

BOLTON PLANNING & ZONING COMMISSION
REGULAR MEETING
7:30 PM, WEDNESDAY, July 8, 2026
BOLTON TOWN HALL, 222 BOLTON CENTER ROAD
In-Person and Via Zoom
MINUTES

PZC Members Present In-Person: Chairman Tom Manning, Vice Chair Kawan Gordon, James Cropley, Ellen King, Marilee Manning, Alternate Rhea Klein

PZC Members Present Via Zoom: Eric Loveland, Alternate Peyton Rutledge

PZC Members Absent: Arlene Fiano, Alternate Joshua Lloyd

Staff Present Via Zoom: Patrice Carson, AICP, Consulting Director of Community Development; Michael D'Amato, Zoning Enforcement Officer

Others Present Via Zoom: Alan Bicknell, Jim Loersh

1. Call To Order: T. Manning called the meeting to order at 7:31pm. R. Klein was seated for A. Fiano.

2. Approval of Minutes: June 10, 2026: J. Cropley MOVED to APPROVE the June 10, 2026 meeting minutes as written. M. Manning SECONDED. MOTION CARRIED 7:0:0.

3. Residents' Forum: No residents wished to speak.

4. Staff Reports

P. Carson reported that staff have been working on amendments to the Zoning Regulations Section 450-7.2 Middle Housing for this hearing, inquiries about properties, a meeting with the Cider Mill owner and his attorney to draft regulations.

M. D'Amato added staff attending a CRCOG regional housing growth plan technical advisory committee meeting; still waiting on guidance from OPM.

5. Public Hearings:

a. Application: Amendments to the Zoning Regulations Section 450-7.2 Middle Housing (#PL-26-3)

Chairman Manning opened the public hearing, and P. Carson read the legal notice. No written testimony was received. The Capital Region Council of Governments (CRCOG) reviewed the proposed zoning regulations and found no apparent conflicts with regional plans or neighboring towns. CRCOG had three suggestions to amend the proposed regulation:

1. *Mixed-Use Development definition should align with the broader definition in CGS 8-1a.* Staff did not recommend this change and the PZC agreed.
2. *The Regulation allows perfect sixes by definition and shows them in the building design example but the Regulation doesn't allow flat roofs.* Staff recommended the following additional language to be added at the end of (4) and the PZC agreed:

(4) Roof Types. Gable, hip, gambrel, saltbox and mansard roof types are permitted. *Flat roofs may also be permitted, provided they incorporate architectural features that create visual interest and avoid a blank or monolithic appearance, such as variations in roofline, changes in building height, integrated cornices, overhangs, or similar elements. Roof edge treatments shall be integrated into the overall building design and be consistent with the building's massing, proportions, and architectural composition.*

3. *Dimensional standards table should allow 3 full stories to accommodate perfect sixes.* This has already been amended to agree with CRCOG recommendation.

No comments were received from neighboring towns. The public hearing was opened for testimony, but none was received. No further discussion from the Commission. J. Cropley MOVED to CLOSE the public hearing at 7:50pm. K. Gordon SECONDED. MOTION CARRIED 7:0:0.

6. Old Business

a. Discussion/Possible Decision: Amendments to the Zoning Regulations Section 450-7.2 Middle Housing (#PL-26-3)

E. King MOVED to approve the amendments to the Bolton Zoning Regulations adding Section 450-7.2 Middle Housing in application #PL-26-3 as amended during the public hearing, effective 07/15/2026. J. Cropley SECONDED. MOTION CARRIED 7:0:0.

b. Other: There was no other Old Business.

7. New Business: There was no New Business.

8. Ongoing Discussion

a. Bolton Subdivision and Zoning Regulations

There was no new discussion. The next regulation amendments to discuss will be for an overlay housing zone to address the Cider Mill and Drive-In properties.

9. Correspondence: There was no Correspondence.

10. Adjournment

J. Cropley MOVED to ADJOURN. K. Gordon SECONDED. MOTION CARRIED 7:0:0. Meeting adjourned at 7:56pm.

Respectfully submitted by Patrice Carson

Patrice Carson

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