

BOLTON PLANNING & ZONING COMMISSION

REGULAR MEETING AGENDA

7:30 PM, WEDNESDAY, April 1, 2020

**\*\* VIRTUAL MEETING (see instructions to access this meeting below) \*\***

1. Call To Order
2. Approval of Minutes: February 12, 2020 Regular Meeting Minutes
3. Residents' Forum (Public Comment for items *NOT* on the agenda)
4. Staff Reports
5. Old Business
  - a. Other
6. New Business
  - a. *Discussion/Possible Decision: Site Plan Application for Farm Stand and Sign, 344 West Street, Heidi Luck (#PL-20-3 & #PL-20-4)*
  - b. Other
7. Correspondence
8. Adjournment

**\*\* PLEASE DO NOT COME TO TOWN HALL**

*Town Hall is closed and the meeting will be taking place online or by phone ONLY.  
To access this meeting virtually, please:*

- Call-in: 1-929-205-6099
- When prompted, enter Meeting ID: 898 140 4205
- OR**
- Join Online: <https://zoom.us/j/8981404205>

*Should you require any additional accommodations, please call the Land Use Department at 860-649-8066 x6103 or email us at [pcarson@boltonct.org](mailto:pcarson@boltonct.org)*

**BOLTON PLANNING & ZONING COMMISSION**  
**Regular Meeting**  
**7:30 p.m., Wednesday, February 12, 2020**  
**Bolton Town Hall, 222 Bolton Center Road**  
**Minutes & Motions**

RECEIVED  
FEB 18 2020

Town Clerk of Bolton

**Members Present:** Chairman Adam Teller, Arlene Fiano, Thomas Manning, Thomas Robbins and Alternates Jeremy Flick, Rodney Fournier and Marilee Manning

**Members Excused:** James Cropley, Christopher Davey, Benjamin Davies

**Staff Present:** Patrice Carson, AICP, Consulting Director of Community Development, Jim Rupert, Zoning Enforcement Officer, Yvonne Filip, Recording Secretary

1. **Call to Order:** Chairman A. Teller called the meeting to order at 7:30 p.m. Ms. Manning was seated for C. Davey; R. Fournier was seated for B. Davies; J. Flick was seated for J. Cropley.

2. **Approval of Minutes: January 8, 2020 Regular Meeting Minutes**

R. Fournier moved to approve the minutes of the January 8, 2020 regular meeting as presented. A. Fiano seconded. Vote: 7-0-0. Motion passed.

3. **Residents' Forum:** No audience members wished to speak.

4. **Staff Reports:**

J. Rupert reported:

- The first application (#PL-20-1) using the online system is in process. Staff is working through the system and the public is finding the process an easy one. Staff seems pleased with the system.
- Two administrative zoning applications were processed: one for a 24' x 24' slab on Steeles Crossing Road; the other for propane tanks at 837 Boston Turnpike.
- J. Rupert and P. Carson have met with Atty. Steve Penny regarding the Lyndale Stand property. An application (possibly to amend the regulations) for the property is expected in the near future.

P. Carson added printed applications from the online system look very different from the previous form. A. Teller asked if there is a place for an electronic signature. While there is an electronic signature line, PZC and Inland Wetlands Commission requires an owner's signature who may not always be the applicant. Staff is working through a process of having a letter with a notarized signature submitted that will be scanned and added to the file. A. Teller thinks a "wet" signature is needed, especially for an application that will generate a public hearing or a decision by the PZC. A. Teller prefers the owner to download the face sheet, sign it, and then have it scanned and uploaded. This is important because the record has to be protected. Permits run with the land and may require enforcement years later. J. Rupert commented email communications on an application are automatically stored on the system and any staff member working on the application can see the communication strand. Needed reviews and sign offs, i.e., Fire Marshall, etc., are stored and viewable to anyone reviewing the application.

P. Carson reported Staff has been part of on-going discussions regarding solar on different buildings.

5. **Old Business:**

a. **Other**

A Teller reported the Charter Review Commission held their first meeting last night. There will be a public comment section on the agenda for each monthly meeting. These can be verbal or emailed comments. The Commission has, by statute, one year to create a report. There were some interesting comments at the public hearing, including a discussion on the form of government. P. Carson submitted a question about the required timeframe to elect the PZC officers which is at a time the Commission does

not normally meet. Also, people being on multiple commissions and conflicting meetings, but how that would get resolved where there are few people who volunteer and not having enough to go around.

## 6. New Business

### a. CGS Sec 8-3(m) REQUEST: Extension of Time (to June 22, 2025) to Complete Work

#### Associated with Approvals at 1239 Boston Turnpike, Kevin Byam

Kevin Byam was present. K. Byam is the owner of 1239 Boston Turnpike. He is requesting an extension to complete the work because he has a lot of time and money in the property. This property is right on the town line when entering from Coventry. At the time of the approvals it was thought this would be a good fit for Bolton. The majority of the site work is done and ready for a foundation. He does have the property up for sale. The work completed gives it added value and there is a sewer lateral. This lot was a dumping ground for years that has been cleaned up and maintained. The drainage structure is in place. Because a building and parking lot have not been constructed the pond does not hold water year-round.

Members felt it not unfair to approve the extension given the investment made and the possibility of economic development at this approved site.

