

BOLTON PLANNING & ZONING COMMISSION
REGULAR MEETING AGENDA
7:30 PM, WEDNESDAY, FEBRUARY 11, 2015
BOLTON TOWN HALL, 222 BOLTON CENTER ROAD

1. Call To Order
2. Approval of Minutes:
October 15, 2014 Special Meeting Minutes & January 14, 2015 Regular Meeting Minutes &
January 28, 2015 Special Meeting Minutes
3. Residents' Forum (Public Comment for items *NOT* on the agenda)
4. Report of the Zoning Enforcement Officer
5. Old Business
 - a. *DISCUSSION*: Regulations for the Keeping of Poultry
 - b. *REVIEW/DISCUSSION*: 2014 – 2015 Priorities List
 - c. Other
6. New Business
 - a. Other
7. Plan Of Conservation & Development Discussion
8. Correspondence
9. Adjournment

RECEIVED

FEB 06 2015

Town Clerk of Bolton

**BOLTON PLANNING & ZONING COMMISSION
SPECIAL MEETING
7:30 PM, WEDNESDAY, OCTOBER 15, 2014
BOLTON TOWN HALL, 222 BOLTON CENTER ROAD**

RECEIVED

OCT 16 2014

MOTIONS

Town Clerk of Bolton

Members Present: Chairman Eric Luntta, James Cropley, Thomas Manning, Adam Teller, Carl Preuss, Arlene Fiano

Members Excused: Vice-Chair Jeffrey Scala, Nancy Silverstein (Alternate), Neal Kerr (Alternate), and Christopher Davey (Alternate)

Staff Present: Jim Rupert, Zoning Enforcement Officer and Linda H. McDonald, Recording Secretary

Others Present: Barry Ellison Jr., P. E., Eric Olivieri and Robert Munroe (left the meeting at 7:40 p.m.)

1. Call to Order: Chairman E. Luntta called the meeting to order at 7:35 p.m. There was a quorum.

The special meeting was suspended at 7:45 p.m.

2. Continuation of Public Hearing for Re-subdivision application for Bakerfeld Subdivision, 4 lots, 160 Hebron Road, EOJ Properties LLC:

A. Teller MOVED to CLOSE the public hearing for the re-subdivision application for the Bakerfeld Subdivision, 4 lots, 160 Hebron Road, EOJ Properties LLC. J. Cropley SECONDED. MOTION CARRIED 6:0:0.

The special meeting resumed at 8:25 p.m.

3. Old Business

- a. Review/Discussion: Re-subdivision application for Bakerfeld Subdivision, 4 lots, 160 Hebron Road, EOJ Properties LLC:

A. Teller MOVED to APPROVE EOJ Properties LLC's 4-lot re-subdivision, application #PL-14-2, in accordance with the plans known as "Bakerfeld Re-Subdivision Prepared For EOJ Properties, LLC", dated: August 2, 2014 & 07/06/14, revised: through 10-1-14, 6 sheets, conditioned and subject to the following conditions:

1. To meet Subdivision Regulation Section 4 - Open Space, the Planning and Zoning Commission accepts the tender of the Conservation Easement of 0.71 acres as shown on said plans and a payment of a \$7,250.00 fee in lieu of open space which payment shall be divided \$1,812.50 per lot and each installment of which shall be required to be paid to the Town of Bolton upon the sale or transfer of such lot. The open space fee per lot of \$1,812.50 shall be either stated in the deed for each lot or recorded as a lien against each lot.

The boundaries of the easement as shown on the plan shall be marked by Town-provided medallions in accordance with Town Staff recommendations for placement.

The easement documents shall be in a form acceptable to the Town Attorney submitted in a form acceptable to the Town Attorney and shall be recorded prior to the sale of any lot

2. All other deeds and easements regarding this property including, but not limited to drainage easements and road frontage conveyances shall be in a form acceptable Town Attorney and recorded prior to the sale of any lot.

3. The re-subdivision approval letter shall be placed on the mylars to be recorded in the Office of the Town Clerk.

4. This approval is subject to compliance with any comments or requirements of the Health District and the Town Engineer.

5. All appropriate seals and signatures of the design professionals for this plan shall be on the plans before the mylars are recorded.

