

**BOLTON PLANNING & ZONING COMMISSION
REGULAR MEETING
7:30 PM, WEDNESDAY, JUNE 14, 2023
BOLTON TOWN HALL, 222 BOLTON CENTER ROAD
In-Person and Via Zoom**

MINUTES

PZC Members Present In-Person: Chairman Tom Manning, Rodney Fournier, Thomas Robbins, Alternate Tom Crockett

PZC Members Present Via Zoom: Vice-Chair James Cropley, Alternates Kawan Gordon, Steven Clark

PZC Members Absent: Arlene Fiano, Jeremy Flick, Jeffrey Scala

Staff Present Via Zoom: Patrice Carson, AICP, Consulting Director of Community Development, Michael D'Amato, Interim Zoning Enforcement Officer, Recording Secretary Linda H. McDonald

Others Present in-person: Michael Bugnacki

Others Present via zoom: Andrew Ladyga

1. Call to Order: Chairman T. Manning called the meeting to order at 7:31 p.m. T. Crockett was seated for J. Scala. K. Gordon was seated for A. Fiano. S. Clark was seated for J. Flick.

2. Approval of Minutes:

T. Crockett MOVED to APPROVE the regular meeting minutes of May 10, 2023 as presented. J. Cropley SECONDED. By roll call vote, the MOTION CARRIED 5:0:2 with S. Clark and R. Fournier abstaining.

3. Residents' Forum: No one came forth to speak.

4. Staff Reports:

P. Carson reported she has been working with the Wetlands Agent on the trail request form for DEEP for the trail connection from 271 Hop River Road gas station/convenience store to the trail. She, Mike D'Amato and other staff met with a landowner regarding a conservation subdivision application. She and Mike D'Amato met with Andrew Ladyga to discuss ideas he has for his property. She and the Town Administrator met with the Capital Region Council of Governments (CRCOG) on a stakeholder meeting to determine what kind of things CRCOG could help the Town of Bolton with, like a building official position that could be shared among towns to fill in when there is a Building Official absent and could that be done with a planning position, as well as what sort of economic development type of things was the town embarking on. She said CRCOG is supposed to be coming out with a draft report for the town to review and she will share that with the commission.

T. Manning suggested she share with CRCOG how the town could get a water system in order to develop affordable housing and how the town could get the restrictions on the sewers lifted. P. Carson responded that she was not sure if CRCOG had the ability to change any of that. The restrictions on the sewer come from a federal grant given to the town.

P. Carson reported she and M. D’Amato spoke with the Town Administrator and the Town Clerk and it seems like everything has been reviewed with the codification of the regulations except for the Charter because the Charter was changed mid-process of the codification process.

M. D’Amato reported has been working on enforcement issues, nothing that would require strong action at this point. He and the building department staff have been working on improvements to the zoning applications through the OpenGov portal to make them less redundant and function more smoothly for residents. M. D’Amato noted the most applicable regulatory change to come out of the last legislative session was that motor vehicle dealers and repairs no longer need certificates of location from the Zoning Board of Appeals. The certificates can be handled through the PZC and verified administratively by staff.

K. Gordon inquired about House Bill 6890 (Work Live Ride) and referred to the examples of transit-oriented housing units developed in Old Saybrook and Essex built on septic systems that M. D’Amato shared with the commission at the April meeting. K. Gordon asked M. D’Amato if he has any update on his research on the capabilities that may be surrounding that type of housing under that particular program. K. Gordon also asked what the most applicable case or possibility would be if that were to come to fruition in Bolton considering the challenges and known limitations and how much of this type of housing would the town be able to support and what would be required to support those dwellings.

M. D’Amato said he will pull information from the smaller-scale units in Essex.

5. Old Business:

a. Other: None.

6. New Business:

a. Application: Zoning Regulation Amendments to Sections 6.A.14 and 8B.2.b. to Amend Traditional Multiple Dwelling Complexes for (the Elderly) Seniors and Allow in NB Zone, Michael Bugnacki (#PL-23-4)

M. Bugnacki explained he had an informal meeting about a year ago with the Commission to discuss the idea of creating elderly apartments on a parcel he owns in the Neighborhood Business Zone, but not allowed due to the restraints of the current regulations. He said he is proposing a smaller series of multiple one-level, handicap accessible units for seniors, one bedroom, 1,000 square feet. A building is currently approved for the lot.

P. Carson said this application requires a public hearing and referral to CRCOG. She noted a mistake in the town regulation in Section 6a.15 of the regulations regarding “Open Space Conservation Development Multiple Dwelling Complexes (see section D)”. She said there is no section D and the section that should be referred to is 7A.4. and asked and received the applicant’s permission to add that to the amendment he is presenting so that it is correct.

T. Manning MOVED to receive application #PL-23-4 of Michael Bugnacki for Zoning Regulation amendments to Sections 6.A.14 and 8B.2.b. to amend traditional multiple dwelling complexes for (the Elderly) seniors and allow in Neighborhood Business Zones and to set a public hearing for Wednesday, July 12, 2023, 7:30 p.m. at Bolton Town Hall, 222 Bolton Center Road, in-person and virtual. J. Cropley SECONDED. By roll call vote, MOTION CARRIED 7:0:0.

b. Discussion: Bolton Subdivision and Zoning Regulations:

T. Manning explained the commission had started going through, a while ago, the zoning regulations page by page but that is not how he would prefer to do it. He said he would like to see an over-arching change to the regulations, not to any of the purposes. He said he is not trying to change the Plan of Conservation and Development (POCD) or state law or anything like that. He thinks the commission could accomplish the public interest in the POCD with a different structure and said no matter what kind of development, it will not happen if the people do not want it. He said the basic idea is that he would like to turn more of the review of the regulations over to staff. He would prefer that a lot of the things that are permitted now only by special permit or requiring a public hearing to be as-of-right. He said he believes Bolton only needs two zones; a higher density mixed-use zone and a lower density residential zone.

T. Manning said his memo to the commission was to get a discussion started and polled the members if they were willing to enter into this kind of discussion and then take the specific issues up piecemeal. After hearing from each member, the general consensus was a willingness to do this.

P. Carson suggested the staff could check off what they would feel comfortable handling and condense site plan regulations. Her opinion is the regulations need to keep the current semblance of the zones and the focus could be on narrowing down the regulations, making them easier to use.

T. Manning said the next step is to discuss with P. Carson and Mike D'Amato the development of an outline of how the commission could proceed on this.

c. June 15, 2023 CROG Regional Planning Meeting

T. Manning noted the upcoming meeting and asked that if anyone had anything they would like him to bring up at that meeting to let him know.

d. Other: None.

7. Correspondence: There was no correspondence.

8. Adjournment: J. Crolley MOVED to adjourn the meeting at 8:40 p.m. T. Robbins SECONDED. MOTION CARRIED 7:0:0.

Respectfully submitted by Linda H. McDonald

Linda H. McDonald

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