**A. Teller moved** to grant an extension of time until June 22, 2025 to complete all work in connection with approvals, and minor modifications of those approvals, granted for the property located at 1239 Boston Turnpike on June 22, 2011 and February 20, 2013, respectively, in accordance with Section 8-3 (m) of the Connecticut General Statutes, as amended. The approval on June 22, 2011 was granted to American Arborists, LLC and owner Kevin Byam to establish a commercial office and associated storage building, outside storage area, parking, and related improvements. The minor modifications on February 20, 2013 were granted to Kevin Byam of Arbor, Turf, and Gardens, LLC to change the size and design of the fire pond/storm water pond, and install a safety fence around the pond. **R. Fournier seconded.** Vote 7-0-0. Motion Passed.

### b. Application: Modification of Special Permit to Allow Beer Sales, 262 Boston Turnpike, Tony Bonito (#PL-20-01)

Tony Bonito, the owner of the Shell station, was present. He has owned the station since 2004. With Cumberland Farms coming in he is doing what he can to keep sales up. The State Liquor Commission told him he has to get a permit from the Town before he can fill out a couple of forms that will allow beer sales. T. Bonito plans to get a couple of "reach in" coolers for the beer. This will be self-service and people will be carded as they are for cigarette sales. No construction is to be done. There are 42 security cameras in the store. Bolton Exxon, LLC owns the land; T&P Services, Bolton Shell owns the gas station; Bonito, LLC will be the beer seller. Mr. Bonito owns 100% of each entity.

J. Rupert reported after checking the regulations extensively he did not find anything prohibiting this. The gas station is in good standing with the Fire Marshall's office after a couple of minor corrections were made. In speaking to the State Trooper on other matters this one did not surface. J. Rupert does not think it would be a concern as other places in Town sell liquor. This location is different in that it sells gas also. J. Rupert can pose the specific question to the Trooper.

**T. Manning moved** to approve Tony Bonito's modification of Special Permit to add the sale of beer at 262 Boston Turnpike, application #PL-20-1, in accordance with Section 8A of the Bolton Zoning Regulations and State of Connecticut DCP Liquor Control Division Grocery Beer Liquor Permit. **T. Robbins seconded.** Vote 7-0-0. Motion Passed.

The gas station hours are 5:00 a.m. – 10:00 p.m. The coolers will have to be covered during the hours that liquor sales are not allowed.

### c. Other: There was none.

## 7. Correspondence

### a. FOI Training – Monday, February 24, 2020

FOI Training will take place at the Town Hall from 7:00-9:00 p.m. A. Teller plans to be here. Members were urged to attend the training session which is always informative. This training is optional and registration is not required. However, the organizer is asking for a count of people planning to attend.

### b. CFPZA Annual Conference – March 26, 2020

Meeting to be held at the Aqua Turf. The presentation will be about affordable housing. There is funding available in the budget if any Members wish to attend. P. Carson would like to suggest Eric Luntta for a length of service award; he served on the PZC and was also Chairman for many years.

## 8. Public Forum: Discussion/Review of Possible Amendments to the Zoning Regulations (time permitting) – Section 2 & 3

- Page 3-19: section 3A.21 is to be moved to section 3A.8.
- Section 3.A.22.: This is a general statement for any site plan or special permit. J. Rupert stated the regular form is used as the noted certificate of approval. This is recorded in the file; all approvals and modifications run with the land. Modifications approved by Staff have not increased the number of parking spaces. 1237 Boston Turnpike has run into a lot of ledge and will result in a minor modification once the engineer does the calculations. If the landscaping plan has to be changed, the minor modification request will have to be seen by PZC. Staff works diligently to create a trail of modifications in the record. This section as is works for Staff and for the applicants.
- Section 3.A.23.: The uses permitted by right are very limited. There is no section 9.B.1b – should that be 9B2b? Why not 9.A.2b – Gateway/Mixed zone – there is nothing allowed by right in this section which is why it is not included. An example used was if a parking requirement does not change and only interior changes are made to an existing structure for a new use a minor modification is not required. A. Teller commented that changing from one category of use to another category of use this section may not work as written. This section may need more work.
- 3.B.1.: This might be good enough as being in accordance with the State statutes, as amended. P. Carson will check the current statute.
- 3.B.1g: This section is changing with Subways and Dunkins' going into gas station/convenience stores. A. Teller asked why PZC has to say no seats, stools, or tables. Restrooms fall under the Health and Building codes. Item 3 – how is the ZEO going to monitor that there are enough people on duty? The attendant has to be able to see what is going on at the pumps. The Fire Marshal reviews the cameras on the back side of the pumps so the attendant can monitor all pumping stations.

A. Teller moved to approve a resolution to present a Certificate of Appreciation to Cathy Gudeahn, the Town's Land Use Secretary, in appreciation of her commitment and contributions to the Town of Bolton and as staff to the Planning & Zoning Commission from May 29, 2001 to February 29, 2020. A. Fiano seconded. Vote: 7-0-0. Motion passed.

Staff will present the certificate to Ms. Gudeahn. J. Rupert reporting a new hire for this position is starting on February 18, 2020.

