

BOLTON PLANNING & ZONING COMMISSION
REGULAR MEETING
7:30 PM, WEDNESDAY, JUNE 11, 2025
BOLTON TOWN HALL, 222 BOLTON CENTER ROAD
In-Person and Via Zoom
MINUTES

PZC Members Present In-Person: Chairman Tom Manning, Marilee Manning, Alternate Tom Crockett

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

PZC Members Absent: Steven Clark, Jeremy Flick, Thomas Robbins, Alternate Diane DeNunzio

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

1. Call to Order: T. Manning called the meeting to order at 7:30 p.m. T. Crockett was seated for J. Flick, and K. Gordon was seated for S. Clark.

2. Approval of Minutes: May 14, 2025

T. Crockett MOVED to approve the minutes as written. K. Gordon SECONDED. MOTION CARRIED 5:0:1 (J. Cropley Abstained).

3. Residents' Forum: None

4. Staff Reports: P. Carson reported that the Capitol Region Council of Governments (CRCOG) is conducting a housing suitability analysis for potential housing development sites, and staff has been working on submitting the Cider Mill property and the drive-in property, both consisting of 20 acres, for consideration. She added that CRCOG will evaluate submissions from towns in their region with a focus on properties that lack sewer infrastructure. P. Carson explained that the selected site will undergo a comprehensive assessment to determine suitability for multi-family housing including a review of site conditions such as wetlands and available utilities, the feasibility of development, and potential housing uses. The assessment will also determine whether potential changes could be made such as zoning changes, land value adjustments, tax abatements, or infrastructure investments. P. Carson explained that the process would provide the owner of the selected site with a viable project proposal and conceptual rendering that could be presented to developers.

T. Crockett raised concerns regarding potential unit restrictions on the drive-in property. A. Fiano clarified that the restriction was based on the sewers limited capacity to serve a large number of homes as well as the number of Equivalent Dwelling Units (EDUs) that the Water Pollution Control Authority (BLRWPCA) is willing to provide. P. Carson noted that she is unsure if CRCOG would consider housing that is on a septic system. T. Manning pointed out the difficulty of installing septic systems on either property as they are both situated on a stratified drift aquifer. P. Carson agreed and noted that the issue would be addressed during the review process and would potentially include an analysis of whether a sewer system could be used.

A. Fiano stated that both of the potential housing sites also serve as the largest commercial opportunities. P. Carson stated that the issue with using the drive in property for commercial is that it is hidden from street view. She added that the privacy of that location makes it more suitable for residential use.

P. Carson reported that the housing bill is on the Governor's desk, and the Connecticut Conference of Municipalities (CCM) and the Connecticut Council of Small Towns (COST) have asked the Governor to veto the bill. She explained that the Governor has 15 days to decide whether to veto the bill, send it back for a special session, or approve it with certain conditions.

P. Carson noted that an application for a house within 50 feet of the lake will be coming to the PZC in July, if approved by the Inland Wetlands Commission, that is on the same street as two other applications she mentioned at last month's meeting.

M. D'Amato reported that CRCOG has received funding from the State through the American Rescue Plan Act (ARPA) to work with towns to standardize the parcel layer that is used in the regional Geographic Information System (GIS). He stated that he and P. Carson have been working with CRCOG and a vendor to conduct an analysis of the current parcel map, which has not been updated since 2016, with the goal of providing an updated map by the end of the year. P. Carson added that she is hopeful that a maintenance contract will be subsequently implemented to keep the parcels updated on a regular basis. She also noted that the tax map needs to be updated, maintained, and digitized and expects those improvements would be part of the maintenance contract.

J. Cropley asked whether the Dollar General store has removed the dead plants from their property to comply with the bond release request and inspection. M. D'Amato explained that staff decided to provide the company with another growing season since it was difficult to determine at the time which plants were dormant and which plants needed to be removed. J. Cropley noted that the side of the property is currently overgrown with weeds, and it is difficult to determine if anything has been planted. M. D'Amato stated that it is likely that the company has not come forward for the bond release because they are aware that the property is not in compliance. He added that residents have requested that a barrier be planted to shield their elevated view of the property.

5. Old Business

a. **Other:** There was no old business.

6. New Business

a. **Other:** There was no old business.

7. ONGOING DISCUSSION: Bolton Subdivision and Zoning Regulations

T. Manning stated that he reviewed the CRCOG staff analysis of House Bill 5002 and noted that it includes a Priority Housing Affordability Plan that offers priority for funding. He added that Bolton is required to submit a plan and recommended that the PZC discuss how they will comply with the mandate. T. Manning explained that the mandate was implemented because of the lack of affordable housing in Bolton and added that the plan must include an inventory of vacant and developable land. J. Cropley asked if some of the zoning regulations could be changed to accommodate the request. T. Manning replied that zoning changes

would be made based on the POCD. He also raised concerns about the mandate to accept up to 12 housing units in a business zone. P. Carson added that no funding is provided to meet any of the mandates.

T. Manning suggested taking advantage of an opt-in for transit-oriented development and noted that high density requirements must be met. He added that CRCOG also provides funding for transit improvements. He also highlighted the Priority Housing Development Zone outlined in the bill and noted that the Town applied for an incentive housing zone overlay in 2008; however, it was not funded due to the financial collapse during that time. P. Carson asked if the zone included a mixed-use requirement. T. Manning replied that it did but noted that the Incentive Housing Zone (IHZ) was separate. He added that applying for both the Priority Housing Affordability Plan and the Transit-Oriented Complexes would result in priority consideration for infrastructure funding that could help with correcting the intersection of Routes 6 and 44.

T. Crockett raised concerns about the location of a Dunkin Donuts that is being put in near Routes 6 and 44 next to the gas station due to difficulties entering and exiting the location due to heavy traffic. P. Carson stated that it is set up for a Dunkin' Donuts with a drive-thru and proper zoning use, but the company would need to apply for building permits.

M. Manning asked if the data on the potential use of new septic systems has been sent to Thad King to determine the feasibility of their use on challenging properties in Bolton. T. Manning replied that he has not sent the data yet but will submit it to P. Carson for review.

8. Correspondence: There was no correspondence.

9. Adjournment

T. Crockett MOVED to ADJOURN the meeting at 8:07 p.m. J. Cropley SECONDED. MOTION CARRIED 6:0:0.

Respectfully submitted by Kacie Cannon

Kacie Cannon

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