

**BOLTON PLANNING & ZONING COMMISSION**  
**Regular Meeting**  
**7:30 p.m., Wednesday, October 13, 2021**  
**Virtual Meeting utilizing Zoom**  
**Minutes & Motions**

**Members Present:** Chairman Adam Teller, Vice Chairman James Cropley, Tom Manning, Thomas Robbins, and Alternates Rodney Fournier and Marilee Manning

**Members Excused:** Christopher Davey, Benjamin Davies, Arlene Fiano, Alternate Jeremy Flick

**Staff Present:** Patrice Carson, AICP, Consulting Director of Community Development, Mike D'Amato, Interim Zoning Enforcement Officer, and Yvonne Filip, Recording Secretary

**Others Present:** Sandy Pierog, Anne Decker

**1. Call to Order:** Chairman A. Teller called the meeting to order at 7:38 p.m. M. Manning was seated for C. Davey; R. Fournier was seated for A. Fiano.

**2. Approval of Minutes: September 8, 2021 Regular Meeting Minutes**

**J. Cropley moved** to approve the minutes of the September 8, 2021 regular meeting as written.

**M. Manning seconded.** Vote: 5-0-1 (Fournier). Motion passed.

**3. Public Hearings (begin at 7:45 p.m.)**

**a. Public Hearing: Zoning Regulation Amendments Sections 2, 3, 6, 8, 9, and 11 to Comply with 2021 Legislative Changes Regarding Outdoor Dining, Minimum Floor Area, and ADUs (Accessory Dwelling Units) (#PL-21-12)**

P. Carson read the public hearing notice into the record. P. Carson did not receive any testimony from the public.

Members of the public were given the opportunity to comment by A. Teller before the PZC talks through the suggested amendments.

Anne Decker, 30 Toomey Road – She was present to comment on the ADU regulation; she wants to understand the reasoning for the 6 months rental provision. Ms. Decker is in favor of short term rentals. Her parents visited and it would have been nice to have found a place for them to stay in town rather than Manchester. J. Cropley said it would be nice to have such a situation. He owns a home in another town with a rental property nearby. This presents a headache and nuisance to the neighbors rather than being a help. People coming in and out of the rental house with some partying outside; he is not in favor of that. A. Teller said the intent of the regulation is to create more options for housing, not meeting the need for temporary places for people to stay. Short term rentals can become a sore point for neighbors. One person's AirBnB is another's crash pad. If someone wants to operate a Bed & Breakfast or small hotel in town there are ways to do that. The legislature adopted the law and towns need to deal with it. Even six month rentals are going to be hard to enforce. This regulation is to provide for more housing options. The PZC is always looking for ways not to have conflicts between neighbors.

PZC members and Staff discussed each of the suggested regulation changes. Reasoning for the language change was discussed, some of them being technical changes, and modifications were made in some instances

P. Carson said the draft language was referred to abutting Town Clerks and CRCOG. A report was received back from CRCOG that indicated no apparent conflicts. These changes also comply with the POCD for the same reasons that the CRCOG report lists. These changes are needed to conform to the new 2021 legislation.

**J. Cropley moved** to close the public hearing. **M. Manning seconded.** Discussion: J. Cropley said Staff did a great job on these amendments. A. Teller agreed. A. Teller said this is intended to give people one more option for their property. There is no reason the PZC should not allow it. This is a no lose proposition. Vote 6-0-0. Motion passed.

**4. Resident's Forum (Public Comment for items not on the agenda):** There were none.

#### **5. Staff Reports:**

P. Carson reported:

- Progress is being made with the relocation of Bolton Vet with discussion taking place for more finalized plans.
- A question came to P. Carson about a salon as a home business. P. Carson feels a site plan is needed because people will be coming to the home. A. Teller agreed with that assessment. P. Carson asked for a parking plan, floor plan, sign plan, who will work there and the probable operating hours.
- D&S Landscaper on Route 6 has plans of using a building in the back site of the lot to work on vehicles and trucks. The owner has asked if this can be done in the building already there. That part of the building is in the GB Zone. P. Carson initially thought this would be up to the ZEO but asked if this is considered a minor modification or a modification to the permit. A. Teller said more information is needed regarding the intended activity – how big is the building, how far into the GB zone is the building, how intensive the repair work may be, and how big are the vehicles. A. Teller said this is a judgement call from the ZEO with the ZEO having the option of bringing this matter to the PZC. Staff will get more information from the owner.

M. D'Amato reported:

- He is working at taking over and understanding the ongoing items of the ZEO. One of the items that has been in progress is the Happy Town LLC approval. One condition of approval was that compliance matters be completed by the end of September. That has not happened so M. D'Amato is moving forward with enforcement due to lack of compliance with the permit as approved by the PZC. A. Teller said some of those conditions were for the safety of the site. A. Teller said if they are not in compliance the Cease & Desist order is still in effect. J. Cropley asked if there is anything the town can do about the house on the property. This could not be a worse gateway site than the condition of that house. P. Carson said Happy Town LLC was going to fix it or tear it down. M. D'Amato said property maintenance is usually handled through an ordinance. A. Teller asked if some official can condemn the building as uninhabitable. T. Manning said there is a step-by-step process in the building code for that; he will look it up and send that information to P. Carson.

J. Cropley asked what is happening with Bolton RV Storage. M. D'Amato said a notice of violation was issued about a month ago with a deadline to respond and reply to submit a zoning permit to seek formal approval. The owner responded on the last day saying he is working with the Town Engineer to try and work out the issues but basically saying a whole lot of nothing. The owner had an extension until this PZC meeting and he should not be working with the Town Engineer before an application is submitted. As of yesterday, nothing was forthcoming. ZEO will be moving forward with this violation as well.

