

PLANNING BOARD MINUTES

Wednesday, September 9, 2020 at 7:00 p.m.

Remote Public Meeting

Members Present: Michael Gorr, Erik Neyland, Danielle Spicer (Chair), and Mark Sprague

Absent: James Barr (Associates), Peter Driscoll

Also Present: Erica Uriarte (Town Planner)

Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §18, and the Governor's March 15, 2020 Order imposing strict limitations on the number of people that may gather in one place, this public meeting of the Town of Bolton Planning Board was conducted via remote participation. No in-person attendance of members of the public were permitted, but the public can access this meeting while in progress using **Zoom Video Communications, Inc. (Zoom)**. Members of the public attending this meeting virtually were allowed to make comments if they wish to do so, during the portion of the hearing designated for public comment, by telephone, cell phone or personal computer using Zoom.

Directions to connect to the public meeting were provided on the agenda.

A roll call was conducted of all Planning Board members present: Michael Gorr – yes, Erik Neyland – yes, Danielle Spicer (Chair) – yes.

Mark Sprague entered the meeting after roll call.

BUSINESS

Robert Pace, Keyes Farm Subdivision

- Robert Pace sought a bond reduction for work completed and approved to date.
- The bond reduction was reviewed by Nitsch Engineering and Fred Hamwey. The bond estimate dated July 30, 2020 was revised by Ducharme & Dillis Civil Design Group, Inc. dated September 8, 2020 to hold back money for loam and seed (\$2,500 – 20% of original amount) and the outlet structure for Stormwater Management Area 3 (\$3,000).
- The street light was also held back since it has not been installed (\$1,500).
- **Michael Gorr motioned to release a portion of bond for Keyes Farm in the amount of \$230,478. 2nd by Erik Neyland. All in favor by roll call: Michael Gorr - yes, Erik Neyland - yes, Danielle Spicer – yes, and Mark Sprague – abstained (he was not present for the discussion) (3/0/1).**
- Robert Pace sought Saturday construction hours to install street trees (9 a.m. to 12 p.m.). Mr. Pace will be sensitive to the Danforth neighborhood and work the opposite end of the site in the morning.

- Lot 4 owner, Elisabeth Hutchins, was present on Zoom and had no objections to the Saturday construction.
- Mark Sprague was not in favor of Saturday construction approval since it was not on the agenda and the abutters were not notified.
- **Michael Gorr motioned to allow tree work to be done no earlier than 8 a.m. on Saturday, September 12, 2020. Second by Erik Neyland. All in favor by roll call: Michael Gorr - yes, Erik Neyland - yes, Danielle Spicer – yes, and Mark Sprague – no (3/1/0).**
- Driveway runoff entering Moderator Way will be addressed at a future meeting.

Andy Bendetson, Century Mill Estates

- Andy Bendetson requested a Minor Modification to eliminate a portion of sidewalk on Old Stone Circle. The sidewalk is proposed to go half way around the cul-de-sac.
- Andy Bendetson was not in attendance.
- Similar request was approved by the Planning Board for Cider Circle.
- There are numerous driveway curb cuts along the cul-de-sac which makes sense to remove the sidewalk similar to when the Board approved eliminating the granite curb and allowing for asphalt berm
- **Michael Gorr motioned to approve the Minor Modification to eliminate a portion of the sidewalk on Old Stone Circle as noted in the email from Andy Bendetson dated August 31, 2020 and requiring the sidewalk end to include an ADA compliant ramp. 2nd by Mark Sprague. All in favor by roll call: Michael Gorr - yes, Erik Neyland - yes, Danielle Spicer – yes, and Mark Sprague – yes (4/0/0).**

Accessory Apartments/Dwelling Units Discussion

- Planning Board discussed potential changes to Bolton's Zoning Bylaw regarding accessory apartments to allow for detached dwelling units. Current zoning allows for attached apartments only. A resident had contacted Danielle Spicer about using his detached structure on his property as a future accessory apartment. The structure was built by a previous owner to support a home occupation. Erica Uriarte, Town Planner, also noted that other residents have contacted the Town asking about detached accessory structures and tiny homes.
- Detached accessory structures is also identified in the Draft Housing Production Plan as a possible strategy for creating diverse housing in Bolton.
- The Planning Board agreed to have Erica Uriarte research detached accessory apartments and bylaw amendment language for ATM 2021.

Fred Hamwey's Resignation Letter

- Planning Board discussed finding a new consultant engineer. Fred Hamwey will be retiring at the end of 2020. The Board agreed to draft an RFQ to solicit engineering firms. A draft RFQ will be reviewed at a future meeting.

ADMINISTRATION

Approval of meeting minutes from August 12, 2020 and August 26, 2020.

- Mark Sprague requested a revision to the minutes noting that he recused himself as an abutter from the 147 Long Hill Road Common Driveway discussion and was not present for the vote.
- **Mark Sprague motioned to approve the meeting minutes as revised from August 12, 2020. 2nd by Erik Neyland. All in favor by roll call: Michael Gorr - abstain, Erik Neyland - yes, Danielle Spicer – yes, and Mark Sprague – yes (3/0/1).**
- The Planning Board will approve the August 26, 2020 meeting minutes when a site visit report is submitted by Nitsch Engineering to supplement the minutes representing a site visit the Board conducted on August 26th at the Keyes Farm subdivision.