

**BOLTON PLANNING & ZONING COMMISSION
SPECIAL MEETING
7:30 PM, WEDNESDAY, JUNE 25, 2014
BOLTON TOWN HALL, 222 BOLTON CENTER ROAD**

MINUTES & MOTIONS

Members Present: Chairman Eric Luntta, Vice-Chair Jeffrey Scala, Thomas Manning, Adam Teller, Carl Preuss, Arlene Fiano, Neal Kerr (Alternate), Nancy Silverstein (Alternate), Christopher Davey (Alternate)

Members Excused: James Cropley

Staff Present: Patrice Carson, AICP, Director of Community Development, Jim Rupert, Zoning Enforcement Officer and Linda H. McDonald, Recording Secretary

Others Present: Richard Treat, Selectman Gwen Marrion, Fire Marshal Ray Walker Jr, Bruce Dixon, Glenn Chalder and others.

- 1. Call to Order:** Chairman E. Luntta called the meeting to order at 7:33 p.m.

N. Kerr was seated for J. Cropley.

- 2. Review/Discussion: Findings/Report from Community Meeting on Plan of Conservation and Development Workshop with Planimetrics**

Glenn Chalder from Planimetrics summarized the findings from the Community Meeting and questionnaires regarding the update of the Bolton Plan of Conservation and Development. He discussed the findings for the three main topics of Conservation, Development and Infrastructure and addressed the Executive Summary in the report.

P. Carson and E. Luntta complimented the work of G. Chalder.

The next step of the process will be advertising for a consultant for the POCD.

Consensus of the Commission is that the Executive Summary should be referenced as a basis for the POCD in the RFP by posting on the website. The telephone survey has not yet been completed, but the survey firm's findings will be included in the report.

Richard Treat asked the PZC to address and correct issues that they had a lack of satisfaction with in the 2005 POCD, for example, open space. Discussion followed.

- 3. Review/Discussion: 2013-2014 Priorities List:**

E. Luntta wants to keep this list on the table for review and consideration by the Board when the POCD is updated. Discussion followed and some of the action items on the list were updated.

- 4. Review/Discussion: Summary Report of Fire Protection Regulations Advisory Committee:**

The members discussed and considered suggestions for drafting amendments for regulations for commercial use including:

- Cistern size

- Substitution of alarm system for a water supply in buildings constructed of non-combustible construction up to 2,500 square feet (Section 3C5.c)
- Options for developers to put in 30,000 gallon cistern, get letter of approval from BOS to reach a development agreement to put in a cistern at a certain time period, create benefit assessment for public improvement
- Pro-rating the cost of installing a cistern among other homes on the street that would also benefit from the cistern being in place
- Changing the square footage threshold for existing sites (Section 3C1.c), set at a fair level
- Create an incentive for the Town to install and pay for a cistern in a location that would be beneficial to the first new business that brings an approvable plan to the PZC
- A lengthy discussion followed on the issues of life safety and property protection in residential and commercial uses
- Master plan for BOS and Fire Department to work together to determine locations and prioritize the installation of cisterns
- Discussion followed on increasing the additional minimum of 1,000 square footage in Section 3C1.c. P. Carson will work with the Fire Marshall to provide the ISO grading schedule for an additional 1,500, 1,700, 2,000 and 2,500 square feet for the next meeting.

5. **Adjournment:** J. Scala MOVED to ADJOURN the special meeting at 9:40 p.m. A. Teller SECONDED. MOTION CARRIED 7:0:0.

Respectfully submitted by Linda H. McDonald, Recording Secretary

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