## **6. Old Business:**

### **a. Discussion/Possible Decision: Zoning Regulation Amendments Sections 2, 3, 6, 8, 9, and 11 to Comply with 2021 Legislative Changes Regarding Outdoor Dining, Minimum Floor Area, and ADUs (Accessory Dwelling Units) (#PL-21-12)**

A. Teller asked if the Members were prepared to vote on the draft after the discussion or do they want to see a final version of it. J. Cropley said he thinks we should move on this; Staff did a great job on this. Other Members felt prepared to vote.

P. Carson reviewed the changes for the record.

- Page 2-1: No changes made to what was presented.
- Page 2-4: Added under Dwelling, Accessory the words “single-family” after principal and before dwelling. Added a new sentence at the end that said “Also referred to as an ADU.”
- Page 3-26: Added the words “application for a” after The and before Zoning in the last sentence on the bottom of the page.
- Page 3-28: No changes made to what was presented.
- Page 6-1: No changes made to what was presented.
- Page 8-2: No changes made to what was presented.
- Page 8-5: No changes made to what was presented.
- Page 8-7: No changes made to what was presented.
- Page 8-8: No changes made to what was presented.
- Page 9-3: No changes made to what was presented.
- Page 9-4: No changes made to what was presented.
- Page 11-1: No changes made to what was presented.
- Page 11-2: Removed the last sentence of footnote 4 that said “Areas for heating equipment, garages, bay windows, outside vestibules and open porches shall not be included.”
- Page 11-3: No changes made to what was presented.

**A. Teller moved** that the Commission approve the changes in the regulations in the form of the posted draft as amended by the changes that Ms. Carson just read into the record and that those regulation changes become effective after publication.

P. Carson asked that the effective date of November 1, 2021 be specified.

**A. Teller amended** the motion that the new regulations become effective November 1, 2021. **J. Cropley seconded** the amended motion. There was no further discussion. Vote: 6-0-0. Motion passed.

### **b. Other:**

P. Carson said Nick, a UConn intern who is working on the town Affordable Housing Plan, would like to make a joint presentation to the PZC and the BOS. Possible dates and times were

discussed for the short presentation. The final options were for October 28 at either 5:00 p.m. or 7:00 p.m. S. Pierog will check with the BOS on those options.

## **7. New Business**

### **a. Discussion/Decision: Schedule of 2022 Regular Meeting Dates**

A. Teller confirmed this is the normal pattern of the second Wednesday throughout the year. T. Manning asked if there is another Wednesday in March that works that allows for P. Carson to be present. It was agreed by the Members that March 2, 2022 works.

**J. Cropley moved** to approve the 2022 Planning and Zoning Commission Regular Meeting dates schedule as presented with the exception of changing March 9 to March 2 and file them with the Town Clerk's Office as required by statute. **T. Robbins seconded.** Vote: 6-0-0. Motion passed.

## **8. Correspondence:**

Information was provided about cell tower modifications.

## **9. Adjournment:**

**J. Cropley moved** to adjourn the meeting at 9:05 p.m. **A. Teller seconded.** Vote: 6-0-0. Motion passed.

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.*



# Town of Bolton

222 BOLTON CENTER ROAD • BOLTON, CT 06043

## BOLTON PLANNING AND ZONING COMMISSION

### APPLICATION FOR SPECIAL PERMIT, SITE PLAN REVIEW OR MODIFICATION OF A PREVIOUSLY APPROVED APPLICATION

1. Application Title: Stacey's Place

2. Check all that apply:

Special Permit Application  Modification of an Approved Special Permit Application\*

Site Plan Review Application  Modification of an Approved Site Plan Review Application\*

\* The Commission may require a new application if the proposed modification significantly alters the previously approved application.

3. Street Address of subject property 2 Anthony Rd Bolton, CT 06043

4. Deed Reference (Bolton Land Records) Volume 128 Page 562

5. Assessor's Records Reference: Map # 00005 ; Block # 00031 Parcel / Lot # 00F33

6. Current zone(s) of subject property \_\_\_\_\_ Acreage: 1.01

7. In Aquifer Protection District? Yes \_\_\_\_\_ No

8. In FEMA Flood Area? Yes \_\_\_\_\_ No

9. Wetlands Application Required? Yes \_\_\_\_\_ No

10. Applicant(s) Stacey Winter

Address 2 Anthony Rd Bolton CT Zip 06043

Phone # 860 604 6276 Fax # \_\_\_\_\_ E-mail Staceysplace2@yahoo.com

11. Owner(s) of subject property Stacey Winter

Address 2 Anthony Rd Bolton CT Zip 06043

Phone # 860 604 6276 Fax # \_\_\_\_\_ E-mail Staceysplace2@yahoo.com

12. Official Contact / Representative regarding this Application: Stacey Winter

Address 2 Anthony Rd Bolton CT Zip 06043

Phone # 860 604 6276 Fax # \_\_\_\_\_ E-mail Staceysplace@yahoo.com

13. Project Engineer: \_\_\_\_\_  
Address \_\_\_\_\_ Zip \_\_\_\_\_  
Phone # \_\_\_\_\_ Fax # \_\_\_\_\_ E-mail \_\_\_\_\_

14. Project Architect: \_\_\_\_\_  
Address \_\_\_\_\_ Zip \_\_\_\_\_  
Phone # \_\_\_\_\_ Fax # \_\_\_\_\_ E-mail \_\_\_\_\_

15. Other Experts Retained by Applicant: \_\_\_\_\_  
Permits & job was completed in 2013 3rd car garage  
and sunroom converted to salon.

16. Briefly describe the proposed use of the subject property. Provide greater detail in Project Narrative.  
Part-time in home hair salon

17. Square footage of new / expanded space: 389 # of new parking spaces 2

18. List the Section(s) of the Zoning Regulations under which application is made: \_\_\_\_\_  
Home Occupation Section 6A-8

19. Provide all the applicable items for a complete application including a completed Checklist for Site Plan Review and Special Permit Applications. A completed checklist must be provided to comprise a complete application.