6. The curtain drain abandonment and the plugs on lots 2, 3, and 4 shall be completed and inspected by the Town Engineer before the sale of any of those lots.

7. The replacement of the pipe on School Road right-of-way on the lot 2 all be subject to the posting of a performance bond of \$1,500.00 prior to the issuance of a building permit for lot 2.

The Planning and Zoning Commission finds under Zoning Regulation Section 11F. Irregular Lots that lot 4 meets the intent of that regulation and is acceptable based upon dimensions being within the rules that may be applied under that Section.

The Planning and Zoning Commission further finds that with these conditions the plan meets the requirements of the Subdivision Regulations of the Town of Bolton.

J. Cropley SECONDED. MOTION CARRIED 6:0:0.

4. Correspondence

5. Adjournment: J. Cropley MOVED to ADJOURN the meeting at 8:47 p.m. A. Teller SECONDED. MOTION CARRIED 6:0:0.

Respectfully submitted by Linda H. McDonald

RECEIVED

OCT 17 2014

Town Clerk of Bolton

BOLTON PLANNING & ZONING COMMISSION
SPECIAL MEETING
7:30 PM, WEDNESDAY, OCTOBER 15, 2014
BOLTON TOWN HALL, 222 BOLTON CENTER ROAD

MINUTES & MOTIONS

Members Present: Chairman Eric Luntta, James Cropley, Thomas Manning, Adam Teller, Carl Preuss, Arlene Fiano

Members Excused: Vice-Chair Jeffrey Scala, Nancy Silverstein (Alternate), Neal Kerr (Alternate), and Christopher Davey (Alternate)

Staff Present: Jim Rupert, Zoning Enforcement Officer and Linda H. McDonald, Recording Secretary

Others Present: Barry Ellison Jr., P. E., Eric Olivieri and Robert Munroe (left the meeting at 7:40 p.m.)

1. Call to Order: Chairman E. Luntta called the meeting to order at 7:35 p.m. There was a quorum.

The special meeting was suspended at 7:45 p.m.

2. Continuation of Public Hearing for Re-subdivision application for Bakerfeld Subdivision, 4 lots, 160 Hebron Road, EOJ Properties LLC:

E. Luntta stated that he listened to the audio of the prior meeting.

Barry Ellison Jr., Professional Engineer with Alliance Engineering, spoke on behalf of the applicant. He said the Town of Bolton has agreed to take the conservation easement on the property. He addressed the concerns and comments of the Board at the prior public hearing meeting and asked that the fee in lieu of open space be reduced 50% to \$7,250.00 in consideration of the giving of the conservation easement.

J. Rupert stated he concurred with the comments of B. Ellison.

E. Luntta read into the record email correspondence from Administrative Officer Joyce Stille to Patrice Carson regarding "Approval of Town taking Conservation Easement".

A. Teller said the Commission does not have a copy of the conservation easement document for review by the Town Attorney as required as part of the application. A. Teller commented that there is a drainage pipe under the driveway partly in the town right-of-way which is considered a public improvement and a bond should be set by the Commission.

J. Rupert said there is another mechanism for the applicant to obtain a permit for the drainage pipe when the driveway is constructed with a bond estimated at that time and posted by the applicant.

B. Ellison proposed, as a condition of approval, that the applicant would do the removal and plugging of the pipes and the existing curtain drain and construction of the drainage swales before any lots are sold.

A. Teller proposed a condition of approval that the curtain drain plug could be done before any lots are sold and inspected by the Town Engineer.

A. Teller proposed a condition of approval that the School Road right-of-way along lot 2 be subject to the posting of a performance bond of \$1,500.00 at the time a building permit is issued for lot 2.

A. Teller read into the record the following list of documents in record for the EOJ Properties LLC's 4-Lot Re-Subdivision Application (Bakerfeld Subdivision)/160 Hebron Rd:

