

BOLTON PLANNING & ZONING COMMISSION
SPECIAL MEETING
7:30 PM, WEDNESDAY, JANUARY 10, 2024
BOLTON TOWN HALL, 222 BOLTON CENTER ROAD
In-Person and Via Zoom
MINUTES

PZC Members Present In-Person: Chairman Tom Manning, Jeremy Flick, Marilee Manning

PZC Members Present Via Zoom: Vice Chair James Cropley, Thomas Robbins, Alternates Kawan Gordon, Diane DeNunzio

PZC Members Absent: Arlene Fiano, Alternates Steven Clark, Tom Crockett

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

1. Call to Order: T. Manning called the meeting to order at 7:31 p.m. K. Gordon was seated for A. Fiano. D. DeNunzio was seated for S. Clark.

2. Approval of Minutes: December 13, 2023

M. Manning MOVED to APPROVE the regular meeting minutes of December 13, 2023 as presented. J. Flick SECONDED. By roll call vote, MOTION CARRIED 5:0:2 with A. Gordon and D. DeNunzio abstaining.

3. Staff Reports

P. Carson reported she has been working on codification of the regulations.

M. D'Amato shared a slide presentation and narrative on his research of examples of high-density affordable rental housing on septic in Connecticut. The information included the number of units, type of unit use, land size, units per acre, construction costs and appraisal and cost. He provided an example of a building profit and loss model, which showed, at current market prices, the example building portfolio would sell for significantly lower than the cost of the project. M. D'Amato answered questions and said it is not realistic to set density arbitrarily in the regulations without a project on the table.

T. Manning said affordable appears in two places in zoning regulations, listed in the special permit in the RMUZ and the GMUIZ. One of the special permit uses is a multi-family complex, and as part of that, there has to be 20% affordable units. Discussion followed on obstacles for developers and different approaches the commission could take in the zoning regulations, including the option of having an inclusionary zoning requirement.

T. Manning shared that he attended a course in affordable housing and current thoughts are to let developers do smaller projects within the single-family zones to create a more diverse mix of housing. He thanked M. D'Amato for his presentation.

4. Old Business

a. DISCUSSION/POSSIBLE DECISION ON BOND RELEASE REQUEST: Site Improvement Bond for Dollar General, 1100 Boston Turnpike, Garrett Homes, LLC (#PL-21-5)

P. Carson explained \$21,078.56 is being held in a bond for that site. The drainage ditch and as-built have been completed and have approval from the Town Engineer. The engineer found on his last inspection, there was some landscaping that was problematic, primarily on the berm. She said it was agreed to with Garrett Homes that the parties involved would meet on site in the spring, decide what trees needed to

be replaced and with what, have them do that work and hold the bond for that work until it is sure the trees will stay alive. It was decided that holding \$10,000 of the bond would cover that work.

T. Manning MOVED to reduce the Garrett Homes Site Improvement Bond from \$21,078.56 to \$10,000 which will be retained for proposed site improvements associated with 1100 Boston Turnpike that have not been completed as requested by Garrett Homes LLC and as reviewed and approved by Town Engineer Joseph Dillon. J. Cropley SECONDED. By roll call vote, MOTION CARRIED 7:0:0.

5. New Business

a. 2024/25 Biennial Appointment to CRCOG Regional Planning Commission

M. Manning MOVED that Tom Manning and James Cropley (Alternate) be appointed as the Planning and Zoning Commission representatives on the CRCOG Regional Planning Commission. J. Flick SECONDED. Upon request from K. Gordon, any CRCOG meeting information will be shared with all the members. MOTION CARRIED 7:0:0.

6. Ongoing Discussion: Bolton Subdivision and Zoning Regulations

T. Manning put forward formatting and clarifying changes he would like made to the zoning regulations amended codification document.

P Carson said she would present the proposed changes to CRCOG for approval and then to be included in the amended codification document. A public hearing needs to be scheduled to adopt the amended codification with all the changes.

T. Manning MOVED to hold a hybrid public hearing on Wednesday, February 14, 2024, beginning at 7:30pm virtually and at 222 Bolton Center Road, to consider updates and amendments to the Zoning Regulations which include:

1. A complete reorganization of the Regulations to improve functionality and useability;
2. Updates to the Chapter, Article and Section numbering format;
3. Minor non-substantive changes to improve consistency amongst the use of terms and resolve document conflicts.

J. Flick SECONDED. By roll call vote, MOTION CARRIED 7:0:0.

7. Correspondence: There was no Correspondence.

8. Adjournment: J. Cropley MOVED to adjourn the meeting at 8:39 p.m. J. Flick SECONDED. By voice vote, 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.