

PLANNING BOARD

Michael Gorr.....	2017
Mark Sprague.....	2017
Peter Driscoll, Associate Member.....	2018
David Yesue, Chairman.....	2018
Eric Neyland, Vice Chairman.....	2019
Danielle Spicer.....	2021

The Planning Board held multiple meetings during calendar year 2016. During these meetings, the Board accomplished the following tasks:

- The Planning Board nominated David Yesue as Chairman and Erik Neyland as Vice Chairman in spring 2016.
- The Planning Board appointed Michelle Tuck, Marshall McKee, David Pettit, Danielle Spicer, and Natalie Gabrielle as members of the Design Review Board.
- The Planning Board developed and supported an as-of-right commercial solar photovoltaic renewable energy installations overlay district for ATM 2016. This bylaw amendment allows for as-of-right siting for large-scale ground-mounted solar photovoltaic renewable energy installations in an overlay district identified on Bolton Assessor's Map 5.A, as Parcel 11, Bolton Assessor's Map 5.A, as Parcel 19 and Bolton Assessor's Map 4.C, as Parcel 38. All three properties are owned by the Town of Bolton. Parcel 5.A-11 is approximately 8 acres and was previously the Town's dump site on Forbush Mill Road. Parcel 5.A-19 is approximately 11 acres and is located adjacent to Parcel 5.A-11 on Forbush Mill Road. Parcel 4.C-38 is approximately 49 acres and is located off of Route 117 behind Bolton Office Park. This parcel extends to Route 495 adjacent to the existing cell tower and contains the Town's wastewater treatment facility. As-of-right siting allows for a ground-mounted solar project with a rated name plate capacity of 250 kW (DC) to be located within the overlay without having to apply for special permit through Planning Board. Site plan approval would still be required through the Board of Selectmen. The purpose of allowing for as-of-right siting for renewable energy generating facilities was to assist in meeting the criteria set forth by the Massachusetts Department of Energy Resources to apply for Green Community Designation and Grant Program.
- The Planning Board supported a bylaw amendment at ATM 2016 to modify the schedule of permitted uses for light manufacturing, research and development laboratories and bulk storage in the industrial zoning district from a "yes", meaning a permitted use, to a "SP", meaning a use allowed by special permit acted on by the Planning Board. Previously these uses required only site plan approval from the Board of Selectmen.
- The Planning Board supported a bylaw amendment to add 357 Main Street, Parcel 4.D-21, to the Mixed Use Village Overlay District. The owner of 357 Main Street sought to include residential use as part of

the parcel's zoning. The property was previously zoned limited business where residential use was prohibited. The 15 acre premises has been vacant since 2008 and for sale since 2009. To encourage purchase and occupancy, the Planning Board, in working with the owner's realtor, agreed to support adding the parcel to the Mixed Use Village Overlay District to allow for a balanced combination of commercial and residential use. The property is offset from Main Street, relatively secluded and wooded, lending itself to residential use. The parcel was originally zoned residential, but amended to Limited Business in 2005.

- The Planning Department addressed many of the day-to-day issues such as reviewing building and driveway permits, administering performance guarantees, reviewing as-builts, conducting site walks, and land and business inquiries.
- Construction continues on Century Mill Estates, a subdivision located on Century Mill and Spectacle Hill Roads that will consist of 78 homes, three of which will be donated to the Bolton Affordable Housing Partnership Trust Fund. Of the 200 acre subdivision, approximately 100 acres will be preserved as open space. Construction is being conducted in several phases of the development as approved by the Planning Board to help facilitate the advancement of the project. The newest road to be constructed is Old Stone Circle where the majority of site development occurred in 2016. Stormwater pollution prevention practices are being implemented and carefully monitored by the Conservation Administrator and Town Planner on a regular basis. Certificates of Occupancy have been issued for 25 homes. Inspections are being conducted by the Board's consulting engineer as construction of the roads, utilities and drainage advances.
- Construction continues on Houghton Farm, a 15 lot subdivision off of Sugar Road where 44 acres are preserved as open space and one of the lots will be donated towards the Bolton Affordable Housing Partnership Trust Fund through Inclusionary Housing. In 2016, the majority of site development occurred on a common driveway that provides access to four of the lots. Certificates of Occupancy have been issued for five homes. Inspections are being conducted by the Board's consulting engineer as construction of the road, driveways, utilities and drainage advances.
- Construction commenced on the ground-mounted commercial solar photovoltaic renewable energy installation (Bolton 2 Solar Energy Facility) at 125 Still River Road consisting of approximately 10,800 solar panels with a rated capacity of up to 2.4 megawatts (MW AC). The project will provide adequate electricity to power approximately 500 home each year over its estimated 30 -35 year lifespan. The electricity that is generated will be distributed to the three phase circuit operated by National Grid along Still River Road. The site is located directly adjacent to the original 4.95 MW commercial solar photovoltaic renewable energy installation (Bolton 1 Solar Energy Facility) that is currently operating.
- Construction commenced at 147 Long Hill Road for a common driveway providing access to five lots (one lot containing an existing dwelling). Certificate of Occupancies have been issued for three homes.