20. Applicant's Endorsement:  
I am a willful participant and fully familiar with the contents of this application.  
Signature [Signature] Date 10/4/21

21. Owner's Endorsement:  
I am a willful participant and fully familiar with the contents of this application.  
Signature [Signature] Date 10/4/21

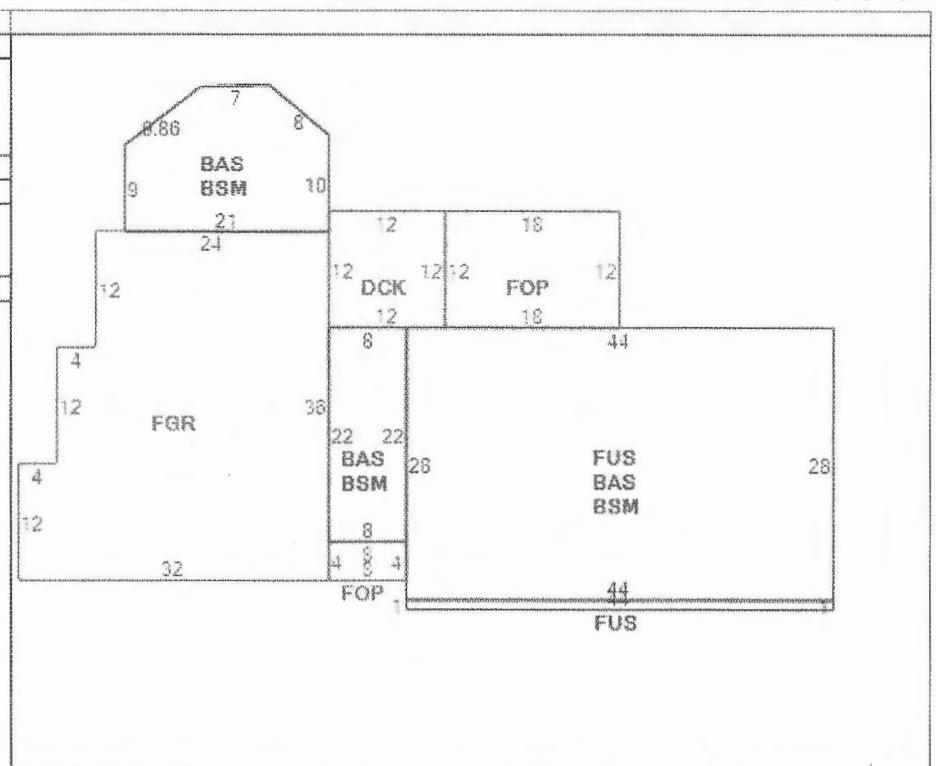
**NOTE:** If there are any material changes to this application, the Applicant shall immediately notify the Town Staff in writing.  
Applicants may be subject to Supplemental Review fees to defray the cost of Professional Review Services such as engineering or legal reviews.

CONSTRUCTION DETAIL			CONSTRUCTION DETAIL (CONTINUED)		
Element	Cd	Description	Element	Cd	Description
Style	03	Colonial			
Model	01	Residential	SF Fin. Bsmt.		
Grade:	05	B-	Fin Bsmt Qual		
Stories	2				
Occupancy	1				
Exterior Wall 1	25	Vinyl Siding			
Exterior Wall 2	08	Wood on Sheath			
Roof Structure	03	Gable			
Roof Cover	14	Arch Shingles			
Interior Wall 1	05	Drywall			
Interior Wall 2					
Interior Flr 1	14	Carpet			
Bath Floors					
Heat Fuel	02	Oil			
Heat Type:	05	Hot Water			
AC Percent	100				
Total Bedrooms	4	4 Bedrooms			
Full Bthrms:	2				
Half Baths:	2	2			
Extra Fixtures	3				
Total Rooms:	8				
	1	Typical			
Num Kitchens	1				
Fireplace(s)	1				
Wood Stoves					
Bsmt Gar(s)					

MIXED USE		
Code	Description	Percentage
101	Res Dwelling	100
		0
		0

COST / MARKET VALUATION	
Base Rate	74.00
RCN	324,471
Net Other Adj	24,701
Year Built	1985
Effective Year Built	
Depreciation Code	G
Remodel Rating	MJ
Year Remodeled	2013
Depreciation %	9
Functional Obsol	
Economic Obsol	
Cost Trend Factor	1
Condition	
% Complete	91
RCNLD	295,300
Dep % Ovr	
Dep Ovr Comment	
Misc Imp Ovr	
Misc Imp Ovr Comment	
Cost to Cure Ovr	
Cost to Cure Ovr Comment	



OB - OUTBUILDING & YARD ITEMS(L) / XF - BUILDING EXTRA FEATURES(B)												
Code	Description	Su	Sub Type	Lan	Units	Unit Price	Year	Pct	Depr	Conditio	Qu	Apprais Va

BUILDING SUB-AREA SUMMARY SECTION						
Subarea	Description	Living	Gross	Eff Area	Unit Cost	Undeprec Value
BAS	First Floor	1,685	1,685		79.90	134,625
BSM	Basement	0	1,685		15.98	26,925
DCK	Deck	0	144		7.77	1,119
FGR	Garage	0	1,008		31.94	32,198
FOP	Open Porch	0	248		11.92	2,956
FUS	Finished Upper Story	1,276	1,276		79.90	101,947
Ttl Gross Liv / Lease Area:		2,961	6,046			