- October 13, 2014: Review Letter from Joseph M. Dillon, PE: Approval, No Conditions
- September 29, 2014: Email from Joyce Stille: Approval of Town taking Conservation Easement
- September 23, 2014: Review Letter from Joseph M. Dillon, PE to Inland Wetlands Commission
- September 23, 2014: Inland Wetlands Permit #2014-8 with 4 Conditions
- September 23, 2014: Memo from Patrice Carson, AICP: Public Hearing Explanation
- September 5, 2014: Receipt of \$850 Engineering Fee
- September 8, 2014: Review Letter from Patrice L. Carson, AICP
- September 8, 2014: Appraisal of Real Property for 160 Hebron Road
- September 3, 2014: Public Hearing Sign Notice Affidavit
- September 2, 2014: Letter from Joseph M. Dillon, PE: Original Review Letter
- September 2, 2014: Engineering Review Fee Estimation
- August 29, 2014: Certified Mail Receipts
- August 22, 2014: Public Hearing Legal Notice
- August 8, 2014: Email Between Barry Ellison-Holly Hood RE: Septic Standards
- August 7, 2014: Review Memo from Holly Hood, RS
- August 6, 2014: Email from Ray Walker RE: House Numbers & Sprinklers
- August 5, 2014: Letter from John P. Ianni, MS RE: Wetlands Mapping
- August 7, 2014: Re-Subdivision Application #PL-14-2
- August 2, 2014: Subdivision Plans, Revised through 10-1-14, 6 pages including Title Page; Boundary, Topography & Existing Features; Proposed Lot Layout; Site Development Plan; E&S Control and Landscaping Plan; Soil Data; Drainage Report
- The bonding estimates on the subdivision site plan (not dated)

A. Teller MOVED to CLOSE the public hearing for the re-subdivision application for the Bakerfeld Subdivision, 4 lots, 160 Hebron Road, EOJ Properties LLC. J. Cropley SECONDED. MOTION CARRIED 6:0:0.

The special meeting resumed at 8:25 p.m.

3. Old Business

- a. Review/Discussion: Re-subdivision application for Bakerfeld Subdivision, 4 lots, 160 Hebron Road, EOJ Properties LLC:

Board discussion followed on reducing the fee-in-lieu of open space, applying it to three or four lots, and the taking of the conservation easement by the Town of Bolton.

A. Teller MOVED to APPROVE EOJ Properties LLC's 4-lot re-subdivision, application #PL-14-2, in accordance with the plans known as "Bakerfeld Re-Subdivision Prepared For EOJ Properties, LLC", dated: August 2, 2014 & 07/06/14, revised: through 10-1-14, 6 sheets, conditioned and subject to the following conditions:

1. To meet Subdivision Regulation Section 4 - Open Space, the Planning and Zoning Commission accepts the tender of the Conservation Easement of 0.71 acres as shown on said plans and a payment of a \$7,250.00 fee in lieu of open space which payment shall be divided \$1,812.50 per lot and each installment of which shall be required to be paid to the Town of Bolton upon the sale or transfer of such lot. The open space fee per lot of \$1,812.50 shall be either stated in the deed for each lot or recorded as a lien against each lot.

The boundaries of the easement as shown on the plan shall be marked by Town-provided medallions in accordance with Town Staff recommendations for placement.

The easement documents shall be in a form acceptable to the Town Attorney and shall be recorded prior to the sale of any lot.

2. All other deeds and easements regarding this property including, but not limited to drainage easements and road frontage conveyances shall be in a form acceptable to the Town Attorney and recorded prior to the sale of any lot.

3. The re-subdivision approval letter shall be placed on the mylars to be recorded in the Office of the Town Clerk.

4. This approval is subject to compliance with any comments or requirements of the Health District and the Town Engineer.

5. All appropriate seals and signatures of the design professionals for this plan shall be on the plans before the mylars are recorded.

6. The curtain drain abandonment and the plugs on lots 2, 3, and 4 shall be completed and inspected by the Town Engineer before the sale of any of those lots.

7. The replacement of the pipe on School Road right-of-way on the lot 2 all be subject to the posting of a performance bond of \$1,500.00 prior to the issuance of a building permit for lot 2.

The Planning and Zoning Commission finds under Zoning Regulation Section 11F. Irregular Lots that lot 4 meets the intent of that regulation and is acceptable based upon dimensions being within the rules that may be applied under that Section.

The Planning and Zoning Commission further finds that with these conditions the plan meets the requirements of the Subdivision Regulations of the Town of Bolton.

J. Cropley SECONDED. MOTION CARRIED 6:0:0.

4. Correspondence: Discussion followed on correspondence from the Board of Selectmen Public Safety and Facilities sub-committee regarding the approval of the Town taking the conservation easement for the Bakerfeld Re-Subdivision.
5. Adjournment: J. Cropley MOVED to ADJOURN the meeting at 8:47 p.m. A. Teller SECONDED. MOTION CARRIED 6:0:0.

