

**BOLTON PLANNING & ZONING COMMISSION
SPECIAL MEETING
7:30 PM, WEDNESDAY, November 13, 2013
BOLTON TOWN HALL, 222 BOLTON CENTER ROAD**

APPROVED MINUTES

Members Present: Chairman Eric Luntta , Vice Chair Jeffrey Scala, Thomas Manning, Adam Teller, Arlene Fiano, Carl Preuss (Alternate)

Members Excused: James Cropley, Loren Otter, David Treadwell (Alternate)

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

Others Present: Christopher Davey

1. Call to Order: Chairman E. Luntta called the meeting to order at 7:34 p.m.
2. Residents' Forum (Public Comment): No public comment.
3. Old Business: Discussion/Possible Decision: Application of the Bolton Planning and Zoning Commission for amendments to Section 2 (Definitions) and Section 3D of the Bolton Zoning Regulations establishing new regulations for Small-Scale Solar Energy Systems

P. Carson spoke to the changes made to the proposed amendment per comments from the Board and public comments during the hearing. She said the Town Attorney has not yet reviewed the most current revisions.

Board discussion followed and further changes were made to the proposed amendment. Discussion followed on amending the definition for "Solar Energy System, Small". The definition was amended to read: "Solar energy System, Small-Scale – An accessory solar energy collection system that may or may not be interconnected to the local utility electrical grid on the customer's side of the electric meter, generates electricity for direct consumption on the subject property, with capacity no greater than would be necessary to serve the primary use and any permitted accessory uses."

P. Carson will make the changes recommended by the Board and send the amendment to the Town Attorney.

4. New Business:
 - a. Discussion: FY 2014/2015 Budget:

P. Carson said there is approximately \$10,000.00 budgeted for this fiscal year for the Town's update of the Plan of Conservation & Development (POCD) and the Town will re-apply for State

funding for a regional POCD with the Town of Andover. Discussion followed on hiring a consultant to write the POCD or build additional time into the budget for the Town Planner over two fiscal years and how to fund the completion of the POCD. P. Carson suggested that the Commission could do a review of the parts of the plan requiring updates. Consensus of the Board is to request an additional \$35,000.00 to come out of the 2014-2015 capital budget for the update of the POCD. There is also the potential for receiving the regional grant money for this as well. A narrative to the Administrative Officer will include the need for an additional day of staff time (8 hours) for the update of the POCD and a request for Town funds of \$10,000.00 for the current fiscal year, \$35,000.00 for fiscal year 2014-2015 and \$15,000.00 for fiscal year 2015-2016 for three phases of the POCD update.

P. Carson will prepare a draft narrative for Board review at an upcoming meeting before December 19, 2013 deadline for budget submittal to the Administrative Officer.

Discussion followed on the PZC meeting dates schedule. Consensus of the Board is to schedule one regular meeting on the third Wednesday of each month in 2014 and to reserve the Town Hall for the second Wednesday of each month in 2014 with the First Selectman's Office for scheduling potential special PZC meetings.

Consensus of the Board is to add discussion of the POCD to the agenda for the next regular meeting.

The PZC budget worksheet line items for fiscal year 2014-2015 were reviewed. J. Rupert will provide the Board with the year-to-date expenditures for the next meeting.

b. Application: Joseph C. Saur for amendments to Section 2 (Definitions-Impervious Coverage) of the Bolton Zoning Regulations concerning Maximum Impervious Coverage % calculation

A. Teller MOVED to ACCEPT the application of Joseph C. Saur for amendments to Section 2 (Definitions-Impervious Coverage) of the Bolton Zoning Regulations concerning Maximum Impervious Coverage % calculation and to set the public hearing date for December 18, 2013 at 7:45 p.m. in the Bolton Town Hall, 222 Bolton Center Road, Bolton, CT. J. Scala SECONDED. MOTION CARRIED 6:0:0.

5. Other Business: None
6. Correspondence:

Discussion on correspondence included:

- The Draft Update of the Bolton Planning & Zoning Commission 2013 Priorities Implementation Status; 2013/2014 Priorities. This list will be adopted by the Board at a future meeting.

- Correspondence from P. Carson dated October 29, 2013 addressing items from the October 16, 2013 PZC meeting.
 - Board members requested copies of the plan for Bolton Lake written by consultant George Knoecklin.
 - Email from Chris Wood dated October 28, 2013 regarding bonding for special permits. Discussion followed on the revisions to CGS 8-3 and 8-25 and the verification of the removal of the language requiring surety bonds from Section 16A(b) of the Bolton Zoning Regulations. P. Carson will review the regulations regarding bonding and report to the Board.
7. Adjournment: J. Scala MOVED to ADJOURN the meeting at 9:10 p.m. A. Teller SECONDED. MOTION CARRIED 6:0:0.

Respectfully submitted by Linda H. McDonald, Recording Secretary