## 9. Adjournment:

A. Teller adjourned the meeting at 8:54 p.m.

Respectfully Submitted,

Yvonne B. Filip

Yvonne B. Filip, Planning & Zoning Commission Recording Secretary

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

**Planning Permit**

**PL-20-3**

Status: Active

Submitted: Mar 12, 2020

**Applicant**



Heidi Luck

8604022744

hluck@comcast.net

**Location**

344 WEST ST  
BOLTON, CT 06043

**Internal Use**

**Conditions**

--

**Petition Received?**

--

**Date of Newspaper Publication for Public Hearing**

--

**Date of Newspaper Publication of Planning and Zoning Commission Action**

--

**Summary of Planning and Zoning Commission Action**

--

**Bond Required?**

--

**Legal/Technical Review NOT Required**

--

**Date of Planning and Zoning Commission Action**

--

**Date Application Received by Inland/Wetlands Commission (if applicable)**

--

**Date in Inland/Wetlands Commission Action (if applicable)**

--

**Additional Applicant Info**

**Applicant Type**

Owner

**Permit Info**

**Development Title**

--

**Occupancy Type**

Residential

**Building Type**

Site Plan Review

**Permit For**

Site Plan Review Application

**Project Cost**

200

**Work Description**

Farm Stand

Is this a modification of a previously approved application?

No, this is a new application.

**Comments**

--

**Parcels Included in Project**

**Amendment to Zoning Regulations or Change of Zone**

Describe Amendment to Zoning Regulations or Change of Use; provide reason for amendment; demonstrate consistency with Bolton Plan of Conservation & Development:

--

**Additional Project Info**

**Date of Receipt**

--

**Hearing Not Required**

--

**Hearings Commencement Deadline**

--

**Hearings Completion Deadline**

--

**Decision Deadline**

--

**Extended**

--

**Existing Gross Sqft**

0

**Proposed Gross Sqft**

60

**Existing Parking Spaces**

0

**Proposed Parking Spaces**

5

**Total Acreage / Sqft**

--

**Linear Feet**

--

**Disturbed Acres**

--

**Distance to Town Line**

--

**Construction Progress**

**Construction Progress**

0

**Time Spent (hrs)**

--

**Setbacks**

**Front Required**

--

**Front Provided**

0

**Back Required**

--

**Back Provided**

--

**Left Required**

**Left Provided**

--

--

**Right Required**

**Right Provided**

--

--

**Open Space Required**

**Open Space Provided**

--

--

**Lot Coverage Required**

**Lot Coverage Provided**

--

--

**Engineer Information**

**Company Name**

**Engineer Name**

--

--

**Address**

**City**

--

--

**State**

**Zip**

--

--

**Phone**

**Registration #**

--

--

**Insurance Expiration**

**AOR**

--

--

**Email**

--

**Architect Information**

**Company Name**

**Architect Name**

--

--

**Registration #**

**License Expiration**

--

--

**Address**

**City**

--

--

**State**

**Zip**

--

--

**Phone**

**Email**

--

--

**AOR**

--



**Attorney Info**

<b>Name</b>	<b>Address</b>
--	--
<b>City</b>	<b>State</b>
--	--
<b>Zip</b>	<b>Phone</b>
--	--
<b>Email</b>	
--	

**Contractors**

**Other Experts Retained by Applicant**

**Zoning Site Plan and Special Permit Checklist**

<b>All draft deeds for any roads, road widenings and easements for drainage, conservation, driveways, utilities</b>	<b>Evidence of request for approval by the Health District and/or Sewer Authority for review, as appropriate</b>
--	--
<b>Evidence of submission of application to the Inland Wetlands Commission if it is within that Commission's jurisdiction</b>	<b>Evidence of submission of a request for review and approval by the Fire Marshal and Fire Chief of the water supply for fire protection</b>
--	--
<b>Copies of any required applications to other local, state or federal regulatory approvals</b>	<b>Written evidence of applicant's legal interest in the subject property (deed, lease option to purchase, bond for deed, etc.)</b>
--	--
<b>List of mailing address of all current property owners within 500 feet of the subject property, from the Town Assessor records (for special permit only)</b>	<b>List of all hazardous or potentially hazardous materials which will be present on the property with a full description of procedures that will be used to assure safety with the material safety data sheets</b>
--	--
<b>Digital copy of plans in DXF or DGN format if available</b>	<b>Paper and digital copies of all reports including hydrology, hydraulic and drainage computations and</b>
--	--
<b>14 sets of complete stamped and signed site plans measuring 24" x 36</b>	<b>A-2 boundary survey of the subject property showing all existing and proposed boundary lines and markers, easements, adjoining property lines and the names of all current abutting property owners</b>
--	--
<b>Names of abutting lot owners</b>	<b>USDA Soils boundaries and types</b>
--	--