Respectfully submitted by Linda H. McDonald

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

**BOLTON PLANNING & ZONING COMMISSION
REGULAR MEETING
7:30 PM, WEDNESDAY, JANUARY 14, 2015
BOLTON TOWN HALL, 222 BOLTON CENTER ROAD**

RECEIVED

JAN 16 2015

Town Clerk of Bolton

MINUTES & MOTIONS

Members Present: Chairman Eric Luntta, Vice-Chair Jeffrey Scala, Adam Teller, Arlene Fiano, Neal Kerr (Alternate), and Christopher Davey (Alternate)

Members Excused: Carl Preuss, Thomas Manning (listening in by telephone), James Cropley, Nancy Silverstein (Alternate)

Staff Present: Patrice Carson, AICP, Director of Community Development and Linda H. McDonald, Recording Secretary

Others Present: Ken Morin, Barry Ellison, Jr., P.E., Eric Olivieri, Luisa Parreira, Joaquim Parreira

1. Call to Order: Chairman E. Luntta called the meeting to order at 7:32 p.m.

N. Kerr was seated for J. Cropley and C. Davey was seated for C. Preuss.

2. Approval of Minutes:

Approval of the special meeting minutes of October 15, 2014 was tabled to a future meeting.

A. Teller MOVED to APPROVE the special meeting minutes of December 8, 2014 as written. C. Davey SECONDED. MOTION CARRIED 5:0:1 with N. Kerr abstaining.

A. Teller MOVED to APPROVE the regular meeting minutes of December 10, 2014 as written. J. Scala SECONDED. MOTION CARRIED 5:0:1 with E. Luntta abstaining.

3. Resident's Forum (Public Comment for items not on the agenda): No public comment.

4. Old Business:

a. Other: There was no other old business.

5. New Business:

a. Discussion/Possible Decision: Application to modify Re-subdivision Approval for Bakerfeld Subdivision, 4 lots, 160 Hebron Road, EOJ Properties LLC:

Barry Ellison of Alliance Engineering, representing Eric Olivieri, said the applicant is asking to have the note removed from the mylars regarding the stipulation to sprinkler the three new houses in the Bakerfeld subdivision as the mylars have not yet been filed and that the new regulations for fire protection that went into effect on January 1, 2015 no longer require sprinklers.

A. Teller MOVED to APPROVE EOJ Properties LLC's application to modify the approval of re-subdivision application #PL-14-2 (Bakerfeld Re-subdivision) to remove the requirement found in General Notes #1 on page 4 of 6 of the approved Re-subdivision Plans known as "Bakerfeld Re-Subdivision Prepared for EOJ Properties, LLC", dated: August 2, 2014 & 07/06/14, revised: through 10-1-14, 6 sheets, which states, "All proposed houses to be serviced by individual sprinkler systems designed and installed in accordance with applicable Town of Bolton Zoning and/or other governing regulations." Section 3C of the Zoning Regulations which required individual sprinklers has since been amended effective on January 1, 2015 and is no longer in effect. J. Scala SECONDED.

A. Teller made note that the PZC significantly relaxed the portion of Section 3C of the Zoning Regulations that would have required that a subdivision as small as three lots to bear this burden and this is the kind of situation that the Commission was well aware of when the vote was taken and should be consistent since no actual activity has taken place yet. He said the applicant should get the benefit of the relaxed regulation.

MOTION CARRIED 6:0:0.

b. Discussion/Possible Decision: Request to extend time to file mylars with the Town Clerk for Bakerfeld Subdivision, 4 lots, 160 Hebron Road, EOJ Properties LLC:

After brief discussion with the Board, the applicant determined that this request for extension of time to file the mylars was not necessary and respectfully withdrew this request.

c. Discussion: Regulations for the keeping of poultry: E. Luntta said the ZEO is having difficulty enforcing the current regulation and would like to give revision of this regulation high priority.

