

**BOLTON PLANNING & ZONING COMMISSION**  
**REGULAR MEETING**  
**7:30 PM, WEDNESDAY, MARCH 13, 2024**  
**BOLTON TOWN HALL, 222 BOLTON CENTER ROAD**  
**In-Person and Via Zoom**  
**MINUTES**

**PZC Members Present In-Person:** Chairman Tom Manning, Marilee Manning, Thomas Robbins, Alternate Diane DeNunzio

**PZC Members Present Via Zoom:** Alternates Tom Crockett and Kawan Gordon

**PZC Members Absent:** Vice-Chair James Cropley, Steven Clark, Arlene Fiano, Jeremy Flick

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

**Others Present In-Person:** Andrew Ladyga

**1. Call to Order:** T. Manning called the meeting to order at 7:30 p.m. K. Gordon was seated for A. Fiano. T. Crockett was seated for J. Flick. D. DeNunzio was seated for J. Cropley.

**2. Approval of Minutes: February 14, 2024**

T. Crockett MOVED to APPROVE the regular meeting minutes of February 14, 2024 as presented. T. Robbins SECONDED. MOTION CARRIED 6:0:0.

**3. Residents’ Forum:** No member of the public wished to speak.

**4. Staff Reports**

P. Carson reported the codified zoning regulations are now available on the town’s website. She is about halfway through reviewing the draft codification of the subdivision regulations and the commission may have the draft to review before the next regular meeting. She and M. D’Amato met with someone possibly interested in doing an over-55 housing development and have been working on the zoning issues memo that the commission will discuss tonight.

M. D’Amato reported he had a discussion with a person relocating back to town who wishes to keep four ducks on her property that is less than two acres in size. Included in the zoning regulation criteria are references to “poultry” and later in the section it makes reference to “hens” and there is a specific allowance for someone to have to six hens on residential property without meeting all of the other setback requirements that all of the other farm animals would require. She asked if the term “hens” could be interpreted more widely so that she could have the four ducks on her property. M. D’Amato said this was the question staff posed to the Chairman last week. Discussion followed on the interpretation of the regulation. T. Manning asked staff for some suggestions for the regulation and possibly the commission could take it up as part of the changes to the regulations.

M. D’Amato said staff met with Alltown Fresh to review and understand their plan to hold some small pop-up community-type events. This activity falls within their outdoor dining approvals.

**5. Old Business**

**a. Other:** No other old business.

## **6. New Business**

**a. Other:** No other new business.

## **7. Ongoing Discussion: Bolton Subdivision and Zoning Regulations**

The commission members reviewed the staff's suggested revisions on the Bolton Zoning Regulations.

T. Crockett said these changes would make Bolton look more interested in growth and make the process to get anything through zoning less cumbersome.

M. D'Amato noted, with any regulations he drafts for other towns, he tries to push the commissions to the point where they are at the end of their comfort level. He said regulations, at this point, are not going to encourage any development to come forward, unless they are already coming forward. The regulations impact how they feel about development and what they tell other developers. The zoning regulations should be flexible, nimble, and easy to understand.

K. Gordon agreed it is a good approach if the regulations can be streamlined. He said you are headed in the right direction if the regulations are fluid and flexible yet still able to convey what needs to be conveyed to protect and make sure things are safe.

P. Carson noted, by streamlining the way things work, the commission would also be fulfilling one of the goals of the Plan of Conservation and Development (POCD). She said staff will get together some suggested language for the regulations as outlined and start setting this up so that the commission could take it all to a public hearing.

T. Manning said the commission has not discussed the simplified table of permitted uses. He would like to see the table as part of the zoning regulations. This table was developed by staff and shows business and industrial uses in those zones and combines all the uses allowed in those zones and how they are allowed; by site plan or special permit and identifies things they think do not require a special permit or could be done at a staff level and not necessarily have to come to the Commission. P. Carson said in order to incorporate the table into the zoning regulations, changes would have to be made to the zones and the special permit sections of the regulations as well. T. Manning would like the commission to discuss the table at the next meeting.

**8. Correspondence:** P. Carson asked if anyone wished to attend the Connecticut Federation of Zoning Agencies annual meeting on March 28, 2024.

**9. Adjournment:** D. DeNunzio MOVED to adjourn the meeting at 8:38 p.m. M. Manning SECONDED. MOTION CARRIED 6:0:0.

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.*