

BOLTON MASTER PLANNING COMMITTEE
Minutes of Meeting
October 17, 2005 at 7:30 P.M.

Present: Margaret Campbell, Russ Karlstad, Brad Reed, Mickie Simpson, Mark Sullivan, Ken Swanton, Nat Tipton (Town Planner)

ADMINISTRATIVE BUSINESS

1. Census Mailing – Materials Due to Betsy by December 15th

If the Master Planning Committee wanted to insert a short item in the Town Census mailing, materials must be to Betsy Cussen by December 15th. One possibility is to include a survey on the Town Center/Municipal Facility questions.

2. Housing Chapter – Discussion on Possible 40B

Swanton apprised the Committee on informal discussions that he and Doug Storey have had with a developer on a possible five to seven unit 40B on Sugar Road. The parcel is well buffered, and the developer is interested in building a project in which all units were affordable. Project like these would help the Town reach the 10% affordable housing goal without the additional market rate units that other 40B projects bring.

3. FY2006 Capital Commonwealth Application

Tipton explained that he is working on the town's FY2006 submission to the Capital Commonwealth Application. This application is used by the state to assess municipalities' progress towards achieving certain smart-growth related goals emphasized by the state. How communities score on the application can directly impact certain state grants such as the Agricultural Preservation Restriction (APR) program. Municipalities can improve their application score by committing to achieve certain goals by December 31, 2006, some of which are strategies that the Master Planning Committee has discussed. The Committee expressed interest in working to adopting the Community Preservation Act (2 points), Creating Zoning for Mixed Use in an Applicable Location (3 points); Establishing an Agricultural Commission (1 point); #25 Passing a Right to Farm Bylaw (2 points); and Zoning for Agriculture and/or Forestry Uses (2 points).

PLAN CONTENT ITEMS

4. Review of Results from Priority Exercise

Six members participated in the exercise. The below table summarizes the discussion and how the Committee as a whole wanted to prioritize the proposed strategies from Daylor. Tipton will forward these results to Daylor upon a review by the Committee.

L= Lower priority; M= Medium Priority; H= Higher Priority X= Delete U= Undecided

PAGE NUMBER	STRATEGY	Priority	NOTES
LAND USE			<i>Include a Right to Farm bylaw under either Land Use section or Economic Development</i>
116	<i>Create Transfer of Development Rights</i>	L	Identify receiving and sending areas through public process
118	<i>Create New Residential Zoning Districts (Heritage, Ag. Preservation, Forest)</i>	L	
120	<i>Create Village Core Zoning District</i>	X	Apply to gateway areas (110/117 intersection, 495/117, and possibly 117 by Stow Line)
121	<i>Create Mixed Use Village Overlay District</i>	X	
121	<i>Strengthen Site Plan Review</i>	M	
122	<i>Establish Design Review Committee and Guidelines</i>	H	
123	<i>Update FOSPRD, Open Space Preservation Subdivision Bylaw</i>	H	
126	<i>Update Table of Use Regulations</i>	H	Emphasize unwanted uses e.g. fast food restaurants, big box, drive thrus
HOUSING AND COMMUNITY			
130	<i>Inform Town Residents About Housing Challenges</i>	M	
131	<i>Protect Land From Development When Possible</i>	X	The Committee decided to remove this strategy because of its lack of specificity and does not belong in housing
131	<i>Adopt Municipal Regulations and Initiatives that Promote Identified Housing Goals</i>	U	Mickie Simpson will pull strategies from Affordable Housing Plan. There are many strategies here that need to be reviewed.
135	<i>Consider Appropriate Multifamily Developments</i>	U	Integrate into above strategy on pg. 131.
June Ppt.	<i>Meet the 40B Affordable housing requirement efficiently with multi-family that count 100%, and Senior projects with at least 50% (do not chase 25%<i>s</i>)</i>	U	Include action steps here on how to achieve this.
ECONOMIC DEVELOPMENT			The write up for this chapter should emphasize that adding business should not be viewed as a panacea to slowing growth of tax rate.
138	<i>Enhance Agricultural Tourism and Other Businesses Compatible with Town Character</i>	H	This title was changed to include other nonagricultural business that the Town may want to attract or retain e.g. low impact commercial. Specific action steps should be integrated to provide better direction.
138	<i>Establish Retail and Business Size Limitations</i>	X	Shift discussion of defining space limitations to Updating Table of Use Regulations/Definitions
139	<i>Create Limited Business Special Regulations</i>	X	The Committee feels that the Town already possesses LB Special Regulations.
140	<i>Establish Business District Yard Setback and Other Regulations</i>	X	Merge into Mixed Use Overlay District Discussion. More of Zoning than Ec. Dev.
141	<i>Create a Vehicle Service Establishment (Drive-Through) Use</i>	X	Shift discussion of defining space limitations to Updating Table of Use

			Regulations/Definitions.
142	<i>Sign Regulations</i>	L	
NATURAL AND HISTORIC RESOURCES STRATEGIES			
144	<i>Identify and Protect a Well Site</i>	M	This strategy should list several alternatives, including strengthening the town's water supply protection district, for protecting a well site.
144	<i>Enhance Stormwater Management</i>	L	
145	<i>Environmentally Friendly Stormwater Management</i>	L	
146	<i>Erosion Control and Re-Planting Requirements</i>	L	
148	<i>Nominate Structures to the State and National Historic Register</i>	L	
June Ppt.	<i>Add a Local Historic District to the National one in Bolton Center</i>	H	
OPEN SPACE AND RECREATION			Open Space Committee does not exist.
74	<i>Protect Land at a Low Enough Cost per Acre to Lower Tax Growth, by taking it out of development and averting houses</i>	H	
78	<i>Protect Bolton's Best Open Spaces As Identified in the 2005 Bolton Open Space Plan</i>	H	The definition here makes clear what the Committee defines as being Bolton's best open spaces are the Priority 1 lands from the Open Space Plan.
June Ppt.	<i>Implement the Community Preservation Act (CPA)</i>	H	
149	<i>Create an Open Space Prioritization Plan</i>	X	
149	<i>Acquire Conservation Land by Creating an Open Space Bond</i>	L	
150	<i>Increase the Use of Conservation Restrictions</i>	M	
150	<i>Improve Open Space Standards for Lands Protected Through Zoning</i>	L	These standards should be put in with the FOSPRD section on page 123.
151	<i>Develop Hiking/Biking Trails</i>	L	Hiking is a better term here as this strategy describes passive recreation.
TRANSPORTATION			
152	<i>Develop Street Design Guidelines</i>	L	
152	<i>Initiate Traffic Calming</i>	L	Public Ways Safety Committee could be an implementation body
153	<i>Permit and Advocate Shared Access</i>	L	
153	<i>Develop Mass Highway Interaction Policy</i>	L	
154	<i>Improve Pedestrian Safety Along Route 117</i>	M	Public Ways Safety Committee could be an implementation body
154	<i>Enhance Requirements for Traffic Impact Statements and Mitigation</i>	M	