes. There will continue to be no light pollution off of the site or into the street.

Staff indicated the current bond is sufficient due to work that has already been completed. The Fire Marshall did not have an issue with the additional pavement.

**A. Teller moved** to approve Able Coil & Electronics Co.’s modification of an approved Site Plan for construction of additional paved area at 837 Boston Turnpike, application #PL-20-5, in accordance with the plans submitted as “Plan Prepared For Howard Road Realty, LLC, 837 Boston Turnpike, Bolton, CT” (2 sheets) dated: 11/7/2018, revised through 3/30/2020, Lighting Plan (1 sheet) dated: 1/2/2020, which is conditioned on the following modifications:

1. The following four items will be addressed to the satisfaction and approval of the Town Engineer:
  - a. There is a conflict with proposed contours 666 & 668 along the east side of the cut-off swale. Please review and revise as necessary. Additionally, the swale gets narrower as it makes the turn to the west. This could be a potential choke point. The bottom of the swale should maintain a constant width.
  - b. Calculations shall be provided for the proposed swale to be sure that it has adequate capacity and that the rip rap outlet protection is properly sized for the proposed flows.
  - c. A rip rap berm shall be proposed around the inlet pipe to the stormwater basin. The berm will create a forebay that can be cleaned periodically.
  - d. Spot elevations shall be provided along the east edge of the expanded pavement area to help delineate the toe of the slope for the berm to create the swale.
2. All conditions from the original approval shall be incorporated except as modified with this approval.

The Planning and Zoning Commission finds with these conditions and modifications, in addition to previous approval conditions that shall be met, the plan meets the requirements of the Bolton Zoning Regulations. **J. Cropley seconded.** Vote: 7-0-0. Motion passed.

S. Rockefeller stated the project has been challenging, but it continues to move forward. He hopes this will be a good addition to the community. PZC members agreed that it is.

**c. Other**

T. Manning reported the CRCOG Regional Planning Commission March 19, 2020 meeting was cancelled because of COVID-19.

**7. Correspondence:** There was none.

**8. Adjournment:**

**J. Cropley moved** to adjourn the *virtual* meeting at 8:21 p.m. **A. Fiano seconded.** Vote: 7-0-0. Motion Passed.

Respectfully Submitted,

Yvonne B. Filip

Yvonne B. Filip, Planning & Zoning Commission Recording Secretary

*Please see minutes of subsequent meetings for approval of these minutes and any corrections hereto.*