

PLANNING BOARD MINUTES

Wednesday, April 13, 2022, at 7:00 p.m.

Remote Public Meeting

Members Present: Mark Sprague (Chair), Michael Gorr, Erik Neyland, James Barr

Also Present: Valerie Oorthuys (Town Planner)

Absent: Peter Driscoll (Vice Chair)

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: Peter Driscoll - Yes, Michael Gorr- Yes; Mark Sprague (Chair)- Yes; Erik Neyland- Yes; James Barr-Yes.

ADMINISTRATION

Correspondence

Planner's Report

Business District Assessment and Market Analysis Grant Update

The consultant has provided draft surveys, one to be completed by business owners and commercial property owners and a second to be completed by residents. The core team for the grant and the Economic Development Committee have provided comments on these surveys. The next steps are to finalize the surveys and distribute appropriately.

Master Plan Updates

The Request for Proposals for consulting services for the Master Plan has been published, with all proposals due by April 25th. A pre-proposal conference was held the morning of April 13th via Zoom. A summary of all questions and answers received, including those at the conference, will be made available to proposers on April 19th.

Construction Updates

Staff have sent requests to the developers of the three subdivisions still under construction for spring construction timelines, including Century Mill Estates, Keyes Farm, and Tadmor. Second reminders have gone out to each of the developers. The construction update received for Tadmor is included in the Board's packets.

580 Main Street Comprehensive Permit Update

Staff continue to work with the Town Administrator, Select Board, and additional Town staff on prioritizing a list of community benefits to negotiate with the developer. The 580 Main Street parcel sits at the confluence of several Town projects or programs. The applicant has declined an invitation to an upcoming Planning Board meeting to present the project for comment, as they feel the project is far along in the permitting process and they are hesitant to receive potential conflicting input.

Mallard Lane Comprehensive Permit Update

The developer of Mallard Lane has made significant changes to the plans. The number of dwellings proposed has decreased from 11 to 8, allowing more appropriate buffers and setbacks on the 4.7 acre parcel. In addition, the two proposed affordable units will not have an age-restriction in order to align with Fair Housing Laws. The applicant will be asked to attend another Planning Board meeting to present the changes made to the plans for comment.

Marijuana Establishment Rules & Regulations

Staff have begun to compile other Town's Marijuana Rules & Regulations in order to begin drafting a document for Bolton in anticipation of the 58 Main Street filing for a Special Permit to operate a product manufacturing business.

PUBLIC HEARINGS

Preliminary Phase of a Farmland and Open Space Planned Residential Development (FOSPRD), South Bolton Road, Map 2.C Parcel 23

Continued from October 27, 2021, November 10, 2021, January 12, 2022, February 9, 2022, and March 9, 2022

Valerie Oorthuys stated the applicant has requested a continuance to May 11, 2022. The applicant has provided the feedback received from Natural Heritage and Endangered Species Program that indicates a herpetologist is needed to review the site.

Michael Gorr moved to continue the public hearing for the Preliminary Phase of a Farmland and Open Space Planned Residential Development at Map 2.C Parcel 23 to May 11, 2022 at 7:15pm. 2nd by Pete Driscoll. **All in favor by roll call: Mark Sprague (Chair)- Yes, Michael Gorr- Yes; Erik Neyland- Yes; James Barr-Yes. (4/0/0).**

BUSINESS

Discussion and Vote to Approve Planning Board Associate Member

The Planning Board heard from Steve Altmann of 440 Sugar Road, and Bob Roemer of 185 Main Street, both of whom responded to the vacancy posting with letters of interest. Steve Altmann and Bob Roemer provided their professional background, experience in Bolton, and interest in serving on the Board. Members agreed on preferring a member with engineering background, as additional engineering perspectives have been helpful on the Board. Members noted Bob Roemer's engineering background and experience with a number of long range planning projects in Town. Members of the Board appreciated Steve Altmann's interest in the economic future of the Town and indicated that the Economic Development Committee currently has a vacancy.

Michael Gorr moved to appoint Bob Roemer as a Voting Associate Member of the Planning Board for a two-year term. 2nd by Erik Neyland. **All in favor by roll call: Mark Sprague (Chair)- Yes, Michael Gorr- Yes; Erik Neyland- Yes; James Barr-Yes (4/0/0).**

Michael Gorr moved to adjourn. 2nd by Erik Neyland. **All in favor by roll call: Mark Sprague (Chair)- Yes, Michael Gorr- Yes; Erik Neyland- Yes; James Barr-Yes (4/0/0).**

Respectfully Submitted,
Valerie Oorthuys