CURRENT OWNER		TOPO	UTILITIES	STRT / ROAD	LOCATION	CURRENT ASSESSMENT				6012 Bolton, CT
MCKEE STACEY W		0   Wooded	5   Electric	1   Paved		Description	Code	Appraised	Assessed	
2 ANTHONY RD			6   Well			RES LAND	1-1	94900	66,400	
BOLTON CT 06043		SUPPLEMENTAL DATA Alt Parcel ID 16 26 Long form M 00005 00031 00F33 Dev. Lot. Survey # Notice Value  Gis ID ASSOC PID#				RES EXCES	1-2	700	500	
						DWELLING	1-3	295300	206,700	
						Total		390,900	273,600	

RECORD OF OWNERSHIP		BK-VOL/PAGE	SALE DATE	Q/U	V/I	SALE PRICE	VC	PREVIOUS ASSESSMENTS (HISTORY)								
MCKEE STACEY W		162 910	07-29-2013	U	I	0	04	Year	Code	Assessed	Year	Code	Assessed	Year	Code	Assessed
WINTER STACEY E		0128 0562	07-15-2005	Q	I	375,000	00	2018	1-1	66,400	2017	1-1	71,000	2016	1-1	71,000
									1-2	500		1-2	500		1-2	500
									1-3	206,700		1-3	180,000		1-3	180,000
								Total		273600	Total		251500	Total		251500

EXEMPTIONS				OTHER ASSESSMENTS				APPROAISED VALUE SUMMARY				
Year	Code	Description	Amount	Code	Description	Number	Amount	Comm Int	This signature acknowledges a visit by a Data Collector or Assessor			
			Total				0.00	Appraised Bldg. Value (Card) 295,300				

ASSESSING NEIGHBORHOOD				
NBHD	NBHD Name	Street Index Name	Tracing	Batch
0001	0001			

NOTES									
WIRE NEW ADDITION, CONVERT SERVICE FROM OVERHEAD TO UNDERGROUND FOUNDATION FOR ADDITION OF 3RD CAR GARAGE AND SUNROOM ADDITION OF 3RD CAR GARAGE AND SUNROOM W/ BATH (ADDITION IS SALON- ADD 2 EXTRA FIX AND 1 BATH) 2 SKYLTS SLOP SINK									

BUILDING PERMIT RECORD									VISIT / CHANGE HISTORY					
Permit ID	Issue Date	Type	Description	Amount	Insp Date	% Comp	Date Comp	Comments	Date	Result	IS	ID	Cd	Purpost/Result
0812-205	10-07-2013	AD	Addition	23,000	10-07-2013	100	10-07-2013	ADDTN OF 3RD	08-27-2018			WG	20	Field Review
	03-18-2009	EL	Electric	4,500	10-07-2013	100	10-07-2013	WIRE NEW ADD	04-24-2018			V	50	
0812-204	12-16-2008	OT	Other	7,000	10-07-2013	100	10-07-2013	FNDTN FOR AD	11-04-2013			EE	30	Quality Control

LAND LINE VALUATION SECTION																		
B	Use co	Description	Zone	D	Fronta	Depth	Units	Unit Price	I. Fact	S.A.	Ac Di	C. Fact	St. Idx	Adj	Notes	Special Pricing	Adj Unit Pric	Land Value
1	101	Res Dwelling	R-1				0.920 AC	98,800.00	1.043	7		1.00		1.00			0 1.000	94,900
1	∞ 101	Res Dwelling					0.090 AC	8,000.00	1.000	0		1.00		1.00			0 1.000	700
Total Card Land Units							1.010 AC	Parcel Total Land Area				1.0100	Total Land Value				95,600	



**BOLTON PLANNING & ZONING COMMISSION  
CHECKLIST FOR SITE PLAN REVIEW (§ 16A)  
AND SPECIAL PERMIT (§ 16B) APPLICATIONS  
March 11, 2009**

THIS CHECKLIST MUST BE COMPLETED BY THE APPLICANT OR AN AUTHORIZED REPRESENTATIVE AND SUBMITTED WITH THE APPLICATION.

The Planning and Zoning Commission will use this checklist in determining the completeness or incompleteness of the application. The applicant is responsible for providing all the applicable information on this checklist. The applicant is encouraged to provide any additional information to clearly present a proposed activity and its potential effects on the community. The Commission may require additional information not included in this checklist to determine compliance with the regulations.

AN APPROVAL OF AN APPLICATION COULD BE DENIED IF AN APPLICATION LACKS SUFFICIENT INFORMATION.

Some of the items below are essential for any application while others may not be applicable for a particular proposal. The applicant is encouraged to ask the town staff to review the completed application with all supporting information and the completed checklist, prior to submitting the application to the Planning and Zoning Commission so that the staff can provide the applicant an opinion on the completeness of the application.

Pursuant to Section 16A.2.p, at time of application submission, the applicant may request in writing that the Commission determine that all or a part of the information required under Section 16A.2.c through o. (except subsections e., f., i., and j.) is NOT necessary in order to decide on an application.

Applicants may be subject to supplemental review fees to defray the costs of professional review services such as engineering or legal reviews. Please see attached information sheet.

Name of Development \_\_\_\_\_

Applicant Stacey Winter Date 10-04-21

Item	Description	Applicant		Staff	
		Included	Not Included	Completeness Opinion	
				Yes	No
1	Completed, signed application by applicant and owner	✓			
2	Payment of required application fees	✓			
2A	Statement of Use in accordance with § 16A.2.b	✓			
3	All draft deeds for any roads, road widenings and easements for drainage, conservation, driveways, utilities				
4	Evidence of request for approval by the Health District and/or Sewer Authority for review, as appropriate				
5	Evidence of submission of application to the Inland Wetlands Commission if it is within that Commission's jurisdiction				
6	Evidence of submission of a request for review and approval by the Fire Marshal and Fire Chief of the water supply for fire protection				
7	Copies of any required applications to other local, state or federal regulatory approvals				
8	Written evidence of applicant's legal interest in the subject property (deed, lease option to purchase, bond for deed, etc.)				

