

**BOLTON PLANNING & ZONING COMMISSION**  
**Regular Meeting**  
**7:30 p.m., Wednesday, October 12, 2022**  
**Virtual**  
**Minutes & Motions**

**Members Present:** Chairman Tom Manning, Arlene Fiano, Jeffrey Scala, Thomas Robbins, and Alternates Tom Crockett, Rodney Fournier, Kawan Gordon (joined at 8:01 p.m.)

**Members Excused:** Vice Chairman James Cropley, Jeremy Flick, Brittany Clark

**Staff Present:** Patrice Carson, AICP, Consulting Director of Community Development, Michael D'Amato, Interim Zoning Enforcement Officer (joined at 8:52 p.m.), and Yvonne Filip, Recording Secretary

**Others Present:** Gregg Fedus, Nathaniel Fleming, Walter Craven, Asif Choudhry

**1. Call to Order:** T. Manning called the meeting to order at 7: 32 p.m. T. Manning seated T. Crockett for J. Cropley and R. Fournier for J. Flick.

**2. Approval of Minutes: September 14, 2022, Regular Meeting Minutes**  
**T. Crockett moved** to approve the minutes of the September 14, 2022, Regular Meeting. **T. Manning seconded.** Vote: 5-0-1 (Scala). Motion passed.

**3. Residents' Forum:** No one present wished to speak on a non-agenda item.

**4. Staff Reports**

**T. Robbins moved** to move this item to the end of the meeting. **T. Crockett seconded.** Vote: 6-0-0. Motion passed.

P. Carson reported:

- She is not sure what is going on with the B&B application as no revised plans or information to address Staff comments have been received. She suggested the applicant withdraw the application without prejudice. However, the applicant wants to continue as long as he can.
- 271 Hop River Road application – tonight is the first time that staff has seen revised plans. Comments were sent to the applicant last Thursday, October 6.
- Calls about building structures. Only one of those was about an accessory dwelling unit.

T. Crockett: Has anyone called inquiring about affordable housing? P. Carson: No.

M. D'Amato reported:

- Moving forward with finalizing the details of 1225 Boston Turnpike.
- Working and followed up with Howard Road. We have received comments from the Town Engineer. We are moving in the right direction now.
- Working to get 299 Hop River Road a use permit.

- Looking at finishing up with Dollar General; there are some bonded items that are not complete, such as drainage, lighting, and landscaping.
- An issue has been identified with the online permitting system for taking in applications. The issue is that multiple instances of permits for the same address are being created. We are trying to identify what the issue is to fix it and get the applications materials in one place.

## **5. Public Hearings (begin at 7:30 p.m.)**

### **a. CONTINUATION: Special Permit Application for Bed & Breakfast, 60 Villa Louisa Road, (A Villa Louisa), Asim Etern (#PL-22-7)**

J. Scala recused himself from this hearing. P. Carson stated the applicant sent an email granting an extension until the November 9, 2022 meeting. Plans were not ready. That will run out all of the timeframes with this extension.

**R. Fournier moved** to continue this hearing until the November 9, 2022 meeting at 7:30 p.m. via Zoom. **T. Crockett seconded.** Vote: 5-0-0. Motion passed. The hearing is continued.

### **b. Modification of Special Permit Application for Gas Station/Convenience Store, 271 Hop River Road, Nathaniel Fleming (#PL-22-8)**

P. Carson read the public hearing notice into the record. T. Manning would like the applicant to present the new plans but PZC cannot act on the application this evening without staff review.

Gregg Fedus, Fedus Engineering, representing the applicant shared the plans showing the project starting with a clean slate by putting up a new building. This allows the dispensers to be moved back from Hop River Road and provides better traffic circulation. The plan has been approved by Inland Wetlands which includes a connection to the Hop River Trail. This third revision of the site plan addresses some of the comments from Town staff. The curb cuts have been narrowed based on CT DOT comments. Parking will be in the front and on the west side of the building. There will be a drive-thru and bypass lane and additional room for fire and truck movement. There will be a filter strip draining into the detention basin. The proposed well location has received state approval. The septic system will be on the eastern side of the site. The plan meets all of the zoning requirements. The lot coverage is very low as is impervious coverage. Parking requirements maximum required is 25 spaces; there are 23 and that does not include the spaces at the pumps. There is one van accessible space. The majority of the junkyard has been cleaned up. There will be lighting at the entrance and the exit to the site. The lighting will shed a bit of light off the property but from a safety standpoint it is best to light up the driveways. CT DOT did not have a problem with them. The lights could be moved but it may not be the most practical thing to do. There is no proposed change, other than inserts to the existing free-standing sign close to the property line; there is no increase of square footage, no proposed light, and no increase in the height of the sign. We are working through understanding the regulations that do not allow any canopy signage while the existing one does have CITGO on it and it will remain as a CITGO station. A landscaping plan is included. Sight lines were shown with the actual speed rather than the posted speed limit. There are four charging locations shown. The trail to the back did include the approved stream crossing per Inland Wetlands Agent; this will be a wood timber pedestrian walk bridge.