P. Carson said staff will draft a regulation for the Commission to review prior to the next meeting.

d. Other: A. Teller MOVED to add to the agenda the application request by Luisa Parreira to modify the approval of the special permit PL-14-1 to convert a residence to a 30 seat restaurant at 180 West Street to change the dumpster location originally shown and approved on the north side of the parking lot to the opposite or south side of the parking lot. J. Scala SECONDED. MOTION CARRIED 6:0:0.

P. Carson said that the ZEO has asked that the Commission look at this application to determine whether it could be handled by staff or if it should come before the Commission.

Luisa Parreira said customers would be looking out onto the dumpster through the dining room windows at the restaurant in its current location. She said the dumpster would be fenced if moved to the proposed new location.

Discussion followed on how changing the location would affect pick-up of the dumpster by the trash hauler and the effect on the abutting property owner.

Consensus of the Commission is that this is a minor site plan modification and can be handled by staff. P. Carson asked L. Parreira to provide a letter from the abutter stating he is ok with the move and said that the Town Engineer would review the modification as well.

P. Carson said someone wishes to run a yoga studio in 1,000 square feet previously occupied by Amazing Flooring in the England building. This activity would be a change of use in the commercial zone. Discussion followed on whether this would require a special permit.

A. Teller read the part of Section 3A23 of the Zoning Regulations (Change of Use) which states: "Notwithstanding the requirements of Sections 8A2b, 8B2b and 9B1b, the Zoning Enforcement Officer may issue a Zoning Permit for a Change of use in a commercial or industrial zoning district to another use permitted by right in such zone, subject to the Minor Modification provisions of Section 3A21."

Discussion followed. Recommendation from the Board to staff was to have applicant provide, in writing, name of owner, number of employees, number of classes per day, number of students per class, hours of operation, and any internal modifications to the building and for staff to look at the parking standards. The consensus of the Commission was, upon approved review from staff, the ZEO could issue a Zoning permit.

6. Plan of Conservation and Development Discussion (POCD): P. Carson reported there have been requests from some town commissions to provide input to the PZC regarding the POCD. P. Carson will extend an invitation to the Town committees, boards and commissions to attend the January 28, 2015 POCD meeting at 7:00 p.m. meeting so the PZC can listen to their input. The town website has been updated with POCD links on the homepage to keep the public informed on the process.
7. Correspondence: P. Carson reported correspondence regarding a referral from CRCOG about Glastonbury revising regulations on having chickens, the CT Federation of Planning & Zoning Agencies Annual Conference on March 26, 2015, the CT Land Use Law for Municipal Land Use Agencies, Boards and Commissions training on March 21, 2015, and a letter of resignation from the PZC Board Clerk. C. Davey stated he would like to attend the Land Use Law training.
8. Adjournment: J. Scala MOVED to ADJOURN the meeting at 8:28 p.m. A. Teller SECONDED. MOTION CARRIED 6:0:0.

Respectfully submitted by Linda H. McDonald

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

**BOLTON PLANNING & ZONING COMMISSION
SPECIAL MEETING
7:00 PM, WEDNESDAY, January 28, 2015
BOLTON TOWN HALL, 222 BOLTON CENTER ROAD**

**RECEIVED
JAN 30 2015
Town Clerk of Bolton**

MINUTES (Unapproved) & MOTIONS

Members Present: Chairman Eric Luntta, Jeffrey Scala, Arlene Fiano, Adam Teller (arrived at 7:10), Christopher Davey (Alternate seated for Carl Preuss), Neal Kerr (Alternate seated for Jim Cropley), Nancy Silverstein (Alternate seated for Thomas Manning)

Members Excused: Thomas Manning, Carl Preuss, James Cropley

Staff Present: Patrice Carson, AICP, Director of Community Development

Others Present: Glenn Chalder, Planimetrics, members of various Town Boards and Commissions

1. Call to Order: Chairman E. Luntta called the meeting to order at 7:05pm.

2. DISCUSSION: Plan of Conservation and Development

Eric Luntta explained that the PZC had invited Boards and Commissions to give their input to the POCD process and thanked those present for attending. The PZC already has the input from Board Questionnaires, the Kick-Off Public Meeting and the telephone surveys that have been done. They will continue to receive comments from Boards and Commissions and the public up to a certain point because the PZC is working under a statutory time frame to have a draft POCD by June, public hearing in the summer-September sometime, and final adoption by December. All information is very easy to find on the Town's Website.