Item	Description	Applicant		Staff	
		Included	Not Included	Completeness Opinion	
				Yes	No
9	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)	✓			
10	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				
12	Digital copy of plans in DXF or DGN format if available				
13	Paper and digital copies of all reports including hydrology, hydraulic and drainage computations and				
14	14 sets of complete stamped and signed site plans measuring 24" x 36				
	<b>THE FOLLOWING ITEMS 15 THROUGH 51 SHALL BE INCORPORATED IN PLANS</b>				
15	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				
16	Names of abutting lot owners				
17	USDA Soils boundaries and types				
18	Plan title block in the extreme lower right corner (not sideways) to include the name of the town of Bolton				
19	All plan sheets numbered with the format "sheet x of y"				
20	Clear legible plans with all lines, symbols and features readily identifiable				
21	North arrow on each plan including the reference meridian				
22	Graphic bar scale on each plan sheet, not smaller than 1"= 40' unless otherwise approved by the Commission				
23	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'				
24	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				
25	Original and revision plan dates and revision explanations shown on the affected plan sheets				
26	Existing and proposed grading with two foot contours to T-2 standards, for all ground surfaces, shown on plan				
27	Existing and proposed structures and features, their uses and those to be removed, shown on the plan				
28	HVAC equipment located outside the building(s)				
29	Existing and proposed driveway entrances to street, parking, loading areas, fire lanes, sidewalks and construction detail drawings, shown on plan				
30	Sight distances from property entrances along public roads shown on plan and on profile if grading is needed				
31	Soil test locations and soil test results shown on plan				
32	Existing and proposed sewage disposal systems and design information, shown on plan				
33	Outside Storage Areas				

Item	Description	Applicant		Staff	
		Included	Not Included	Completeness Opinion	
				Yes	No
34	Underground / overhead utilities, existing and proposed				
35	Existing and proposed water supply shown on plan				
36	Existing wells and sewage disposal systems on other properties that could conflict with proposed site improvements, shown on plan				
37	Existing and proposed footing drains, curtain drains and dry wells, shown on plan				
38	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.				
39	Existing and proposed bridges and culverts on or adjacent to the site, shown on plan				
40	Existing and proposed signs with dimensions and construction detail drawings, shown on plan				
41	Existing and proposed fences and walls with dimensions and construction detail drawings, shown on plan				
42	Zoning district boundaries affecting the site, shown on plan				
43	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				
44	Table on plan of parking / loading spaces required / provided				
45	Fire lanes				
46	Sidewalks and other pedestrian ways				
47	Off-site traffic improvements				
41	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				
42	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				
43	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				
44	Existing trees of 6" caliper or greater				
45	Significant archaeological sites				
46	Lighting plan including the location, size, height, light intensity coverage areas and manufacturer's product descriptions for each light type				
47	Erosion and Sedimentation Control Plan, with narrative and construction detail drawings, in accordance with the latest Connecticut Guidelines for Soil Erosion and Sediment Control				

Item	Description	Applicant		Staff	
		Included	Not Included	Completeness Opinion	
				Yes	No
48	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				
49	Architectural elevation drawings of proposed buildings				
50	Architectural floor plans of existing and proposed buildings				
51	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				
52	Traffic Impact Report for applicable sites as described in Zoning Regulations Section 16A.2.k.				
53	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				
54	Statement in drainage report that the after development flows for all storm events do not exceed the before development flows				
55	Sanitary Waste Disposal Plan (if community sewerage system)				
56	Evaluation of the impact of proposed development upon existing and potential public surface and ground drinking water supplies, pursuant to CGS, Section 8-2				
57	Certified copy of Certificate of Public Convenience and Necessity in connection with a "water company", in accordance with CGS, Section 8-25a				
58	Existing and proposed Covenants or Restrictions				
59	Engineer's itemized cost estimate for the installation of all erosion and sediment controls based on published Connecticut DOT unit prices				
60	Engineer's itemized cost estimate for site improvements based on published Connecticut DOT unit prices as basis for the establishment of a completion bond				

To Whom it may concern,

My name is Stacey Winter I have been a license cosmetologist since 1996.

I am a single stay at home mom of two beautiful boys that attend BCS.

I found that having my business here was the best way to make money and be available for my children.

I have a beautiful space that my clients enjoy. I have parking for two cars. There is ample room for my own vehicles to move in and out without affecting the parking for the client. I work approximately 25 hours a week and don't have more than two people in the salon at a time unless a Mom or Dad brings her/his children. Of which mine enjoy a playdate while the parent gets their hair done. I am truly blessed to have this opportunity and Love my Career and my Space.

I hope that you too will see this as a benefit to the community as I have many lovely people from this town enjoying my services!