Walter Craven, designer of the structural and architectural renderings shared the plans of the 4,998 sq. ft, type 5 building. Mechanicals will be at the back of the building. There will be no dining areas inside or outside.

K. Gordon: Does the drainage off the roof go below ground and away from the building? G. Fedus: The building drains into the 4 bay area of the detention basin underground. T. Robbins: Will there be any signs for the drive-thru? G. Fedus: There will be directional signs and painting on the pavement for the drive-thru. There will be a separate application for the sign package. P. Carson: Are there any comments from PZC regarding the architectural view of the building? T. Manning: This is good quality architecture for this type of building and based on what he sees it is within the town's design guidelines.

P. Carson: The ADA space comment is based on being as close as possible to the doorway. Where will the EV spaces be? G. Fedus: Showed two stations in order for each to charge two vehicles at a time. P. Carson: The PZC may allow the light spillage into the highway for safety as long as it is not blinding for someone trying to turn in; she will check on a waiver. The proposed sign light has been removed. Has the public water system been approved? G. Fedus: We think it has been approved but we do not have the paperwork yet. Asif Choudhry: It has been approved. J. Scala: There is something in the packet about the public water system.

A. Choudhry: Is a waiver possible on the bond for the site improvements? G. Fedus: There are two bonds required – one for the E&S controls and one for the site improvements. The regulations say the PZC may require these. They would appreciate the PZC's thoughts to grant a waiver or a reduction in the amount. P. Carson: Any application that has been taken in a completion bond was required. G. Fedus: Will work with Staff to get an appropriate number. Audience of Citizens: There were no citizens who wanted to comment.

**T. Manning moved** to continue the public hearing to the next PZC meeting on Wednesday, November 9, 2022, via Zoom, beginning at 7:30pm. **R. Fournier seconded**. Vote 6-0-0. Motion passed.

T. Manning seated K. Gordon for B. Clark at 8:36 p.m. The PZC moved to New Business next.

## **6. Old Business**

### **a. Discussion/Possible Decision: Special Permit Application for Bed & Breakfast, 60 Villa Louisa Road, (A Villa Louisa), Asim Etem (#PL-22-7)**

The public hearing was continued so no action was taken on this item.

### **b. Discussion/Possible Decision: Modification of Special Permit Application for Gas Station/Convenience Store, 271 Hop River Road, Nathaniel Fleming (#PL-22-8)**

The public hearing was continued so no action was taken on this item.

### **c. Discussion: Regulations Regarding the Cultivation, Sale, and Distribution of Adult Use Cannabis Bolton PZC (#PL-22-6)**

P. Carson stated that staff has not heard comments from any commissioners. T. Manning felt this will be a good discussion for the next meeting and thinks zoning maps will be helpful.

d. **Other:** There was none.

## 7. New Business

a. **Discussion/Decision: Request for Extension of Time to File Plans with Town Clerk under Zoning Regulations Section 16B.5.b.: Special Permit Application for Veterinary Hospital/Veterinary Emergency Care, 233 Boston Turnpike & 12 Williams Road (Bolton Vet), Veterinarians of Eastern Connecticut LLC (#PL-22-3)**

P. Carson stated the applicant has asked for another 90-day extension to February 2023.

**R. Fournier moved** to grant a 90-day extension of time from November 7, 2022 to February 5, 2023 to file plans with the Town Clerk's office as allowed by and in accordance with Section 16B.5.b. Endorsement and Filing of the Bolton Zoning Regulations for all approvals granted under Permit #PL-22-3 for Veterinarians Of Eastern Connecticut LLC, which application and plans were approved by the Planning and Zoning Commission on May 11, 2022. **T. Robbins seconded.** T. Manning asked if it was known what the issues are? P. Carson said she believes the issue is still with hiring additional vets and ordering of materials. Vote 7-0-0. Motion passed.

b. **Discussion/Decision: Schedule of 2023 Regular Meeting Dates**

**T. Crockett moved** to approve the 2023 Planning and Zoning Commission Regular Meeting dates schedule as presented and file it with the Town Clerk's Office as required by statute. **R. Fournier seconded.** Vote 7-0-0. Motion passed.

c. **Other:** There was none.

## 8. Correspondence

P. Carson: The Town Clerk received a letter of resignation from Brittany Clark. She has moved out of town. According to Charter, within 90 days the PZC has the authority to appoint a person to serve until November 2023. Alternate members of the same party are given first choice as a courtesy. B. Clark was a Republican. If the PZC does not appoint someone within those 90 days, the BOS can then appoint someone. This will be on the next agenda.

T. Manning attended the regional planning meeting in September. Five towns got money for various improvements. This was a very informative discussion.

## 9. Adjournment

**T. Crockett moved** to adjourn the meeting at 9:01 p.m. **J. Scala seconded.**

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.*