

BOLTON PLANNING & ZONING COMMISSION
REGULAR MEETING
7:30 PM, WEDNESDAY, JULY 9, 2025
BOLTON TOWN HALL, 222 BOLTON CENTER ROAD
In-Person and Via Zoom
MINUTES

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

PZC Members Absent: Jeremy Flick, Steven Clark, Alternate Kawan Gordon

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

Others Present In-Person: Bryce Aaronson, Sylvia Ounpuu, Jim Adams, Barbara Amodio, Andrew Ladyga

Others Present Via Zoom: Ken Boynton, Jon Boynton

1. Call to Order: T. Manning called the meeting to order at 7:30 p.m. D. DeNunzio was seated for Steven Clark and T. Crockett was seated for J. Flick.

2. Approval of Minutes: June 11, 2025

T. Crockett MOVED to approve the minutes as written. J. Cropley SECONDED. MOTION CARRIED 5:0:2 (D. DeNunzio and T. Robbins Abstained).

3. Residents' Forum:

Bryce Aaronson, 149 Brandy Street, shared Bike Walk Bolton's interest in discussing a Complete Streets Plan with the Planning and Zoning Commission (PZC). He mentioned that the group has presented the plan to the Board of Selectmen and has been working with them to improve intersections throughout town.

Sylvia Ounpuu, 48 Stone Hedge Lane, explained that Bike Walk Bolton was formed in 2016, and their efforts have led to numerous safety improvements in town including safe access to bike lanes and trails, signage installation, and bike safety programs for children. She noted that the group is currently working on implementing a Complete Streets plan to enhance safety and accessibility for pedestrians, bicyclists, and motorists. She requested an opportunity to present the plan at a future PZC meeting.

Jim Adams, 48 Stone Hedge Lane, noted that the Complete Streets Plan aligns with Vision Zero, a statewide initiative to eliminate traffic fatalities and injuries, which is supported by recent legislation.

Barbara Amodio, 50 Volpi Road, highlighted Bike Walk Bolton's pledge campaign encouraging residents to observe speed limits. She stated that pledge forms are available at the library and invited PZC members to participate.

4. Staff Reports:

P. Carson highlighted recent meetings she participated in regarding a connectivity ride on Route 6, the Cider Mill property, and appraisals for a subdivision on French Road. She also shared updates on the Connecticut's Countryside website, noting a 50% increase in unique visitors, over 100% growth in page views, and a 10% decrease in the bounce rate. She asked the PZC to encourage any local business owners

they know to add their free listings and events to the website because it is getting a lot of traffic. A. Fiano asked if CTs Countryside is planning any events for the 250th Celebration. P. Carson stated that she will find out at the next meeting.

M. D'Amato stated that he and P. Carson are collaborating with the Capitol Regional Council of Governments (CRCOG) to update Bolton's municipal parcel data. He explained that the project is funded by the America Rescue Plan Act (ARPA), and there is no cost to the town. CRCOG's GIS manager is working with a vendor to compile parcel changes from the past nine years, which are currently stored in a large filing cabinet at the assessor's office. M. D'Amato also reported that permits have been issued for the building at 271 Hop River, and signage is expected to be installed soon.

5. Old Business

a. Other: There was no old business.

6. New Business

a. DISCUSSION/POSSIBLE DECISION: Site Plan Application for New House, 61 Vernon Road, Jon Boynton (#PL-25-5)

Jon and Ken Boynton of Boynton Construction presented the application on behalf of the property owner. Jon Boynton stated that they are seeking approval to build a single-family residence on an existing foundation 50 feet from the lake, and the Inland Wetlands Commission (IWC) has approved the application.

T. Crockett asked if the well would be shared and if the home will have a basement. J. Boynton stated that the well is not shared as it is located on the property, and the neighbors have their own well. He explained that the home will have a basement which will serve as the lower level of the home and provide lake access, due to the site's elevation. Ken Boynton added that the basement would be approximately six or seven feet above the lake.

P. Carson confirmed the Inland Wetlands Commission approved the application saying that the plans are followed and E&S controls are properly installed and maintained, there will not be a detrimental impact on the lake as a result of this application.

T. Manning MOVED that the Planning and Zoning Commission approves the new house proposed by Jon Boynton for 61 Vernon Road in the Site Plan application #PL-25-4 and finds that it is in compliance with the requirements of section 450-3.7 Wetland conservation of the Bolton Zoning Regulations. J. Cropley SECONDED. MOTION CARRIED 7:0:0.

b. Other: There was no other new business.

7. ONGOING DISCUSSION: Bolton Subdivision and Zoning Regulations

T. Manning noted that he reached out to Thad King of the Eastern Highlands Health District and learned that the Subsurface Sewage Disposal Systems (SSDS) are proprietary systems approved by the Health District. The systems have several advantages, and T. Manning recommended considering them for affordable housing projects. P. Carson e-mailed the correspondence between T. Manning and T. King to the PZC members, and T. Manning encouraged them to review the website links on SSDS and Geomatrix systems.

T. Manning asked where he can find the Table of Uses for all zones. M. D'Amato noted that the table was created by staff but has not yet been codified. P. Carson stated that she will send the updated version to the Commission.

P. Carson explained that staff reviewed the 13-page Sign Code Regulations and had challenges reaching the same answer when attempting to calculate the size requirements due to their complexity. She recommended shortening and simplifying the regulations. M. D'Amato agreed and noted that the current method of calculation is unusually complicated. He suggested establishing more consistent and uniform regulations since there is not much disparity between the average buildings, and he has not received any signage complaints during his tenure with the Town.

M. Manning inquired about the possibility of enhancing the lighting or visibility of the driveway to the Dollar General as it is difficult to see the entrance at night. P. Carson stated that she can ask the property owner to consider improving the area but cannot enforce any changes. She added that it may be easier to negotiate when an application is made for the last lot on the back area of the property.

8. Correspondence: There was no correspondence.

9. Adjournment

J. Cropley MOVED to ADJOURN the meeting at 8:29 p.m. A. Fiano SECONDED. MOTION CARRIED 7:0:0.

Respectfully submitted by Kacie Cannon

Kacie Cannon

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