

**TOWN OF BOLTON  
BOLTON TOWN HALL  
663 MAIN STREET  
BOLTON, MASSACHUSETTS, 01740**

**MINUTES OF THE PLANNING BOARD MEETING  
VIA TELECONFERENCE  
DECEMBER 7, 2022, 7:00 P.M.**

**BOARD MEMBERS:**

Peter Driscoll	Chair
James Barr	Member
Bob Roemer	Member
Michael Gorr	Member
Erik Neyland	Member

**STAFF PRESENT:**

Todd Miller	Town Planner
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**CALL TO ORDER**

There being a quorum present, the meeting was called to order.

**1. TOWN PLANNER REPORT**

**On a motion made by Michael Gorr, seconded by Erik Neyland, it was resolved to approve the following 2023 Planning Board meeting schedule: January 11, 2023, January 25, 2023, February 8, 2023, February 22, 2023, March 8, 2023, and March 22, 2023. Motion carried unanimously.**

**On a motion made by Michael Gorr, seconded by Erik Neyland, it was resolved to recommend to the Select Board that Bob Roemer be appointed to the Planning Board to fulfill the remainder of Mark Sprague's term. Motion carried unanimously.**

Todd Miller is working to address issues with subdivision projects and noted that there is a plan of action. Subdivision regulation updates still need to be processed to ensure the subdivision has similar road care and maintenance standards, specifically plowing, as the municipality.

**2. SCENIC ROADS/SHADE TREE HEARING: CONTINUED SCENIC ROADS / SHADE TREE HEARING – RYAN PROCTOR, OF DILLIS & ROY CIVIL DESIGN GROUP OF LUNENBURG MA 01462**

Applicant submitted to Bolton's Planning Department for the removal of trees delineated on-site with spray paint markings, as inspected by the Bolton Tree Warden prior to the Planning Board hearing.

The trees are in the vicinity of lot 7-8 Meadow Rd., identified by the Assessor's Map 4.D, parcel 101. Removal is required to facilitate construction of a shared driveway, and requires the removal of approximately 40-feet of stone wall to accommodate the proposed driveway and grading of the work

site. The application and plans are available for review on the Town's website at <https://www.townofbolton.com/planning-board/pages/current-projects>

**On a motion duly made and seconded, it was resolved to continue this public hearing on January 11, 2023. Motion carried unanimously.**

Ryan Proctor presented the updated plan for tree removal. The original design had mini detention basins, which have been removed from the design. Instead, the slop has been slightly steepened, a bituminous berm, an erosion control blanket, and a culvert to capture runoff have been proposed.

The trees on the right side of the driveway will be saved, however, there will be some trees removed due to the culvert. The total number of trees removed would be 22.

3. **REVIEW DRAFT DECISION AND ACT - BACKLAND LOT SPECIAL PERMIT AND SHARED DRIVEWAY SPECIAL PERMIT APPROVAL - ALPHATERRA DESIGN, LLC 5 Bridle Path, Shrewsbury – 0 Main St. - Special Permit for property identified on Bolton's Assessor's Map 5.E as Parcel #100.**

**On a motion duly made and seconded, it was resolved to approve the backland lot special permit and shared driveway special permit for zero Main Street. Motion carried unanimously.**

4. **DEFINITIVE SUBDIVISION PLAN APPROVAL AND FARMLAND AND OPEN SPACES PLANNED RESIDENTIAL DEVELOPMENT**

**On a motion made by Michael Gorr, seconded by Erik Neyland, it was resolved to continue the public hearing for the definitive subdivision plot approval on January 11, 2023. Motion carried unanimously.**

The lingering issue from this public hearing was whether a peer review was needed for the wetland. It was decided to address this at the January 11, 2023, meeting.

5. **APPLICANT STATUS UPDATE: CONTINUED BACKLAND LOT SPECIAL PERMIT AND COMMON DRIVEWAY PERMIT**

**On a motion made by Michael Gorr, seconded by Eric Neyland, it was resolved to continue the Backland Lot Special Permit and Common Driveway permit hearing for 62 South Bolton Road until January 25, 2023. Motion carried unanimously.**

The application process was started in February 2022 and there was a request for a drainage study to be carried out for the property. The client provided additional information regarding the challenges of this project. Todd Miller asked that the process be streamlined, and all aspects be approved at the same time. It was concluded that this would be addressed at the January 25, 2023 meeting.

6. **OTHER BUSINESS**

With the departure of Mark Sprague, a new Vice-Chair needs to be assigned. An advertisement for a new associate member needs to be released.

**ADJOURNMENT**

As it was agreed that there was no further business to transact; the meeting closed.

Respectfully Submitted,

Todd Miller  
Town Planner