<b>Plan title block in the extreme lower right corner (not sideways) to include the name of the town of Bolton</b>	<b>All plan sheets numbered with the format "sheet x of y"</b>
--	--
	<b>Clear legible plans with all lines, symbols and features readily identifiable</b>
	--
<b>North arrow on each plan including the reference meridian</b>	<b>Graphic bar scale on each plan sheet, not smaller than 1"= 40' unless otherwise approved by the Commission</b>
--	--
<b>Overall plan of site at a smaller scale, with sheet index, if the site does not fit on one sheet at a scale of 1"=40'</b>	<b>Key map at a scale of 1"= 500' showing the relation of the site to abutting properties and streets, shown on plan and zoning district boundaries within 500' of site</b>
--	--
<b>Original and revision plan dates and revision explanations shown on the affected plan sheets</b>	<b>Existing and proposed grading with two foot contours to T-2 standards, for all ground surfaces, shown on plan</b>
--	--
<b>Existing and proposed structures and features, their uses and those to be removed, shown on the plan</b>	<b>HVAC equipment located outside the building(s)</b>
--	--
	<b>Existing and proposed driveway entrances to street, parking, loading areas, fire lanes, sidewalks and construction detail drawings, shown on plan</b>
	--
<b>Sight distances from property entrances along public roads shown on plan and on profile if grading is needed</b>	<b>Soil test locations and soil test results shown on plan</b>
--	--
	<b>Existing and proposed sewage disposal systems and design information, shown on plan</b>
	--
<b>Outside Storage Areas\field</b>	<b>Underground / overhead utilities, existing and proposed</b>
--	--
<b>Existing and proposed water supply shown on plan</b>	<b>Existing wells and sewage disposal systems on other properties that could conflict with proposed site improvements, shown on plan</b>
--	--
<b>Existing and proposed footing drains, curtain drains and dry wells, shown on plan</b>	<b>Existing and proposed drainage systems, any affected floodway or floodplain and construction detail drawings, shown on plan, including base flood elevation and floor elevation data.</b>
--	--
<b>Existing and proposed bridges and culverts on or adjacent to the site, shown on plan</b>	<b>Existing and proposed signs with dimensions and construction detail drawings, shown on plan</b>
--	--
<b>Existing and proposed fences and walls with dimensions and construction detail drawings, shown on plan</b>	<b>Zoning district boundaries affecting the site, shown on plan</b>
--	--

Table shown on plan of zoning dimensions required and provided for lot area, street frontage, lot width, yard setbacks, impervious area, building coverage and the height and floor area of each building

--

New Sidewalks and other pedestrian waysField

--

Limits of wetlands as delineated by a certified soil scientist with the soil scientist's signed certification, shown on plan or a certification signed by a soil scientist that no wetlands are within 100 feet

--

Existing trees of 6" caliper or greater

--

Lighting plan including the location, size, height, light intensity coverage areas and manufacturer's product descriptions for each light type

--

Best management practices to remove contaminants, including sediments and oils, from runoff water, shown on plan, in construct detail drawings, and explained in a report by a qualified professional

--

Perspective color drawings or digital views of the site as seen from adjacent roads and from abutting property lines showing the proposed conditions including buildings, landscaping and appurtenant features

--

Thorough, well organized drainage design report for before and after development conditions, that conforms to the latest Conn. Dept. of Transportation and Conn. Dept. of Environmental Protection guidelines and requirements with appropriate calculations, maps, graphics and narrative descriptions of hydrology, hydraulics, assumptions, erosion controls, drainage paths and systems for the 1, 2, 10, 50 and 100 year storm events

--

Table on plan of parking / loading spaces required / provided

--

Fire lanes

--

Off-site traffic improvements

--

Natural features including 100 year flood plain areas, ponds, vernal pools, aquifers, slopes steeper than 25% and potential areas of endangered species, shown on plan

--

Landscaping plan including the locations, numbers, installed sizes, anticipated mature sizes, species and common names of proposed plants plus cost estimate based on published Connecticut DOT unit prices

--

Significant archaeological sites

--

Erosion and Sedimentation Control Plan, with narrative and construction detail drawings, in accordance with the latest Connecticut Guidelines for Soil Erosion and Sediment Control

--

Architectural elevation drawings of proposed buildings

--

Architectural floor plans of existing and proposed buildings

--

Traffic Impact Report for applicable sites as described in Zoning Regulations Section 16A.2.k.

--

Thorough, well organized drainage design report for before and after development conditions, that conforms to the latest Conn. Dept. of Transportation and Conn. Dept. of Environmental Protection guidelines and requirements with appropriate calculations, maps, graphics and narrative descriptions of hydrology, hydraulics, assumptions, erosion controls, drainage paths and systems for the 1, 2, 10, 50 and 100 year storm events

--

Statement in drainage report that the after development flows for all storm events do not exceed the before development flows

--

Sanitary Waste Disposal Plan (if community sewerage system)

--

Evaluation of the impact of proposed development upon existing and potential public surface and ground drinking water supplies, pursuant to CGS, Section 8-2

Certified copy of Certificate of Public Convenience and Necessity in connection with a "water company", in accordance with CGS, Section 8-25a

Existing and proposed Covenants or Restrictions

Engineer's itemized cost estimate for the installation of all erosion and sediment controls based on published Connecticut DOT unit prices

Engineer's itemized cost estimate for public improvements based on published Connecticut DOT unit prices as basis for the establishment of a performance bond.