Glenn Chalder welcomed the audience and reviewed work done on the POCD to date. He reviewed preliminary maps that have been created through GIS to look at land use, zoning, state and town owned lands, and open space.

The Commission heard from representatives of the Friends of Bolton Lakes (what uses commercial and recreational might be acceptable around the lake), Conservation Commission (addressing the protection of archeological resources), Economic Development (clear, concise and predictable development process and consideration of drive-thru windows for additional businesses under certain circumstances) and Board of Finance (being able to fund the necessary projects ahead and balancing economic and residential development). Attendees were encouraged to keep up with the process by following along on the website and continue their input by email to the Director of Community Development and to attend future meetings.

The next meeting is Wednesday, February 25, 2015 from 7:00-9:00pm where Natural Resources and Development Issues will be discussed, and in March Infrastructure will be discussed.

3. Adjournment: J. Scala MOVED to ADJOURN the meeting at 8:35pm. A. Teller SECONDED. MOTION CARRIED 7:0:0.

Respectfully submitted by Patrice L. Carson

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

Proposed Amendments to the Bolton Zoning Regulations
Amending Section 6A.10 regarding Keeping of Poultry

Current Regulation:

- 6A.10 Keeping of livestock or poultry for domestic purposes only. A Site Plan Review shall be required if more than three (3) head of livestock and/or more than twenty (20) head of poultry are proposed for keeping simultaneously. In addition:
- a. The lot or parcel upon which one livestock or 20 head of poultry are kept or pastured shall have a minimum area of two (2) acres;
 - b. After the first head of livestock the lot or parcel shall contain one (1) additional acre for each livestock or 20 head of poultry kept or pastured;
 - c. If any livestock or poultry are kept on the premises, an appropriate building shall be provided for the keeping of such livestock or poultry. Such building shall include an attached or adjacent enclosure, either a pit or structure, visually screened from adjacent properties, to which all cleanings shall be confined;
 - d. All areas, buildings and structures for the keeping, housing and pasturing of livestock or poultry shall be located a minimum distance of one hundred twenty-five (125) feet from any street line, forty (40) feet from any side or rear property line and, in addition, one hundred (100) feet from any existing dwelling located on an adjacent property;
 - d. Housing and keeping of animals shall be within the minimum recommended standards of the State of Connecticut Departments of Agriculture and Public Health. Animals shall be housed in permanent buildings and shall be provided with fencing and sanitation for their security and welfare. They shall be so kept as to not create a hazard or nuisance.

Proposed Amendments:

- 6A.10 Keeping of livestock or poultry for domestic purposes only.
- a. **Poultry:** *No more than six (6) hens may be kept on any property located in residence zoning districts as a non-commercial accessory use as of right. No rooster shall be kept on the property.*
 - b. **Livestock:** A Site Plan Review shall be required **to keep** if more than three (3) head of livestock. ~~and/or more than twenty (20) head of poultry are proposed for keeping simultaneously. In addition:~~
 1. The lot or parcel upon which one livestock ~~or 20 head of poultry are~~ is kept or pastured shall have a minimum area of two (2) acres;
 2. After the first head of livestock the lot or parcel shall contain one (1) additional acre for each livestock ~~or 20 head of poultry~~ kept or pastured.;
 - c. If any livestock or poultry are kept on the premises, an appropriate building shall be **required** ~~provided for the keeping of such livestock or poultry~~. Such building shall include an attached or adjacent enclosure, either a pit or structure, visually screened from adjacent properties, to which all cleanings shall be confined.;
 1. All areas, buildings and structures for the keeping, housing and pasturing of livestock ~~or poultry~~ shall be located a minimum distance of one hundred twenty-five (125) feet from any street line, forty (40) feet from any side or rear property

line and, in addition, one hundred (100) feet from any existing dwelling located on an adjacent property;

2. ***All areas, buildings and structures for the keeping, housing and pasturing of poultry shall be located in the rear of the property and shall meet the required yard setbacks.***
- d. Housing and keeping of animals shall be within the minimum recommended standards of the State of Connecticut Departments of Agriculture and Public Health. Animals shall be housed in permanent buildings and shall be provided with fencing and sanitation for their security and welfare. They shall be so kept as to not create a hazard or nuisance.