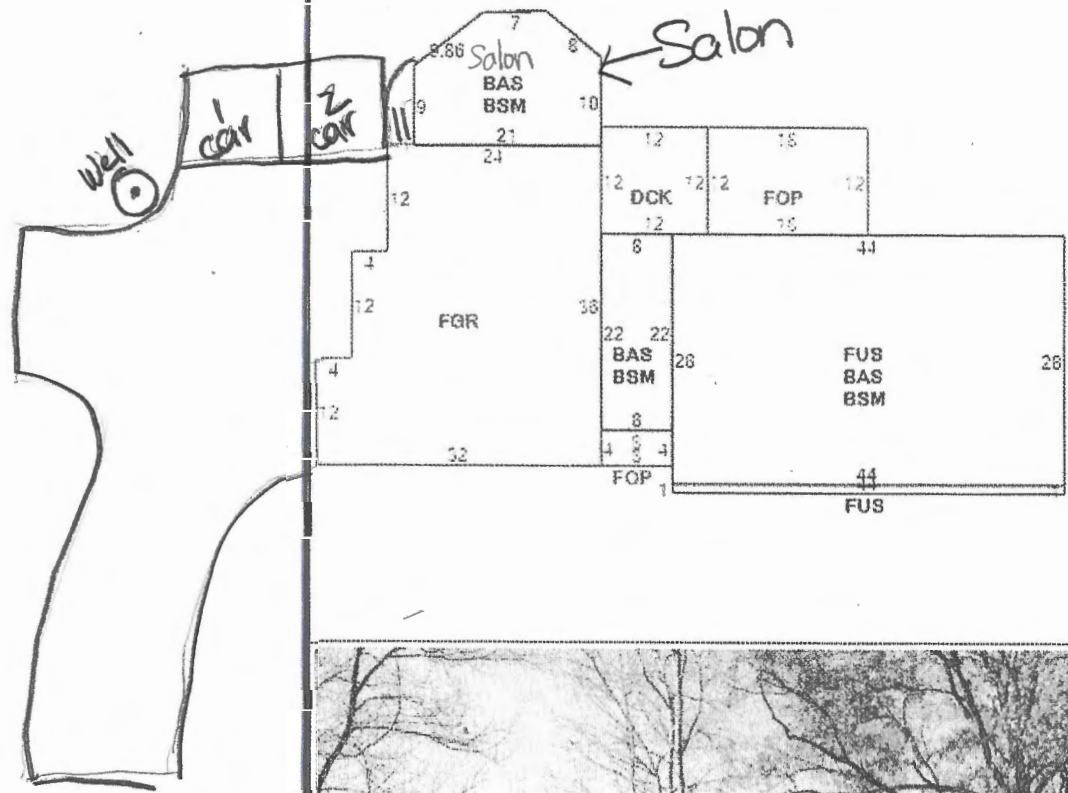
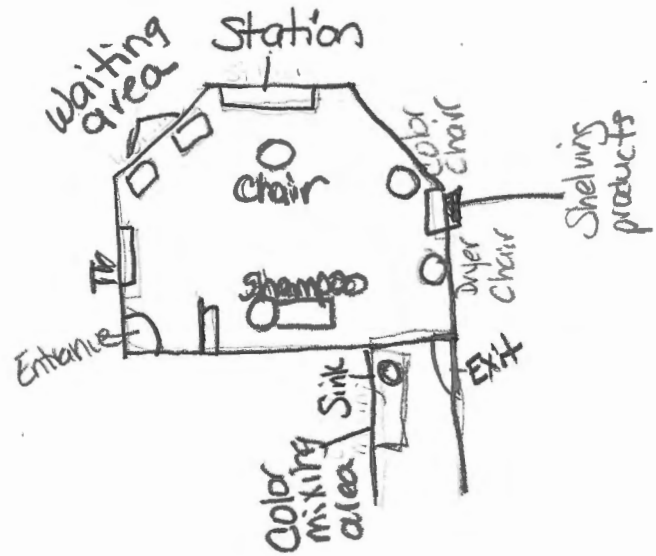
Thank you

Stacey Winter

Work days Currently (21 hrs. week approx.)

M & T - 1-6  
 W - off  
 TH & F - 9:30-3  
 Sat & Sun - off

I am only one who uses my work space.



012  
 in, CT<sup>14</sup>

Assessed
71,000
500
180,000
251,500

295,300
0
0
95,600
0
390,900
C
0

273,600

st/Result  
 w  
 ntrol

Land Value
94,900
700
95,600



STACEY W. MCKEE  
2 ANTHONY ROAD  
BOLTON CT 06043

Dear STACEY W. MCKEE,

Attached you will find your validated license for the coming year. Should you have any questions about your license renewal, please do not hesitate to write or call:

Department of Public Health  
P.O. Box 340308  
M.S.#12MQA  
Hartford, CT 06134-0308

