

**BOLTON PLANNING & ZONING COMMISSION**  
**REGULAR MEETING**  
**7:30 PM, WEDNESDAY, JUNE 12, 2024**  
**BOLTON TOWN HALL, 222 BOLTON CENTER ROAD**  
**In-Person and Via Zoom**  
**MINUTES**

**PZC Members Present In-Person:** Chairman Tom Manning, Arlene Fiano, Marilee Manning, Thomas Robbins, Alternates Tom Crockett and Diane DeNunzio

**PZC Members Present Via Zoom:** Vice-Chair James Cropley, Alternate Kawan Gordon

**PZC Members Absent:** Jeremy Flick, Steven Clark

**Staff Present Via Zoom:** Patrice Carson, AICP, Consulting Director of Community Development, Michael D'Amato, Interim Zoning Enforcement Officer, Recording Secretary Linda H. McDonald

**1. Call to Order:** T. Manning called the meeting to order at 7:31 p.m. T. Crockett was seated for S. Clark and D. DeNunzio was seated for J. Flick.

**2. Approval of Minutes: May 8, 2024**

T. Crockett MOVED to APPROVE the regular meeting minutes of May 8, 2024 as presented. A. Fiano SECONDED. MOTION CARRIED 6:0:1 with J. Cropley abstaining.

**3. Residents' Forum:** No member of the public wished to speak.

**4. Staff Reports:** P. Carson reported she has been wrapping up the Subdivision Regulation review. Staff has been completing a Certificate of Occupancy for 7 Loomis Road for the six units of senior housing. She noted there was a debut today of Connecticut's Countryside website which will probably be going live in about a month. She said the website will be interactive and connected to the CTVisits website. Businesses in town will be able to post events. Aquifer protection renewal notices have been sent out and will be before the commission at a future meeting.

M. D'Amato reported the final inspections for 7 Loomis Road have been finished. He said staff have had meetings with property owners and people interested in parcels of land for sale, contemplating purchasing commercial pieces, specifically property at 4 Tolland Road (oil company location) and on West Street.

**5. Old Business**

a. **Other:** No other old business.

**6. New Business**

a. **Other:** No other new business.

**7. Ongoing Discussion: Bolton Subdivision and Zoning Regulations:**

P. Carson began review of the proposed changes to the codification of the Subdivision Regulations. She will ask General Code about the possibility of creating live links to where the Bolton Zoning Regulations and Connecticut General Statutes are cited in the codified Subdivision Regulations. P. Carson explained

proposed language deletions, changes, and additions with the commission members, in accordance with current practices and requirements of the Land Use Office, Planning and Zoning Commission and state statutes. The town engineer will review the sections pertaining to his requirements. During the review, the members held discussion on adding language to protect healthy existing mature vegetation during the siting of the subdivision.

P. Carson said she will continue to work on the codification, incorporating commission recommendations and input from tonight's discussion. The members recognized the amount of time and work P. Carson and M. D'Amato have put into the codification process and thanked them for their efforts.

**8. Correspondence:** There was no correspondence.

**9. Adjournment:** J. Cropley MOVED to adjourn the meeting at 9:05 p.m. T. Crockett SECONDED. MOTION CARRIED 7:0:0.

Respectfully submitted by Linda H. McDonald

*Linda H. McDonald*

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