Comments:

Should there be a (maximum) square footage for the fenced enclosure or buildings required?, i.e., ***The use shall be confined to a fenced enclosure of no more than 200 square feet in area...***

A building of no more than ___square feet shall be required for the hens, located in the rear of the property and shall meet the required yard setbacks. All such buildings shall be constructed and all food products kept so as to prevent offensive odors and the presence of pests and predators.

**Bolton Planning & Zoning Commission
2013 Priorities Implementation Status;
2013/14 Priorities
Approved by PZC December 11, 2013**

Key to Priority Categories and Timeframes

- H - 6 months
- H-1 - 2 months
- H-2 - 4 months
- H-3 - 6 months
- M - 1 year
- L - 2 years

Administrative / Procedural

Action Item	2012 Priority	2013 Implementation Status	2013 Priorities (staff suggestion)
1. (NEW) Seek funding for additional staff to increase efficiency of office and reduce burden of routine and menial tasks on professional staff and to create and manage paper and digital file system			H-1
2. Create a tracking system for bonds. At present, there is no tickler system for bonds which have deadlines for action.	H-1	On-going; few subdivision bonds left	M

<p>Examples are performance bonds (5 years); E&S bonds (open ended); Maintenance Bonds (2 years). Also, track partial releases.</p>			
<p>3. Begin amassing reference library of important planning reference books. Virtually non-existent.</p>	M	<p>No purchases made under Land Use budget</p>	M
<p>4. Design standard sub-file organization that will be applied to all applications.</p>	M	<p>Implemented for new applications and on-going; No time or resources for retrofit of old files</p>	M
<p>5. Create filing system for PZC applications. The system is now a hybrid of addressed based filing, name of subdivision alphabetical filing, and name of developer / property owner. Subdivisions, site plans, and special exceptions are all intermixed. Convert to electronic system with tracking capability.</p>	M	<p>No time / capacity to even organize volunteer help</p>	L

Planning

Action Item	2012 Priority	2013 Implementation Status	2013 Priorities (staff suggestion)
<p>1. Maintain low density residential community with opportunities for senior and affordable</p>	<p>H-3</p>	<p>IHOZ application to be submitted soon after meeting with OPM indicating Finding of</p>	<p>H-1</p>

<p>housing; (NEW) submit IHOZ for approval; consider OPM funding for amendments to cluster regulations for affordable set-aside</p>		<p>Compliance with state plan would be forthcoming. Discussed possibilities of OPM grant to pursue cluster modifications which would require a percentage of lots in the affordable range.</p>	
<p>2. Establish more stringent review of development within 200 feet of the Blackledge River; (NEW) add Blackledge River as sensitive area in LID regulations, Section 16A</p>	<p>M</p>	<p>LID adoption town-wide is a step in that direction. Possible consideration for stepped up standards similar to water supply watersheds, Railroad Brook.</p>	<p>M</p>
<p>3. (NEW) Consider more stringent development controls protecting water quality in the Bolton Lakes Watershed in anticipation of higher value development within the watershed; (NEW) Support professional water quality monitoring, water quality analysis, watershed management plan as basis for future regulation changes; hold the line on increases of impervious areas to that existing in current zoning regulations; maintain 50-foot buffer around lake where reasonable alternatives to encroachment exist</p>	<p>L</p>	<p>Water quality monitoring underway with report to follow which should identify sources of water quality degradation. Management Plan to follow which will recommend specific actions. LID in effect which requires stringent LID requirements with pre-treatment. BOS with PZC recommendation requested. Balanced Growth designation for Bolton Lakes Watershed in recognition of its sensitivity, and accepted by OPM</p>	<p>M</p>
<p>4. Push for safety improvements /</p>	<p>H-3</p>	<p>Route 6 Transportation Plan</p>	<p>M</p>