(860) 509-7603  
oplc.dph@ct.gov  
www.ct.gov/dph/license

Sincerely,

RENÉE D. COLEMAN-MITCHELL, MPH, COMMISSIONER  
DEPARTMENT OF PUBLIC HEALTH

EMPLOYER'S COPY

STATE OF CONNECTICUT  
DEPARTMENT OF PUBLIC HEALTH

NAME  
STACEY W. MCKEE

VALIDATION NO. 03-807425      LICENSE NO. 047671      CURRENT THROUGH 03/31/22

PROFESSION  
HAIRDRESSER/COSMETICIAN

SIGNATURE \_\_\_\_\_  
COMMISSIONER

STATE OF CONNECTICUT  
DEPARTMENT OF PUBLIC HEALTH

PURSUANT TO THE PROVISIONS OF THE GENERAL STATUTES OF CONNECTICUT

THE INDIVIDUAL NAMED BELOW IS LICENSED  
BY THIS DEPARTMENT AS A  
HAIRDRESSER/COSMETICIAN

STACEY W. MCKEE

LICENSE NO.  
047671

CURRENT THROUGH  
03/31/22

VALIDATION NO.  
03-807425

SIGNATURE \_\_\_\_\_  
COMMISSIONER

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FREYMUTH ORVILLE W	39 FIANO RD
DATSKO OREST & OLEXANDRA	6 ANTHONY RD
WADE ALAN L & SHIRLENE	7 ANTHONY RD
HALE SANDRA	10 ELIZABETH RD
CYR RAYMOND & GRETA	18 ELIZABETH RD
TELLER ADAM J & CUSHMAN CATHERINE E	23 ELIZABETH RD
ALBANO CHRISTOPHER	11 ELIZABETH RD
ABELE JOSEF M & CAFFERKY JENNIFER ELLA & SURV	9 FIANO RD
JOHNSON RONALD L & BARBARA M & SURV	22 FIANO RD
MINIOR DANIEL J & SHARRAL DAWN	14 FIANO RD
BOGNER KURT W & DEBORAH G	64 VOLPI ROAD
BALDWIN JEFFREY & BALDWIN LISA DIANE	31 FIANO RD
ROKICKI JOSEPH & FRANCES C	19 ANTHONY RD
KEESLER EDWARD P JR	11 ANTHONY RD
CAVICCHI DEBORAH R	14 ELIZABETH RD
MORETTO DOLORES ANN	15 ELIZABETH RD
CLARKE MATHER P	92 VOLPI RD
LANGTON JOHN R III & CHRISTINE	18 FIANO RD
PREUSS JASON	33 FIANO RD
YONKUNAS DAWN M	14 ANTHONY RD
GOTLER BRETT H & MARC R	15 ANTHONY RD
FAGAN CYNTHIA A L/U & PATRICK SEAMUS	120 WEST ST
BONN KEITH C & EMILY S	17 FIANO RD
BELLI JOHN J & DIANE M	7 ELIZABETH RD
HAINSEY MARTIN L+KERRY C	74 VOLPI RD
MALLEY DAVID R & KIM L	26 FIANO RD
HOSSAIN ANWAR & DIANA R	35 FIANO RD
MCKEE STACEY W	2 ANTHONY RD
SULLIVAN JOHN H & SUSAN M	10 ANTHONY RD
GERRETSEN SARAH	22 ELIZABETH RD
CONNELLY CHRISTOPHER M & CHRISTINA M & SURV	19 ELIZABETH RD
STAHL JENNIFER	70 VOLPI RD
SNUFFER LEE K & SHARON J	30 FIANO RD



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## Palazzini, Danielle

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**From:** Stacey McKee <staceysplace2@yahoo.com>  
**Sent:** Monday, November 8, 2021 2:59 PM  
**To:** Palazzini, Danielle  
**Subject:** Fwd: Stacey's Hair Salon

One more letter

Stacey Winter

Begin forwarded message:

**From:** "MallDoll22 (null)" <malldoll22@aol.com>  
**Date:** November 8, 2021 at 1:54:25 PM EST  
**To:** staceysplace2@yahoo.com  
**Subject:** Stacey's Hair Salon

To Whom It May Concern,

This letter is to inform you that I have no issues with Stacey's salon being in our neighborhood. She runs it well and professionally. There are absolutely no traffic concerns at all. So much so, that after living here since 1985, I wasn't even aware there was a salon at her house until two years ago. And I surely was happy to learn of the salon and to find Stacey. As for the exterior of her salon...not only is it beautiful and unique....it also adds value and charm to our neighborhood.

Sincerely,

Deb Cavicchi  
14 Elizabeth Rd  
Bolton, CT 06043

Sent from my iPad

**Palazzini, Danielle**

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**From:** Stacey McKee <staceysplace2@yahoo.com>  
**Sent:** Friday, November 5, 2021 4:21 PM  
**To:** Palazzini, Danielle  
**Subject:** Re: P&Z Meeting re your application

Hi Danielle!!

I thought I would get a few neighbors to give a review/opinion of my salon ahead of time.

Cindy Fagan

Hi Stacey! I feel the salon does not negatively impact the neighborhood in any way. Your clients park in your driveway and never cause any traffic problems to the street. I love the convenience of walking across the street to get such excellent service and attention.

CF

Cindy is at 1 Anthony rd

Shirlene Wade

Ditto to what Cindy said. There have never been any traffic issues or disturbances of any kind. It's a great place for clients to come where parking is easy and convenient and of course I love being able to walk! It's hard for anyone to tell there is even a salon there unless they know it is there.



Shirlene is at 7 Anthony Rd.  
And i'll forward on from Amanda Andersen.  
Thanks  
Stacey Winter

On Nov 3, 2021, at 1:53 PM, Stacey McKee <staceysplace2@yahoo.com> wrote:

Great

Stacey Winter



# Town of Bolton

222 BOLTON CENTER ROAD • BOLTON, CT 06043

JAMES M. RUPERT  
ADMINISTRATIVE OFFICER

10/21/21

To: All Board & Commission Chairs and Department Heads

From: James Rupert

Subject: FY 22-23 Budget

While it seems that we have just finished getting the last budget approved and operational it is time to begin the process of preparing our budget for the next fiscal year. In an effort to minimize change we will be using the same format as last fiscal year. I see the work that each of you do every day in service to the public and receive many positive comments from our residents to that effect. However with that said we still need to demonstrate fiscal responsibility and do our part to keep the cost of doing business under control while continuing to offer the highest quality service to our residents.

What I am asking you to do is to create a fiscally responsible budget that will maintain or improve the current level of service at the lowest possible cost. In the event that there is an increase in any line item it must be accompanied by a detailed explanation. If you are proposing an expansion of services that relates to an increased cost please use the Add Decision Package form to make that proposal. Again, providing as much detail as possible. In an effort to understand where budget cuts are possible each department is tasked with submitting at least one drop decision package. I am also asking that each of you build your budgets based on the zero based budgeting approach instead of just carrying over the same amount in a line item from year to year.

We will continue to work on all aspects of the budget electronically. The budget worksheets that you need are enclosed and are for regular budget and not capital expenses. In the event you feel that you have a request that meets the requirements of a capital request and you were not provided a format to do that please reach out to Kathy or I to discuss that request. Your completed budget packages including add and drop decision packages are due not later than Monday, December 20th. Please send them to Kathy. Once we have received the submissions we will compile them into a single document for review by the Board of Selectmen. In the event that that I have any questions or suggested revisions I will reach out to you directly. Your budget will go to the BOS as you have proposed it with any edits that we agree on so you should be prepared to attend the BOS meeting where your budget will be discussed.

