

BOLTON PLANNING & ZONING COMMISSION
REGULAR MEETING
7:30 PM, WEDNESDAY, September 9, 2026
BOLTON TOWN HALL, 222 BOLTON CENTER ROAD
In-Person and Via Zoom
MINUTES

PZC Members Present In-Person: Chairman Tom Manning, Vice Chair Kawan Gordon, James Copley, Arlene Fiano, Ellen King, Eric Loveland, Marilee Manning, Alternate Rhea Klein

PZC Members Present Via Zoom: Alternate Peyton Rutledge

PZC Members Absent: Alternate Joshua Lloyd

Staff Present Via Zoom: Patrice Carson, AICP, Consulting Director of Community Development; Michael D'Amato, Zoning Enforcement Officer; Rodney Fournier, First Selectman

Other Present via Zoom: Jim Loersh

1. Call To Order: T. Manning called the meeting to order at 7:30pm.

2. Approval of Minutes: July 8, 2026: J. Copley MOVED to APPROVE the July 8, 2026 meeting minutes as written. E. King SECONDED. MOTION CARRIED 6:0:1 (A. Fiano)

3. Residents Forum: Rodney Fournier thanked the members of PZC and invited them to the upcoming three-board meeting.

4. Staff Reports:

P. Carson reported on the following items:

- The office move has taken some time, and staff are still in the process of getting organized.
- New zoning regulations have been posted online and are up to date.
- Staff have been responding to inquiries regarding:
 - Shipping container and aquifer protection regulations;
 - Tourism and marketing brochure information;
 - Square Peg Pizza's upcoming move;
 - Property inquiries;
 - Interest in middle housing; and
 - A stormwater utility meeting organized by CRCOG.
- CTs Countryside website traffic has increased, along with a lower bounce rate.
- Information regarding the proposed re-subdivision of a property on School Road.
- The Commission discussed the meeting schedule moving forward and will plan to start meeting at 7:00pm in January.

M. D'Amato reported that he is working on an ongoing enforcement issue regarding for-profit events being held on a property in town. The ZBA will hold a public hearing to review the zoning enforcement order issued by M. D'Amato and appealed by the property owner. The ZBA will review the information provided and make its own determination regarding the application of the zoning regulations.

5. Old Business: There was no other Old Business.

6. New Business:

a. Discussion on Training Requirements for Commissioners: P. Carson reminded Commissioners of the requirement to complete four hours of training by the end of their first year on the Commission. Commissioners who have been on the Commission for more than a year have a longer time frame to complete training. P. Carson will resend an email with training information and opportunities.

b. Other: There was no other New Business.

7. ONGOING DISCUSSION: Bolton Subdivision and Zoning Regulations

a. Regulations for Multifamily Housing: Regulations related to the Cider Mill and Old Drive-In projects were discussed. The discussion focused on a master plan approach versus amendments to the existing regulations. A master plan approach would provide greater flexibility and allow project-specific standards and redesign of specific portions of a project. The alternative would be to amend the existing regulations with prescriptive, non-project-specific requirements. If a project meets those requirements, it would be required to receive approval. The Commission discussed both approaches with staff and reached a general consensus to move forward with a master plan approach due to the individualized nature of the projects.

b. Shipping Containers: P. Carson noted that staff have had several conversations about the use of shipping containers, pods, and similar structures. Residents are using them for storage or, in the case of one resident, as a greenhouse. The question raised for consideration was whether the town should adopt regulations for shipping containers or treat them under the existing accessory structures regulations. Commissioners discussed the uses of shipping containers for storage or building, size, and permanency. There was some consensus that, due to the potential varied uses, further discussion of their regulation is warranted, but staff will treat them as accessory structures.

c. Noise Regulations: A potential noise ordinance, including the role of the PZC in developing or recommending such an ordinance was discussed. It was noted that an ordinance would need to come from the Board of Selectmen and would need to include enforcement mechanisms. The Commission discussed the possibility of regulating noise by land use zone. There was no consensus on whether the PZC should be involved in this type of regulation.

8. Correspondence: There was no Correspondence.

9. Adjournment

J. Cropley MOVED to ADJOURN. K. Gordon SECONDED. MOTION CARRIED 7:0:0. Meeting adjourned at 9:18pm.

Respectfully submitted by Rebekah Lyon

Rebekah Lyon

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