Engineer's itemized cost estimate in connection with any restoration guarantee required pursuant to Section 12

Public Hearings

Attachments (1)

pdf Plans
Mar 12, 2020

Timeline

Permit Fee
Status: Paid March 12th 2020, 9:21 am

Application Review
Status: Completed March 12th 2020, 11:31 am
Assignee: Danielle Palazzini

Heidi Luck March 12th 2020, 9:52:33 am

Can I include a new sign application in this review or do I need a separate site plan review? Thank you Heidi

Danielle Palazzini March 12th 2020, 11:34:16 am

Good Morning, Heidi. The sign is a separate application. And it looks like you started one. I do see another application in the system from you.

Heidi Luck March 12th 2020, 11:53:07 am

Yes, thank you . Heidi

Legal/Technical Review
Status: In Progress
Assignee: Patrice Carson

Engineering Approval
Status: Pending

Fire Marshal Approval
Status: Pending

Planning Approval
Status: Pending

Application Approval

3/25/2020

**Status: Pending**

**Bond Received**  
**Status: Pending**

**Legal/Technical Review Release**  
**Status: Pending**

Back of Bolton Farm, LLC - 14 inch wheel

344 West St. Bolton, CT 06043

Driveway

17'-0"

32'-0"

30'-0"

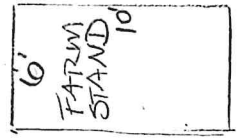
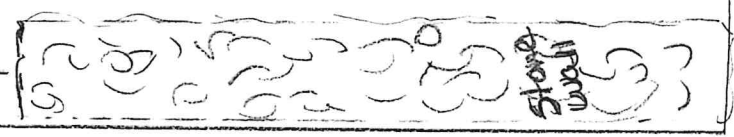
Parking

Hay Field

50'-0"

Proposed Storage

Avg. Parking Spot = 9' x 20'  
5.5 Parking Spots

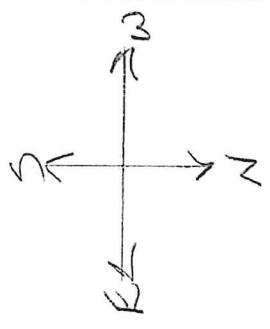


14'-0"

36'-0"

West St  
Street

Back



**Planning Permit**

**PL-20-4**

Status: Active

Submitted: Mar 12, 2020

**Applicant**



Heidi Luck



8604022744



hluck@comcast.net

**Location**

344 WEST ST  
BOLTON, CT 06043

**Internal Use**

**Conditions**

--

**Petition Received?**

--

**Date of Newspaper Publication for Public Hearing**

--

**Date of Newspaper Publication of Planning and Zoning Commission Action**

--

**Summary of Planning and Zoning Commission Action**

--

**Bond Required?**

--

**Legal/Technical Review NOT Required**

--

**Date of Planning and Zoning Commission Action**

--

**Date Application Received by Inland/Wetlands Commission (if applicable)**

--

**Date in Inland/Wetlands Commission Action (if applicable)**

--

**Additional Applicant Info**

**Applicant Type**

Owner

**Permit Info**

**Development Title**

LOB Sign Application

**Occupancy Type**

Residential

**Building Type**

--

**Permit For**

Site Plan Review Application

**Project Cost**

100

**Work Description**

Sign for Luck of Bolton Farm, LLC

Is this a modification of a previously approved application?

No, this is a new application.

**Comments**

--

**Parcels Included in Project**

**Amendment to Zoning Regulations or Change of Zone**

Describe Amendment to Zoning Regulations or Change of Use; provide reason for amendment; demonstrate consistency with Bolton Plan of Conservation & Development:

--

**Additional Project Info**

Date of Receipt

--

Hearing Not Required

--

Hearings Commencement Deadline

--

Hearings Completion Deadline

--

Decision Deadline

--

Extended

--

Existing Gross Sqft

0

Proposed Gross Sqft

18

Existing Parking Spaces

--

Proposed Parking Spaces

--

Total Acreage / Sqft

--

Linear Feet

--

Disturbed Acres

--

Distance to Town Line

--

**Construction Progress**

Construction Progress

0

Time Spent (hrs)

--

**Setbacks**

Front Required

--

Front Provided

--

Back Required

--

Back Provided

--



**Left Required**

--

**Right Required**

--

**Open Space Required**

--

**Lot Coverage Required**

--

**Left Provided**

--

**Right Provided**

--

**Open Space Provided**

--

**Lot Coverage Provided**

--

---

**Engineer Information**

**Company Name**

--

**Address**

--

**State**

--

**Phone**

--

**Insurance Expiration**

--

**Email**

--

**Engineer Name**

--

**City**

--

**Zip**

--

**Registration #**

--

**AOR**

--

---

**Architect Information**

**Company Name**

--

**Registration #**

--

**Address**

--

**State**

--

**Phone**

--

**AOR**

--

**Architect Name**

--

**License Expiration**

--

**City**

--

**Zip**

--

**Email**

--

**Attorney Info**

<b>Name</b>	<b>Address</b>
--	--
<b>City</b>	<b>State</b>
--	--
<b>Zip</b>	<b>Phone</b>
--	--
<b>Email</b>	
--	

**Contractors**

**Other Experts Retained by Applicant**

**Zoning Site Plan and Special Permit Checklist**

All draft deeds for any roads, road widenings and easements for drainage, conservation, driveways, utilities

--

Evidence of submission of application to the Inland Wetlands Commission if it is within that Commission's jurisdiction

--

Copies of any required applications to other local, state or federal regulatory approvals

--

List of mailing address of all current property owners within 500 feet of the subject property, from the Town Assessor records (for special permit only)

--

Digital copy of plans in DXF or DGN format if available

--

14 sets of complete stamped and signed site plans measuring 24" x 36

--

Names of abutting lot owners

--

Evidence of request for approval by the Health District and/or Sewer Authority for review, as appropriate

--

Evidence of submission of a request for review and approval by the Fire Marshal and Fire Chief of the water supply for fire protection

--

Written evidence of applicant's legal interest in the subject property (deed, lease option to purchase, bond for deed, etc.)

--

List of all hazardous or potentially hazardous materials which will be present on the property with a full description of procedures that will be used to assure safety with the material safety data sheets

--

Paper and digital copies of all reports including hydrology, hydraulic and drainage computations and

--

A-2 boundary survey of the subject property showing all existing and proposed boundary lines and markers, easements, adjoining property lines and the names of all current abutting property owners

--

USDA Soils boundaries and types

--

**Plan title block in the extreme lower right corner (not sideways) to include the name of the town of Bolton**

--

**North arrow on each plan including the reference meridian**

--

**Overall plan of site at a smaller scale, with sheet index, if the site does not fit on one sheet at a scale of 1"=40'**

--

**Original and revision plan dates and revision explanations shown on the affected plan sheets**

--

**Existing and proposed structures and features, their uses and those to be removed, shown on the plan**

--

**Sight distances from property entrances along public roads shown on plan and on profile if grading is needed**

--

**Outside Storage Areas\field**

--

**Existing and proposed water supply shown on plan**

--

**Existing and proposed footing drains, curtain drains and dry wells, shown on plan**

--

**Existing and proposed bridges and culverts on or adjacent to the site, shown on plan**

--

**Existing and proposed fences and walls with dimensions and construction detail drawings, shown on plan**

--

**All plan sheets numbered with the format "sheet x of y"**

--

**Clear legible plans with all lines, symbols and features readily identifiable**

--

**Graphic bar scale on each plan sheet, not smaller than 1"= 40' unless otherwise approved by the Commission**

--

**Key map at a scale of 1"= 500' showing the relation of the site to abutting properties and streets, shown on plan and zoning district boundaries within 500' of site**

--

**Existing and proposed grading with two foot contours to T-2 standards, for all ground surfaces, shown on plan**

--

**HVAC equipment located outside the building(s)**

--

**Existing and proposed driveway entrances to street, parking, loading areas, fire lanes, sidewalks and construction detail drawings, shown on plan**

--

**Soil test locations and soil test results shown on plan**

--

**Existing and proposed sewage disposal systems and design information, shown on plan**

--

**Underground / overhead utilities, existing and proposed**

--

**Existing wells and sewage disposal systems on other properties that could conflict with proposed site improvements, shown on plan**

--

**Existing and proposed drainage systems, any affected floodway or floodplain and construction detail drawings, shown on plan, including base flood elevation and floor elevation data.**

--

**Existing and proposed signs with dimensions and construction detail drawings, shown on plan**

Included

**Zoning district boundaries affecting the site, shown on plan**

--

Table shown on plan of zoning dimensions required and provided for lot area, street frontage, lot width, yard setbacks, impervious area, building coverage and the height and floor area of each building

--

New Sidewalks and other pedestrian ways

--

Limits of wetlands as delineated by a certified soil scientist with the soil scientist's signed certification, shown on plan or a certification signed by a soil scientist that no wetlands are within 100 feet

--

Existing trees of 6" caliper or greater

--

Lighting plan including the location, size, height, light intensity coverage areas and manufacturer's product descriptions for each light type

--

Best management practices to remove contaminants, including sediments and oils, from runoff water, shown on plan, in construct detail drawings, and explained in a report by a qualified professional

--

Perspective color drawings or digital views of the site as seen from adjacent roads and from abutting property lines showing the proposed conditions including buildings, landscaping and appurtenant features

--

Thorough, well organized drainage design report for before and after development conditions, that conforms to the latest Conn. Dept. of Transportation and Conn. Dept. of Environmental Protection guidelines and requirements with appropriate calculations, maps, graphics and narrative descriptions of hydrology, hydraulics, assumptions, erosion controls, drainage paths and systems for the 1, 2, 10, 50 and 100 year storm events

--

Table on plan of parking / loading spaces required / provided

--

Fire lanes

--

Off-site traffic improvements

--

Natural features including 100 year flood plain areas, ponds, vernal pools, aquifers, slopes steeper than 25% and potential areas of endangered species, shown on plan

--

Landscaping plan including the locations, numbers, installed sizes, anticipated mature sizes, species and common names of proposed plants plus cost estimate based on published Connecticut DOT unit prices

--

Significant archaeological sites

--

Erosion and Sedimentation Control Plan, with narrative and construction detail drawings, in accordance with the latest Connecticut Guidelines for Soil Erosion and Sediment Control

--

Architectural elevation drawings of proposed buildings

--

Architectural floor plans of existing and proposed buildings

--

Traffic Impact Report for applicable sites as described in Zoning Regulations Section 16A.2.k.

--

Thorough, well organized drainage design report for before and after development conditions, that conforms to the latest Conn. Dept. of Transportation and Conn. Dept. of Environmental Protection guidelines and requirements with appropriate calculations, maps, graphics and narrative descriptions of hydrology, hydraulics, assumptions, erosion controls, drainage paths and systems for the 1, 2, 10, 50 and 100 year storm events

--

Statement in drainage report that the after development flows for all storm events do not exceed the before development flows

--

Sanitary Waste Disposal Plan (if community sewerage system)

--

Evaluation of the impact of proposed development upon existing and potential public surface and ground drinking water supplies, pursuant to CGS, Section 8-2

Certified copy of Certificate of Public Convenience and Necessity in connection with a "water company", in accordance with CGS, Section 8-25a

--

Engineer's itemized cost estimate for public improvements based on published Connecticut DOT unit prices as basis for the establishment of a performance bond.

--

Existing and proposed Covenants or Restrictions

--

Engineer's itemized cost estimate for the installation of all erosion and sediment controls based on published Connecticut DOT unit prices

--

Engineer's itemized cost estimate in connection with any restoration guarantee required pursuant to Section 12

--

### Public Hearings

### Attachments (2)

pdf Plans  
Mar 12, 2020

pdf img021.pdf  
Mar 12, 2020

### Timeline

**Permit Fee**  
Status: Paid March 12th 2020, 11:55 am

**Application Review**  
Status: Completed March 12th 2020, 3:42 pm  
Assignee: Danielle Palazzini

**Legal/Technical Review**  
Status: In Progress  
Assignee: Patrice Carson

**Engineering Approval**  
Status: Pending

**Fire Marshal Approval**  
Status: Pending

**Planning Approval**  
Status: Pending

**Application Approval**  
Status: Pending

**Bond Received**  
Status: Pending

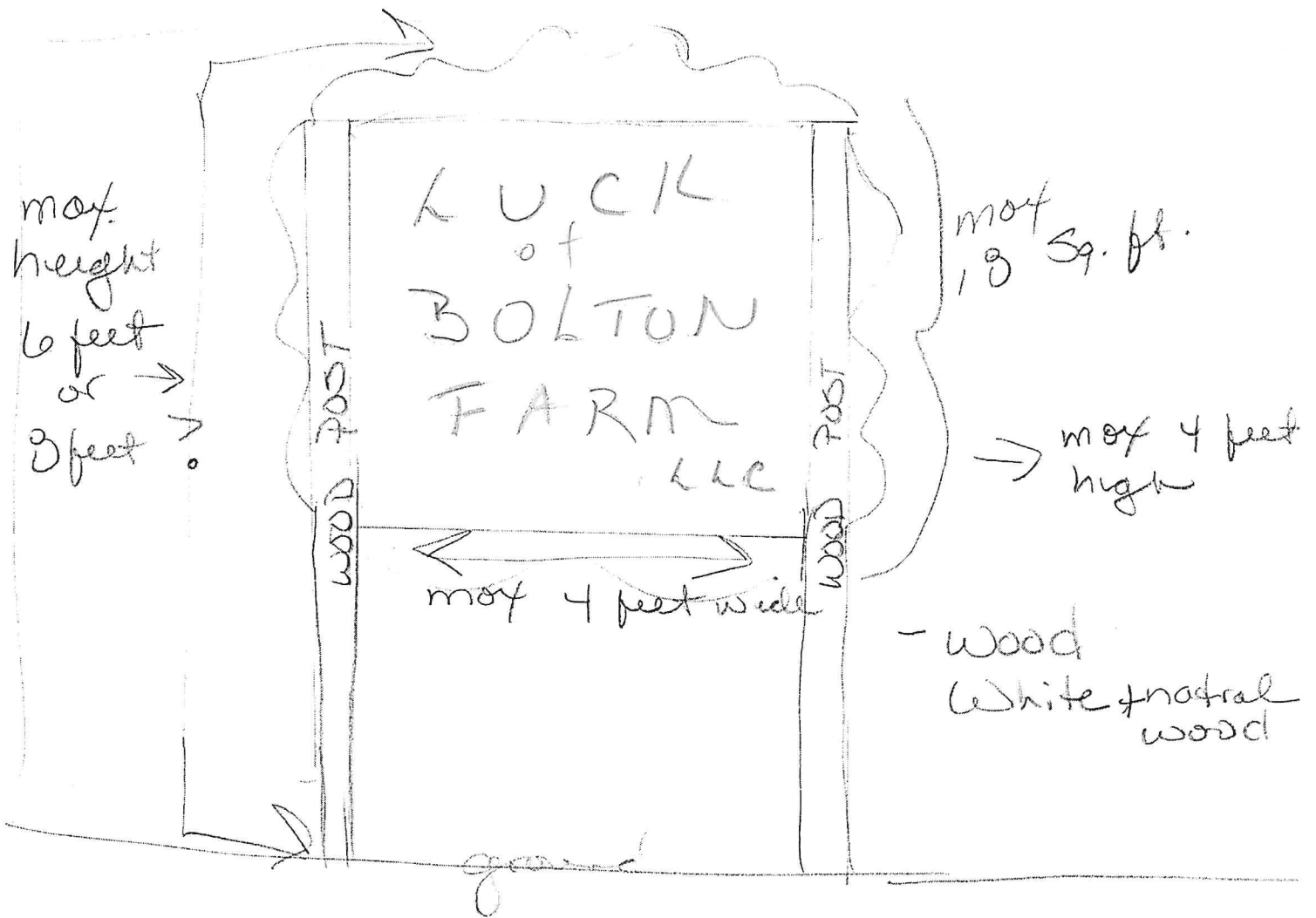
3/25/2020



**Legal/Technical Review Release**

**Status:** Pending

Sign will be placed min. of 15 feet from street in front of Stone wall. There are 32 feet between stone wall + street.