Inspections are being conducted by the Board's consulting engineer as construction of the driveway, utilities and drainage advances.

- The Planning Board granted a Special Permit pursuant to Section 250-23 of the Code of the Town of Bolton to Houde Realty Trust to establish restaurant, retail, office and/or other commercial uses at 470 Main Street in the Business Zoning District. The project will consist of demolishing the existing dwelling and constructing a 2,570 square foot commercial building with shared access from the existing driveway at Country Cupboard (476 Main Street).
- The Planning Board approved ANR's for the following properties: Still River Road (identified on Assessor's Map 8.B as original Parcel 30), 96 Long Hill Road (identified on Assessor's Map 4.D as original Parcel 36), 369 Old Bay Road & Wilder Road (identified on Assessor's Map 5.B as original Parcels 1, 49 and 94), 48 Meadow Road (identified on Assessor's Map 4.E as original Parcels 9 and 24), and Century Mill Estates (identified on Assessor's Map 2.D as original Parcels 80 and 81).
- The Planning Department, in coordination with Bolton Local and the Metropolitan Area Planning Council, submitted an application to the Massachusetts Department of Energy Resources for Green Community Designation. The application required the Town of Bolton to meet five criteria: establish as-of-right siting for renewable energy/alternative energy, establish expediting permitting for said renewable energy/alternative energy use, develop an Energy Reduction Plan (ERP), adopt a Fuel Efficiency Vehicle Policy, and adopt the Stretch Energy Code. The Town of Bolton passed an as-of-right commercial solar photovoltaic renewable energy installations overlay district as well as the Stretch Energy Code at ATM 2016. An energy use baseline inventory was developed for all municipal buildings (which includes the elementary school buildings), vehicles, and street and traffic lighting. The baseline was used to generate the ERP, a five-year plan designed to reduce this baseline by 20 percent by implementing projects identified in energy audits conducted in 2016. In November 2016, The Board of Selectmen adopted a Fuel Efficiency Vehicle Policy that requires all departments to purchase only fuel-efficient vehicles for municipal use whenever such vehicles are commercially available and practicable.
- The Planning Department submitted an application for Community Compact with the Baker-Polito Administration. The Community Compact creates clear mutual standards, expectations, and accountability for both the state and local government. By entering into the Compact, the Town of Bolton selected three best practices which the Administration will provide financial support. These best practices are as follows: implement the Complete Streets Program by becoming certified through MassDOT and demonstrate the regular and routine inclusion of complete streets design elements and infrastructure on locally-funded roads; implement Stormwater Management Measures so that land use regulations help promote infiltration, control flooding, and reduce pollution; undertake an Americans with Disabilities Act (ADA) Self-Evaluation and Develop a Transition Plan to comply with Federal civil rights laws that require public buildings to be accessible to persons with disabilities.
 - The Town of Bolton applied for an Efficiency & Regionalization Grant through Community Compact to obtain assistance from MAPC to develop a Complete Streets Policy and pilot

program. Using MAPC's resources and expertise, Bolton will be well positioned to develop a Prioritization Plan which is the Tier 2 requirement for Complete Streets (training and the policy are Tier 1 requirements).

- The Town of Bolton applied for an Efficiency & Regionalization Grant through Community Compact for MAPC assistance to develop a stormwater partnership with MAGIC communities; a regional approach to managing stormwater.
 - The Town of Bolton anticipates seeking technical assistance (from MAPC or a qualified consultant) to develop an ADA Transition Plan. Bolton will apply for grant funding through Community Compact to develop this ADA Transition Plan.
- The Planning Department continued to strive to be more efficient using the permit tracking software, GEO TMS, being used in many of the town departments.
 - The Planning Department worked closely with other town departments to develop on-line mapping and GIS services now available for public access through the Town's website.

Financial Statement **July 1, 2015 to June 30, 2016**

Salary

Appropriated	\$53,993.00
Expended	<u>\$44,056.96</u>
Unexpended balance returned to general fund	\$9,936.04

Expenses

Appropriated	\$3,740.00
Expended	
Purchase of Services	\$973.52
Advertising	\$752.00
Supplies	\$13.91
In-State Travel	\$307.85
Dues Memberships	\$255.00
Meeting Expenses	<u>\$345.00</u>
Unexpended balance returned to general fund	\$1,092.72