I look forward to working with each one of you during this process so that we can put forward the best possible budget that balances fiscal responsibility and the highest quality service we can provide.

Regards,

Jim Rupert

**BOLTON BUDGET WORKSHOP**

**PLANNING**

Code 4153	PLANNING & ZONING		Unaudited
		Actual	Actual
Accounting Codes	Category	Expenditures	Expenditures
		2019-2020	2020-2021
51620	Other Payroll - PZC Recording Secretary = avg \$85/meeting x 15 (12 regular & 3 special meetings)	685	1,025
55400	Advertising - legal advertising in The Hartford Courant for decisions (pub 1X = avg \$40 - 1 per month = \$480) and public hearings (pub 2X = avg \$250 - 4 per year = \$1000)	209	0
56120	Office Operation Expenses - PZC hearing signs (\$20.50/ea), general office supplies related to PZC (avg \$500)	0	939
58100	Due & Fees - CTFPZC Newsletter & Dues (\$110) & any PZC Training (\$40-\$60ea) new training will be required in coming year	110	190
	<b>Total</b>	1,004	2,154

<i>The P&amp;Z budget flexes based on activity that comes before the Commission</i>
<i>An increase in proposals/development activity will increase each of the categories listed</i>
<i>A decrease in proposals/development activity will require less expenditure</i>

Any Change (+/-) in a category please explain.

By: Adam Teller/Patrice Carson

Signature(s):

**& ZONING**

**NO. 11**

<b>Approp. for</b>	<b>Actual</b>	<b>Request</b>	<b>Proposed</b>
<b>this year</b>	<b>Expenditures</b>	<b>for</b>	<b>by Selectmen</b>
<b>2021-2022</b>	<b>7/1/21-11/1/21</b>	<b>2022-2023</b>	<b>2022-2023</b>
2,400	330.00	1,275	
540	378.69	1,480	
1,000	0.00	900	
1,000	0.00	650	
4,940	708.69	4,305	0

*above*

**BUDGET: Planning & Zoning Commission**

1. Please describe in one to two paragraphs the scope of services that your department provides to the town and how the requested funds will help deliver said services. This text may be included in the final draft of the budget document to be presented to the public; please proofread and choose your words carefully.

*The Planning and Zoning Commission (PZC) is an elected commission of seven members and three alternates charged with the long-range planning, conservation, and development of the Town of Bolton. Through its Plan of Conservation & Development (POCD) the PZC sets future policy for the conservation and orderly development of the Town over the next decade and beyond. Through its Subdivision Regulations and Zoning Regulations, the PZC implements the POCD by regulating the residential, commercial, and industrial development of Town.*

*The Planning & Zoning Commission is supported by the Land Use Department and its staff which is a multi-disciplinary team of Town officials including the Consulting Director of Community Development and Building Official/Zoning Enforcement Officer/Fire Marshal, Town Engineer, Department of Public Health and Inland Wetlands Agent who are charged with comprehensively reviewing all development proposals and applications pending before the Commission.*

2. Please thoroughly explain any increase requested in a line item. Are there any operational efficiencies you are proposing?

*We are only requesting one increase in advertising. Last FY the PZC was not required to publish their decisions and public hearing notices in the newspaper. With COVID restrictions lifted, these expenses return to the budget. Figure is based on required legal advertising in The Hartford Courant for decisions which get published once (average \$40 - 1 per month = \$480) and public hearings which get published twice (average \$250 - 4 per year = \$1000). This figure is volatile based on the activity that comes before the Commission.*

3. In addition to any capital requests, please identify any day to day operational issues or changes in delivery/level of services you foresee in the short term (next 3 years) that will have a budgetary impact?

*We do not foresee any operational issues or changes in the short term.*

4. Do you anticipate any funds being left in your budget this year? If so, please explain.

Unknown at this time, but probably not.

5. Please complete a minimum of one “drop” decision package form for your department to identify a service, program, or other item that you would prefer to see reduced in the event that Town Elected Officials choose to make budget cuts in your area. Two to three “drop” decisions are encouraged as a precaution. – **Attached.**
6. You are invited to compete as many “add” decision packages as you fee are needed to help enhance the offerings of your department. Please return all decision package sheets to the Selectmen’s office with your completed budget sheets. – **No “add” requested.**



**Decision Package # out of # .**  
*#1 being the first one to take (least impact)*

**Department: Planning & Zoning Commission**

Explain proposed reduction (programs or services reduced or eliminated and its effect on hours, etc.):

***We think, if needed, \$200.00 could be cut from the Payroll Account.***

Explain why this particular item was selected:

Quantify categories that are reduced:

<b>Expenditure Category</b>	<b>Reduction Amount</b>	<b>Staffing Impact</b>	<b>Remarks</b>
Payroll	<b>200.00</b>	<b><i>Probably none</i></b>	<b><i>Depends on issues that arise during the year</i></b>
Professional/ Technical Services			
Repairs & Maintenance Supplies			
Office Operating Expenses			
Other Supplies			
Equipment			
Other (specify line item)			
<b>Total</b>	<b>200.00</b>		

Summary:

***If this line item is cut, it probably will not impact the work of the Planning & Zoning Commission unless proposals and development activity rise and more or longer meetings and public hearings are needed.***

**Decision Package # out of # .**  
*#1 being the most important to fund*

**Department:**

**Subject:**

Explain proposed addition here (programs or services added and their effect on hours, etc.):

Explain why this particular item was selected:

Quantify categories that are added/funded:

<b>Budget Category</b>	<b>Addition Amount</b>	<b>Staffing Impact</b>	<b>Comments</b>
Payroll			
Professional/ Technical Services			
Repairs & Maintenance Supplies			
Office Operating Expenses			
Other Supplies			
Equipment			
Other (specify line item)			
<b>Total</b>			

Summary: