

TOWN OF BOLTON
BOARD OF SELECTMEN
RESOLUTION
FEBRUARY 6, 2014

Whereas, the Town of Bolton received a grant from the Connecticut Trust for Historic Preservation's "Vibrant Communities Initiatives Program";

Whereas, the purpose of the grant was to develop a land use study and plan that created a unified vision for Bolton Center focusing on its historic, municipal and recreational assets and potential linkages among key Town Center assets;

Whereas, the Selectmen established a Stakeholder Committee comprised of Study Area Residents, Town Boards, Agencies and Commissions, Multi-Town Agencies, Local Not-for-Profit Groups and Town Staff to work collaboratively with the consultant team of Richter & Cegan Inc. throughout the planning process;

Whereas, the "Bolton Center Study" provides a guide for the implementation of a long-term unified vision for Bolton Center;

Now, Therefore Be It Resolved that the Bolton Board of Selectmen does hereby adopt the "Bolton Center Study, Town of Bolton, Connecticut" dated July 2013 prepared by Richter & Cegan Inc. in association with Crosskey Architects LLC, Historic Perspectives Inc., Bartran and Cochran, Frederick P. Clark Associates Inc., and Planimetrics.

1

Executive Summary and Key Recommendations

Summary

This planning study has been undertaken to help the Town of Bolton create a useful vision for Bolton Center focusing on its historic, municipal and recreational assets. The study builds upon previous plans and reports, and provides a comprehensive vision for Bolton Center that preserves its rural and historical heritage, while looking to the future and how the center might evolve. The study addresses economic development opportunities in the Center, as well as the potential for municipal facility expansion in the core complex. Preservation and enhancement of key assets in the Center is a primary focus of the study, as well as providing linkages between these assets.

The study provides recommendations for the preservation of open space and key agricultural properties to help preserve the town's rural heritage. It also provides recommendations for the preservation of key historical buildings and properties and looks at how these can be integrated into the village fabric and become more interactive community assets, providing not only a sense of civic pride, but also provide function and community enjoyment. The expansion of municipal facilities in the core complex is another primary recommendation of the study. Community identity and village center vitality in smaller rural towns is often dependent on the location of municipal uses in the village core. Central to the study is the Land Use Vision Plan which reflects the community's vision for Bolton Center. With guidance from the consultant team, it provides a road map of how to achieve that vision by providing a number of key recommendations that are discussed below.

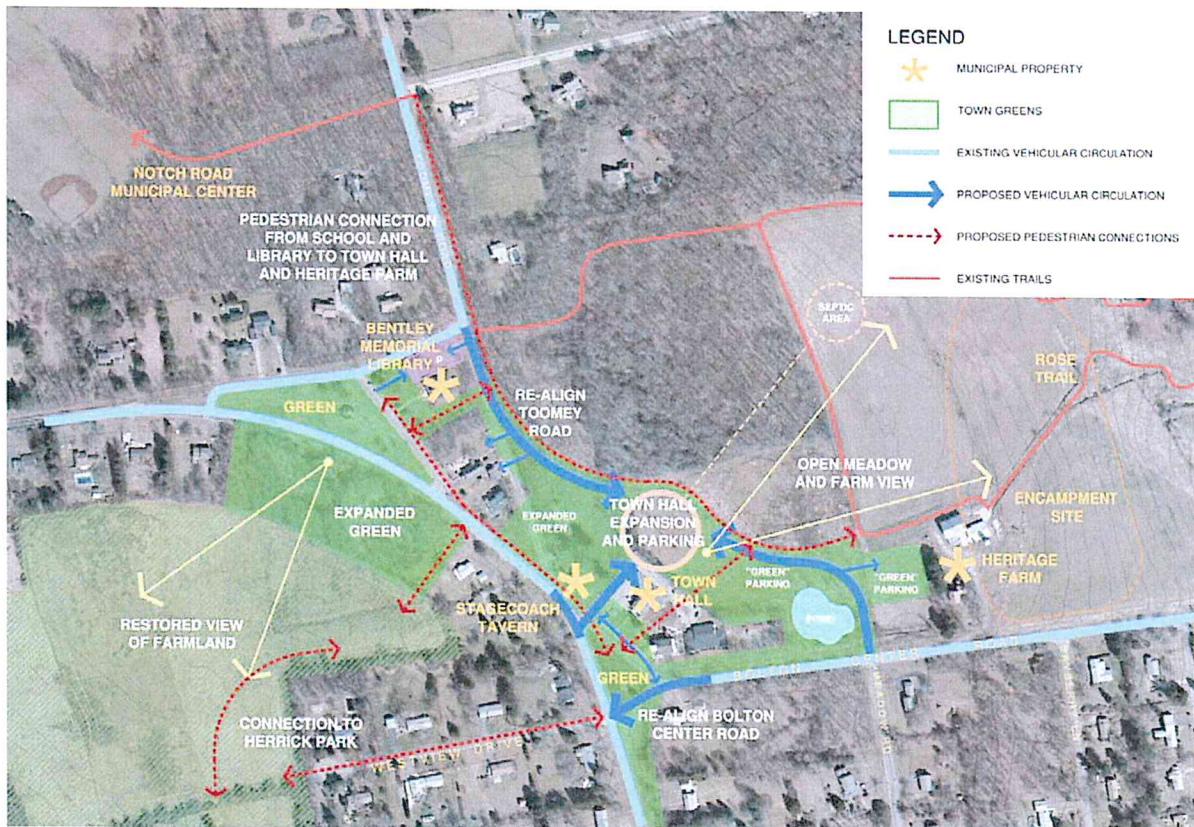


Figure 1-1: Land Use Vision Plan

Source: Richter & Cegan Inc.

Key Recommendations

The following are key recommendations for Bolton center which are described in further detail in chapters 5-7 of this study.

Pedestrian Connections and Improvements

A key component to the vision plan is to provide better pedestrian connectivity to all key buildings and uses within the center. New walkways would link Town Hall with the Library, Heritage Farm, the Greens, etc. Pedestrian linkages between Notch Road Municipal Center and the village core and Heritage Farm would be improved and formalized. In addition, a pedestrian connection between the center and Herrick Park through easements or parcel acquisition would be encouraged. Providing connectivity between the key destinations and community assets will help to improve access and organization, and make the center more walkable, while providing opportunities for safe and attractive passive recreation.

Town Hall Expansion

The Town Hall is a vital component of the village fabric. Moving it would dilute and fragment the center's vitality. Through careful discussions and looking at the various options, it was decided that it made the most sense to keep Town Hall in its current location with an appropriate addition in order to meet the Town's needs. Concerns over the visual impact of a new addition were mitigated by the consultant team with discussion of setting the addition into the slope at the back of the existing building to minimize the scale of the addition as viewed from Bolton Center Road. In addition, using context sensitive materials on the exterior of the building to help fit into the character of the community was another key consideration. The vision plan proposes that the addition to the existing building be located to the east of it with the main level of the existing building at the same elevation as the second floor of the addition. Additional parking and site improvements associated with the new addition would be at the back or side of the building to minimize visual impact from Bolton Center Road and the village core. The new addition would afford panoramic views out across Heritage Farm and provide an opportunity for a greater visual connection to the farm. Building and parking improvements will need to address the challenges posed by the recently mapped wetlands located behind the existing town hall property. Any proposed improvements should try to avoid or minimize impacts to these wetlands.

Heritage Farm View Shed

An important element to the overall character of the center is the view toward Heritage Farm from Town Hall and the surrounding area. This view of the farm is a reminder of the town's historical and agricultural heritage. It provides a visual connection to the past, while promoting the Town's rural character, as well as providing useful orientation from the center back to an important community asset. The vision plan recommends the preservation of this view shed from the center back toward the farm, with any future improvements within the center being mindful of this view and taking precautions not to negatively impact it.

Library Green Improvements

The Town Green in front of the Bentley Memorial Library is one of the first things people see as they enter the village core from the west. With its open lawn and traditional gazebo, it is used for various civic events and is symbolic as a gathering place for the community. Surrounded on all sides by roads, it is somewhat isolated. The one-way road on the east side of the green is primarily for access to parking for the library, and also serves for parent drop off at the nearby Montessori School. To provide a better connection to the Library and village center, the vision plan proposes that most of the road be removed and replaced with an expanded green. New parking for the library and modified drop off for the Montessori School would allow for this expansion and provide additional space for civic events and pedestrian connections. A new parking lot is proposed for the north side of the Library. Other improvements to the green would include the addition of walkways, site furnishings, pedestrian lighting, burying of overhead utilities and shade trees where appropriate.

Preserving Open Space and View Sheds: Acquisition of Key Parcels

The town has a rich history and agricultural heritage. Properties like Heritage Farm are key elements in preserving the rural character of the center, and this character is why many people move to Bolton. Care should be taken to identify key parcels for future acquisition by the town in order to maintain the image and character of the community. The vision plan identifies one specific key parcel in the village core that should

be considered for future acquisition. This 65.5 acre property is a mix of open agricultural fields and woodlands, and is directly adjacent to the village core and Herrick Park. The property provides opportunity for the preservation of the Town's rural character and for expansion of both passive and active recreation. Its proximity to both the center and Herrick Park make it a logical connection between the two. Previous studies have found that the property's high water table make it unlikely for development. Therefore, the Town should consider acquiring the property if it becomes available.

Expanding Green/View Restoration

The Town green in front of the Library is an important civic space for community events. It is also a key element in defining the character of the village core. On the southwest side of Bolton Center Road, across from the green, are three vacant parcels of land that abut the key parcel considered for acquisition. It is likely that these three parcels also have similar development restrictions as the key parcel and should also be considered for acquisition at some point. They provide an opportunity for both expansion of the civic green and for the restoration of the view shed into the key parcel. Historically, these properties were open and allowed for unobstructed views into the agricultural fields. Opening these views would enhance the rural character of the center and tie back to its rural heritage. This can be accomplished through selective clearing of the property without removing all vegetation. Preservation of canopy and selected understory allows for wildlife habitat, while still providing open vistas into the adjacent property. The space could read as an expanded green without expansive areas of open lawn.

Re-align Toomey Road

The vision plan for Bolton Center includes, amongst other things, expansion to Town Hall, the potential for limited commercial development in the center, expanded town greens and the restoration/enhancement of heritage Farm and its facilities for community use and events. All of these factors bring with them an increase in parking demands and vehicular traffic. As a way to help mitigate these increases the vision plan proposes to re-align Toomey Road from behind the Library to Bolton Center Road across from Meadow Road. By re-aligning Toomey Road, there is improved access to the proposed Town Hall expansion and related parking. In addition, it also allows for better access to Heritage Farm. The current driveway at the farm is limiting in how the property is accessed, and is adjacent to the archeological site on the property. Therefore, significant modifications to the drive would be challenging. The road would allow for access to the farm from the west, and provides an opportunity for additional parking at the farm for events.

To help address storm water management and fire protection issues for the newly aligned road and expanded town hall, the vision plan proposes a pond at the lower elevation adjacent to Bolton Center Road. Similar to the Town Hall expansion, the pond design will have to take into account the recently mapped wetlands on the Pistrutto property.

Unified Signage Program

The vision plan proposes that the town implement a unified signage program in the village core and beyond to help identify key buildings, parks, historical sites, etc. Although it is not intended that the signs all be identical, it is recommended that a family of signs be considered, with consistency in materials, detailing and aesthetics based on use and purpose. Wayfinding signage would assist residents and visitors how to identify and access key destinations within the village core while providing a unified town aesthetic.

Historic Buildings

There are several historic buildings in the village center, many of which are town-owned. Preservation and enhancement of these structures is a key element of the vision plan and a priority for the town. Aside from Town Hall, which was previously discussed, three other key buildings were looked at as part of the planning process: the Stagecoach Tavern, Heritage Farm House and Heritage Farm Barn. The architectural consultant on the team looked at the condition of the buildings along with their current uses, and made recommendations for potential future uses based on town needs and desires. These buildings are important to the character of the village core and should be addressed as soon as feasible for the Town.

- **Stagecoach Tavern**

The Stagecoach Tavern is located in the village center adjacent to Town Hall. It is currently used to house Resident State Trooper offices. Potential future uses include the conversion to a single family home, limited commercial or office space, or continued use as State Trooper or other municipal offices. Although there are several potential uses for the historic structure, the majority of the Stakeholder Committee favored converting the building to limited commercial such as a tavern or coffee shop. There is a need in the center for limited commercial growth, and this building could fill that void, as well as provide a place for social gathering. The vision plan supports this use and recommends consideration be given to converting the building to a food service establishment.

- **Heritage Farm House**

The Heritage Farm House is located along Bolton Center Road just outside of the village center. The historic home is currently unoccupied and starting to show signs of deterioration. Attention should be given to the restoration and maintenance of the building in order to preserve it for the future. Potential future uses of the building include continuing to use it as a single family home, or converting it to municipal uses such as offices for the Historical Society or offices related to the farm (i.e. visitors center, administrative offices). Members of the Stakeholder Committee preferred its continued use as a single family residence. The vision plan supports this use and recommends that the Town renovate the building as a single family residence, whether through use of municipal funding or grant monies. The Town could either lease the house to a private citizen or provide housing for a Town employee. Either way, having someone live in the house and assist with its maintenance, will help to keep the structure viable long term.

- **Heritage Farm Barn**

The Heritage Farm Barn is located just behind the Farm House. It consists of the original main barn structure and some later additions. The barn is currently used for storage and provides some support for the associated farming operations on the property. Potential future uses include maintaining the structure as a barn and storage, or converting it to event space and/or an annex to town offices. The Stakeholder Committee supported the idea of converting the barn to event space that could be used for special events, weddings, dances, etc. The vision plan also supports this use. The barn offers the potential for greater use of the farm, while providing an opportunity to generate funding to help in the maintenance and long-term upkeep of the farm. The use as a multi-purpose event space also provides the opportunity for civic gatherings and social interaction within the community. The vision plan proposes that Heritage Farm be preserved and enhanced for the community's use and enjoyment, whether as an event space, recreation asset or educational resource.

In order for Bolton to increase foot traffic into the Heritage Farm, a successful tourism strategy must be created and implemented in order to help defray costs associated with the yearly upkeep of the Heritage Farm buildings and property. Said strategy should include the sponsoring of various activities at the farm, adding interpretive signage, creating an outdoor classroom for educational programs for both children and adults, having exhibits for cultural resources including found artifacts, as well as other physical improvements including a new driveway and parking pad. Efforts should also be made to obtain grant monies from the various agencies listed within the narrative of this report.

Implementation Tools

This study provides recommendations for the implementation tools needed in order to achieve the proposed vision. These include recommended changes to the Plan of Conservation and Development, Zoning Regulations, and the Bolton Architectural and Site Design Guidelines, which will assist the town in shaping and protecting the future of the center. See Chapter 8 for a detailed discussion of regulatory recommendations for implementing the Vision Plan.

Next Steps

The Vision Plan is a tool to help guide the town and provide a roadmap for future improvements in the center. It is not a detailed design, and additional decisions and more detailed design will need to be addressed and provided in order to move forward. To help with this process the town plans to set up a committee to assist in prioritizing components of the vision plan and to help determine the next steps.

Once a list of priorities is established, the town can make informed decisions on how best to proceed with the plan's implementation. Preliminary design work will be needed to establish specific scope for site improvements and related site cost estimating. An accurate survey of the project area is essential so that preliminary designs can respond to site constraints such as topography, wetlands, and site surface conditions. As the list of priorities are established by the Town it is important that initial improvements will not have to be modified by subsequent improvements that follow.

Grants and Funding

A number of suggestions are made within the study for possible grant and funding sources. This report strongly encourages the Board of Selectmen to work positively with other boards and commissions, as is appropriate, in seeking grants even if they require a match from Town funds.

Conclusions

The Land Use Vision Plan is a long-term plan for the future of Bolton Center, to preserve and promote its rural and historic heritage, while allowing for the enhancement and expansion of municipal facilities, historic assets and recreation resources. Through collaboration of the consulting team, and the community, a long-range vision for the center was realized, one that allows for change, yet respects and ties back to the history of the community. The vision plan's recommendations meet the town's future needs: providing expanded facilities and services; connecting uses and resources through a strong pedestrian-oriented system; engaging, enhancing and promoting Heritage Farm as an historic and cultural resource for education and heritage tourism; and providing recommendations on how to implement this vision. Bolton Center is a special place, rich with history and civic pride. The Land Use Vision Plan respects this and builds upon a community vision for the next generation.

8

Regulatory Recommendations for Implementing the Vision Plan

Implementation

Identification of desirable future outcomes is typically the main purpose of a planning process. The Vision Plan endorsed by the Steering Committee and by residents attending the public informational meetings identifies the desirable future outcomes for Bolton Center:

- Create a more vibrant Town Center
- Preserve the historic buildings in the Center
- Create a community gathering spot (Stagecoach Tavern)
- Keep Town Hall in core area / expand
- Maintain and protect the Center's rural heritage / character
- Increase walkability in the Center and improve pedestrian environment
- Improve the roadways and traffic circulation
- Reduce the impact / visibility of traffic and parking
- Improve the Town Greens (expand / connect / accessible)
- Key parcel acquisition (open space / view shed / linkage)
- Historic Center and Heritage Farm resources to be focused on intra-town use / activities
- Preserve the farmstead and character of the site
- Integrate Heritage Farm geographically / functionally / educationally
- Preserve and promote the Rochambeau archeological site and the Washington-Rochambeau Revolutionary Route (W3R) connection

While identification of a desirable future outcome is important, that effort will only bear fruit if tasks or actions are implemented to make it happen. This section of the report outlines some of the tasks, tools and organizations to implement the recommendations from the Bolton Center Study.

Regulatory Recommendations

There are several local regulatory documents / processes which can help Bolton accomplish its vision for the Center:

- Plan of Conservation and Development
- Zoning Regulations
- Design Controls

Plan of Conservation and Development

A Plan of Conservation and Development (POCD) is a document which outlines the community's overall goals and objectives for its physical development. For that reason, the POCD is a logical place to reference the Bolton Center Study and incorporate its recommendations.

Incorporating the Bolton Center Study into the POCD will provide the following benefits:

- Confirms the community's vision as outlined in the Bolton Center Study
- Give a clear indication that the Bolton Center Study is a long-term objective of the Town
- Provide support for any future zoning changes desired to implement the Bolton Center Study (since consistency of zoning changes with the POCD is a consideration when amending zoning regulations)
- Provide support for possible future establishment of a "village district" as authorized by Section 8 -2j of the Connecticut General Statutes

8 Regulatory Recommendations for Implementing the Vision Plan

The requirements for adoption of an amendment to the POCD are outlined in Section 8-23 of the Connecticut General Statutes. They key steps in the process are:

- Preparation of a POCD amendment
- Submission to the Planning and Zoning Commission (either as actual application or as a suggestion of a POCD amendment for the PZC to implement)
- Scheduling of a public hearing (requires a 65-day notice period)
- Public hearing on adoption of the POCD amendment
- Adoption of the POCD amendment

★ It is recommended that the following text be considered for adoption as a POCD amendment:

Bolton Center Study

In 2013, a Bolton Center Study was prepared for the area around Bolton Center Road, Hebron Road, and Toomey Road. Preparation of the study was overseen by representatives of a number of local agencies and groups (Stakeholder Committee) and it included opportunities for public review and comment as the recommendations evolved. The consulting team included:

- Richter & Cegan (master planners and landscape architects)
- Crosskey Architects (historic architect)
- Historical Perspectives (cultural resource consultant)
- Bartram & Cochran (economic development consultant)
- Planimetrics (land use regulation consultant)
- Frederick P. Clark Associates (traffic engineer)

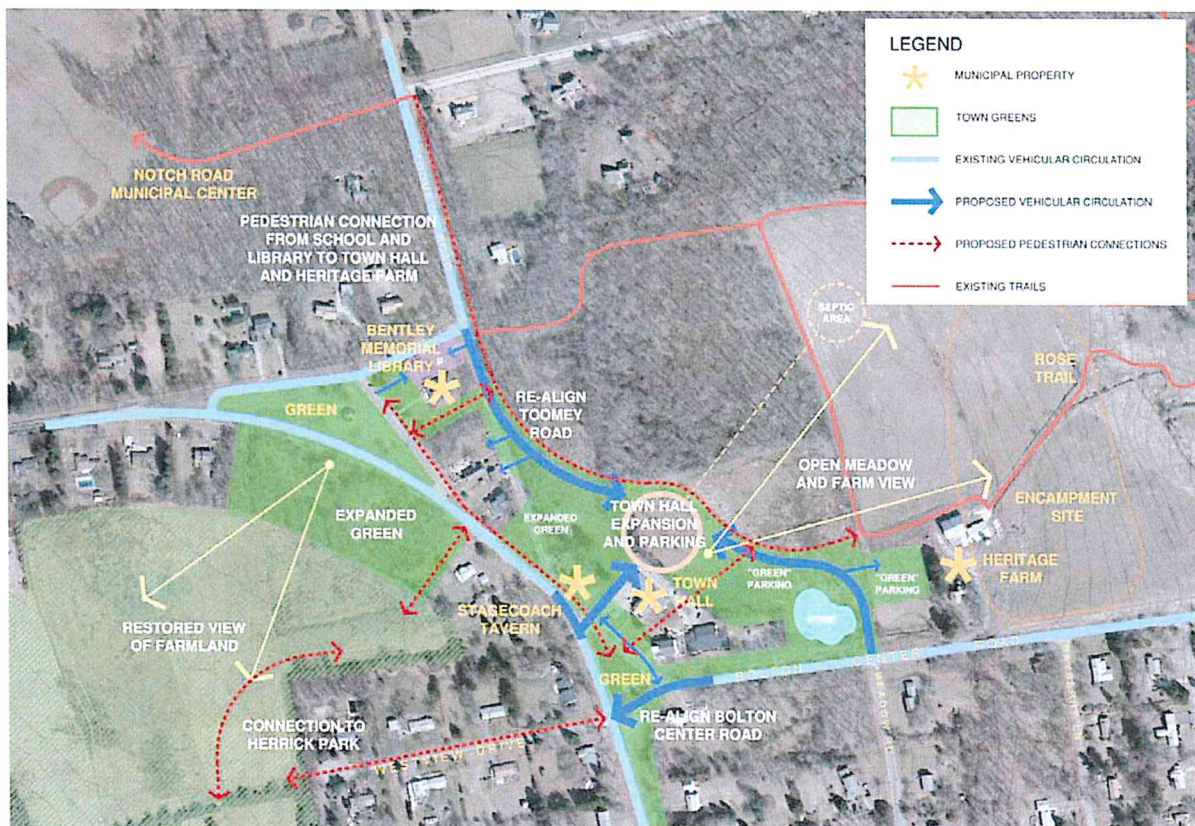


Figure 8-1: Land Use Vision Plan

Source: Richter & Cegan Inc.

Some of the key land use and transportation recommendations from the Bolton Center Study include:

- Maintaining Town Hall in this location and undertaking an expansion to meet community needs
- Re-aligning Toomey Road to connect with Bolton Center Road over by Heritage Farm and
- Re-aligning Bolton Center Road to create perpendicular intersection with Hebron Road
- Enhancing views of farmland
- Improving pedestrian connections and trails
- Re-purposing the Stagecoach Tavern as a municipal gathering place
- Enhancing the community / educational value of the Heritage Farm

The Bolton Center Study is hereby incorporated into the Bolton Plan of Conservation and Development. The study identifies a number of initiatives which were supported by the community and which will help to enhance Bolton Center and the Heritage Farm.

Bolton Center is an area with a distinctive character, landscape, and historical value related both to historical events which occurred here (the Rochambeau encampment during the Revolutionary War) and the relatively untouched rural and agrarian landscape which still remains. The Bolton Center Study clearly recognizes that these elements are important to the community and special efforts should be devoted to preserving them. One of the options available to the community is to establish a “village district” as authorized by Section 8-2j of the Connecticut General Statutes.

Creating a village district within the Bolton Center area gives the Planning and Zoning Commission the ability to establish regulations protecting the distinctive character, landscape and historic structures and to regulate new construction, substantial reconstruction and rehabilitation of properties within such district and in view from public roadways with regard to:

- the design and placement of buildings,
- the maintenance of public views,
- the design, paving materials and placement of public roadways, and
- other elements deemed appropriate to maintain and protect the character of the village district.

While the aesthetic controls of a village district can apply to all uses, it will be up to the Planning and Zoning Commission to determine if they wish to be involved in regulating activities associated with single-family residential structures and uses.

Open Space Plan

The Open Space Plan in Bolton’s Plan of Conservation and Development should be updated to include the acquisition of key parcels mentioned in the Vision Plan.

Zoning Regulations

The Bolton Center Study looked at the public buildings in the study area and evaluated potential uses. The uses preferred by the stakeholders group are highlighted below:

	Municipal Use	Quasi-Public Use	Residential Use	Business Use
Town Hall	<ul style="list-style-type: none"> • Town Hall (with addition) • Community meeting space 			
Stagecoach Tavern	<ul style="list-style-type: none"> • State Trooper • Annex to town offices 	<ul style="list-style-type: none"> • Historical Society • Multi-use center 	<ul style="list-style-type: none"> • Single family residence 	<ul style="list-style-type: none"> • Coffee shop / restaurant / social gathering space, possibly with display of town historical items • Retail • Offices
Heritage Farm	<ul style="list-style-type: none"> • Community events 	<ul style="list-style-type: none"> • Archeological / educational site 		
Heritage Farm House		<ul style="list-style-type: none"> • Historical Society • House museum • Farm visitors center • Administrative offices for farm events 	<ul style="list-style-type: none"> • Single family residence (family, employee, caretaker, etc.) 	
Heritage Farm Barn	<ul style="list-style-type: none"> • Annex to town offices 	<ul style="list-style-type: none"> • Barn • Storage • Event space 	<ul style="list-style-type: none"> • Housing 	<ul style="list-style-type: none"> • Event space

Table 4: Building Reuse and Stakeholder Preferences

Source: Planimetrics

The entire Bolton Center area is located in the R-1 zoning district in Bolton. Most of these uses are clearly permitted in Town-owned buildings in the R-1 zoning district and, as a result, no zoning changes are necessary.

With regard to establishment of a coffee shop / restaurant / social gathering space, the Town may wish to seek clarification from the Town Attorney. It is understood that the Town, by vote of its legislative body, has exempted municipal property from the zoning regulations (as permitted by Section 8-2(a) of the Connecticut General Statutes). However, the consulting team does not have a great deal of experience with this type of situation and cannot give advice regarding whether the exemption of municipal property extends to third party use of a municipal building or any other issue.

Design Controls

Bolton Center is an area with a distinctive character, landscape, and historical value related both to historical events which occurred here (the Rochambeau encampment during the Revolutionary War) and the relatively untouched rural and agrarian landscape which still remains. The Steering Committee and Bolton residents clearly recognized that the character of the area is important to the community and special efforts should be devoted to preserving it.

The intent of preserving and enhancing the character of Bolton Center extends to guiding the design of buildings, structures and other site improvements.

At the present time, there are three basic tools a community can use to guide design in sensitive areas such as Bolton Center:

	Considerations	Administered By	Process
Design guidelines	Bolton Design Guidelines already published	Planning and Zoning Commission	Included as part of land use application(s), typically discussed / negotiated as part of land use approvals
Village district regulations	Bolton Design Guidelines already published	Planning and Zoning Commission with a "village district consultant"	Included as part of land use application(s), conditions can be imposed by Planning and Zoning Commission
Local Historic District	Guidelines may or may not be published	Historic District Commission	Separate process, conditions can be imposed by Historic District Commission

Table 5: Basic Tools to Guide Design

Source: Planimetrics

Design Guidelines – Bolton already has published design guidelines and uses them to guide commercial developments, higher density residential developments, and mixed use developments. It has been indicated that the design guidelines have been effective in encouraging applicants to address design issues and has improved the appearance and function of developments.

Village District – A "village district" is the name for a special type of zoning district where State statutes allow greater consideration of aesthetic issues under prescribed conditions. Those conditions include the following:

- The area has to be specifically identified in the Plan of Conservation and Development as having a distinctive character, landscape, or historical value
- The Commission has to utilize a "village district consultant" to give them assistance with design matters

Within a village district, a Planning and Zoning Commission could deny an application which was otherwise compliant with the Zoning Regulations for design reasons.

A key consideration with regard to village districts is determining which types of applications it will apply to. Village districts adopted in Connecticut have tended to apply to business zones. It would be rare for a village district to apply to single-family residential zones or uses since a Planning and Zoning Commission might be reluctant to get involved in regulating the design of a single-family home.

Local Historic District – A local historic district is established by municipal ordinance in accordance with the provisions of Section 7-147a of the Connecticut General Statutes and criteria formulated by the Department of Economic and Community Development.

To establish a local historic district, an historic district study committee would be appointed to investigate the proposed historic district and address the considerations outlined in the statute. A draft of their report would be circulated to a number of agencies for comment and a public hearing would be held. Changes may be made to the draft report and it must then be submitted to the Town Clerk. The Town Clerk would then circulate ballots to affected property owners requesting a vote on whether they approve of the establishment of a local historic district. If two-thirds of affected property owners approve of the historic district, the legislative body may either establish the historic district or request modifications.

Following establishment of the district, an historic district commission would then be established and adopt rules of procedure and may adopt regulations to provide guidance to property owners as to factors to be considered in preparing an application for a certificate of appropriateness.

★ The Bolton Center Study recommends that the Town maintain and improve the Bolton Architectural and Site Design Guidelines (Design Guidelines).

Since the projects and activities contemplated in the Bolton Center area are essentially on Town property, additional tools should not be necessary. A “village district” may not be useful since the Town has exempted municipal property from zoning regulations and a “village district” is administered through the zoning regulations. Similarly, establishing a local historic district would involve another entity (a Historic District Commission) in overseeing municipal projects. If the Town continues to exhibit sensitivity to preserving and enhancing local character within Bolton Center, this should be adequate.

At the same time, however, some modifications to the Design Guidelines are recommended.

★ The following changes are recommended to the first few paragraphs of Section 1.1 of the Bolton Design Guidelines in order to remove any potential for confusion with Section 1.3:

1.1 Overview

PURPOSE: The Bolton CT Architectural and Site Design Guidelines are intended to provide guidance for project planning and design, its integration within a neighborhood, and promote quality design and construction.

The Bolton CT Commercial and Mixed Use Design Guidelines (the Design Guidelines) are an essential tool for providing guidance for planning and design of new and infill development throughout the Town of Bolton (the Town). The Design Guidelines will assist in ensuring new, renovated and infill development is designed and constructed in a manner that is compatible with the town’s historic context, neighborhood character and architectural styles throughout the Town. The Design Guidelines encourage a sustainable and prosperous economic environment.

★ The following changes are recommended to the first few paragraphs of Section 1.3 of the Bolton Design Guidelines in order to clarify applicability of the Design Guidelines:

1.3 Overview

PURPOSE: The Design Guidelines are intended to be used for all new, infill or adaptive reuse development within the Town, including municipal buildings.

The Design Guidelines are intended to be used for new, infill or adaptive reuse for:

- all commercial development,
- all mixed use development,
- all residential development when a part of development in a mixed use zone or an IHOZ zone (this includes single family, duplex, townhomes, mixed use and multifamily dwellings), and
- municipal buildings and facilities.

It is envisioned that the Design Guidelines will be given the greatest weight and consideration in the following Zoning Districts:

- Incentive Housing Zones
- Gateway Mixed Use Zone
- Rural Mixed Use Zone
- Neighborhood Business
- General Business
- Route 6 Hop River corridor
- Open Space Subdivisions (The Design Guidelines shall apply to overall open space subdivision design and not to design of residential structures and associated private improvements.)

★ It is recommended that Section 3 of the Design Guidelines be renamed as follows:

Chapter 3: Development Considerations within Bolton Center and the Route 44 Route and Route 6 Corridors

★ It is recommended that Section 3 of the Design Guidelines be renumbered as follows:

- 3.1 BOLTON CENTER
- 3.2 ROUTE 44 CORRIDOR
- 3.3 ROUTE 6 CORRIDOR

★ It is recommended that a new Section 3.1 of the Design Guidelines be inserted as follows:

3.1 Bolton Center

Bolton Center is the historic focal point of the community and reflects a traditional New England village center in many respects. The overall character and scale of the development in this area is consistent with Bolton's history as a rural and agricultural community. The hilltop setting with scenic views and the surrounding open fields support the overall character of the Center.

Design Guidelines

1. Retain and renovate existing historic structures – To the extent possible and practical, the historic buildings in the district should be retained, restored or renovated over time to retain and express their heritage.
2. Respect the historic origins of existing historic buildings – The design of changes, renovations and alterations of existing historic buildings should protect their original conditions, styles and maintain their character defining features.
3. Design additions to be complementary in architectural style and character – An exterior addition should be designed and constructed to be clearly differentiated from the historic building and so that the character-defining features of the original building are not radically changed, obscured, damaged, or destroyed. Additions should be sympathetic to the character, massing and scale of the historic structure and should not compete or overwhelm it.
4. Design new buildings and additions that are sympathetic to a building's surroundings – The scale, massing, size and design should be compatible with nearby and adjacent buildings. Locate additions to the rear of historic buildings. Maintain building setbacks to Bolton Center Road and the green. Maintain important view corridors.
5. Use appropriate materials, details, colors and features – Where a new structure or substantial reconstruction of a building occurs, the materials, colors and features used should be complementary to the architectural style of the historic building rather than being duplicative of an original styles.
6. Avoid replicas or reproductions – The intent of these guidelines is to respect the genuinely existing historic buildings and structures, and new buildings should be distinguishable from them rather than mimicking or literally duplicating historic buildings.
7. Limit blank walls along the street – Blank walls or facades facing the street should be limited and associated with structures that appear to be similar to barns or other agricultural structures that are traditional components of a rural village center.
8. Avoid false fronts or windows – False windows, doors or other elements are to be avoided so that the buildings and their components are genuine.
9. Conceal mechanical equipment – Wall-mounted or roof-mounted mechanical equipment such as air conditioning, heating units, exhaust fans and the like should be concealed from public vantage points within architectural components consistent with the style of the associated building
10. Follow the Secretary of the Interior's Standards for Rehabilitation. http://www.nps.gov/hps/tps/standguide/rehab/rehab_standards.htm