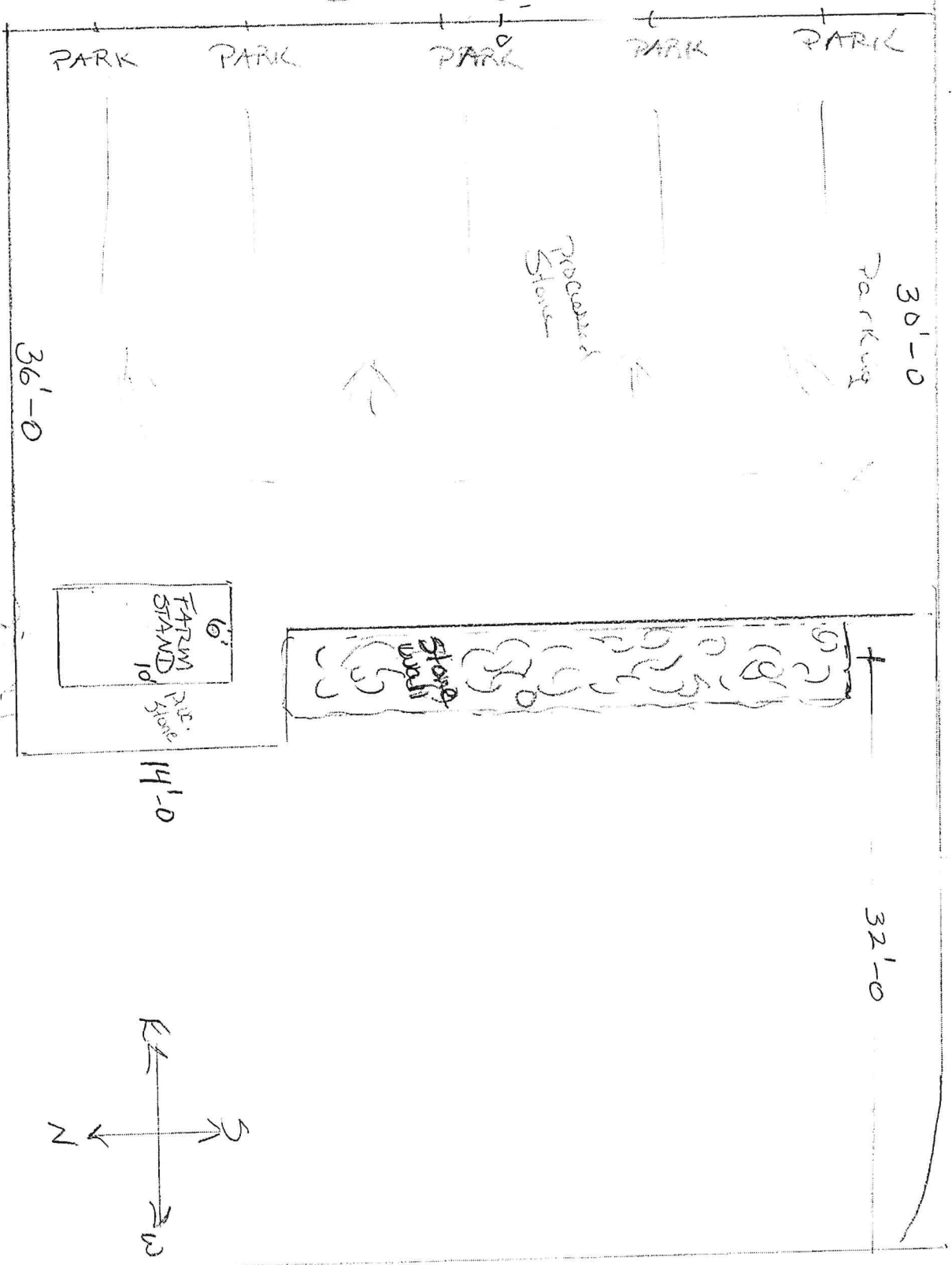
West of Bolton Farm, LLC  
344 West St. Bolton, CT 06043

DRIVEWAY

West's sign sign posts may 1

12'-0"

▲  
SIGN



Aug. Parking  
Spot = 9' x 12'  
6.5 Parking  
Spots

Hay Field

PARK

PARK

PARK

PARK

PARK

Parking  
30'-0"

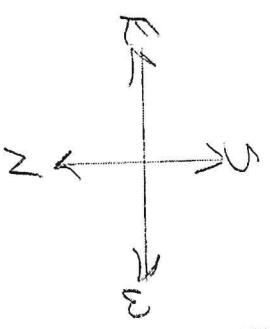
Processing  
Stalls



36'-0"

14'-0"

32'-0"



Street

West St