reconfiguration of Notch Road and I-384.		completed and accepted by CRCOG, and made a part of the POCD.	
5. (NEW) Implement Route 6 Corridor Plan; (NEW) Support acquisition of ROW at site of so-called Hop River Business Park; develop Route 6 Hop River Zoning Regulations tailored to Business Park; encourage the town to seek funds for design of business park infrastructure; encourage Town and REDC to establish regional development authority and to enter into tax-sharing agreement – all necessary steps to Business Park development	H-1	Route 6 Zoning Committee Group meeting to develop common regulations for corridor. Different Regulation anticipated for Business Park. REDC and BOS recommended change to include isolated Conservation area as Priority Development, which was denied by OPM.; Town petitioned for Hop River Business Park to be included in Greater Hartford Alliance SEDS	H-2
6. (NEW) Consider Low density zoning for NW corner of Bolton (NEW) in recognition of location in water supply watershed; support open space acquisition; strictly implement LID regulations	M	Status quo	M
7. (NEW) Seek allocation of funding for 2015 POCD (mandatory under CGS, Section 8-23) over 2-year period. Commence planning for process; begin development of RFP for		Joint application with Andover for regional POCDs submitted to OPM	H-1

<p>consulting services; begin discussions about format for process, consideration of POCD Committee as authorized by CGS, Section 8-23</p>			
<p>8. (NEW) Evaluate Expressway ROW parcels from a land use and reuse perspective in support of Board of Selectmen communications with DOT. DOT now undergoing process to determine disposition of parcels in concert with other State agencies and with towns.</p>			<p>H-1</p>
<p>9. (NEW) Plan for seamless integration of Charter Oak Greenway with potential development patterns which may result from development of GMUIZ; pedestrian / bike connectivity to proposed intersection at Route 384 / 44 / 6, and to Route east of the Notch</p>			<p>M</p>
<p>10. (NEW) Participate in the Bolton Center Study overseen by an advisory stakeholder group with final Board of Selectmen approval; Consider inclusion in the Bolton Plan of Conservation & Development.</p>			<p>H-2</p>

Zoning and Subdivision Regulation Changes

Action Item	2011 Priority	2013 Implementation Status	2013 Priorities (staff suggestion)
<p>1. Revisit ZR, Section 3C, Water Supply for Fire Protection (NEW) through Fire Protection Regulations Advisory Committee, consider all options to providing water supply, in accordance with approved Scope of Work; begin implementation of revised regulations and other initiatives</p>	H-1	<p>Committee formed in cooperation with the Board of Selectmen. Scope of Work established, appointments made, first meeting being scheduled. 7 months deadline for completion of work.</p>	H-2
<p>2. Research and implement, if appropriate, possible zoning amendments to allow (NEW) “small” wind power generating facilities</p>	H-1	Not initiated	H-3
<p>3. (NEW) Explore and implement, if deemed appropriate, zoning amendments to encourage small scale solar facilities and to provide reasonable regulations to limit possible impacts</p>		<p><i>IN PROCESS: PUBLIC HEARING COMPLETED, REGULATION BEING AMENDED TO ADDRESS PUBLIC COMMENT</i></p>	H-1
<p>4. Consider amending ZR, Section 11H, Irregular Lots, to place limitations on the numbers of adjoining and total irregular</p>	M	Not initiated	M

lots.			
5. (NEW) Resolve conflicts with ZR Section 15 concerning parking and impervious surface location on lot, and provide consistency with Design Guidelines			H-1
6. (NEW) Resolve conflicts in landscaping requirements in sections of the Zoning Regulations. Consider single consolidated section in regulations with reference to Design Guidelines	H-1	Not completed. Staff created analysis identifying all bonding provisions in the zoning Regulations, and internal conflicts	H-3
7. (NEW) Implement amendments to ZR Section 15Q to allow parking reduction should TDM measures be implemented			Completed
8. Amend Subdivision Regulations to include more standard details (or adopt Haddam model) (NEW) details would be LID-consistent	M	Not initiated	M
9. Amend Subdivision and Zoning Regulations to implement PA 12-182 (Bonding)(NEW) explore need for amendment exempting special permits from bonding restrictions and implement if necessary	H-1	Completed for Site Plans and Subdivisions	H-1
10. Consider amending SR, 6.4 to	M	Not initiated	M

delete requirement for conditional approval of DOT permit			
11. (NEW) Amend Subdivision Regulations to create drainage and design standards consistent with an LID approach to drainage			H-1
12. Draft revised regulations concerning chicken / fowl			H-3
13. Resolve conflicts between lot coverage, building coverage, and impervious coverage			H-1
14. Update Town Zoning Map with assistance from CRCOG		<i>CRCOG produced original Zoning Map in June, 2010. They are checking to see if they retained the file. If so, this could be done at no charge to the Town within 6 months</i>	H-3