

**BOLTON PLANNING BOARD**  
**Minutes of Meeting**  
**August 9, 2006 at 7:30 P.M.**  
**Bolton Town Hall**

Present: Stephen Garner, John Karlon, Frank Lazgin, Douglas Storey, Nat Tipton (Town Planner)

**HEARINGS**

**1. Proposed Special Permit Regulations – Business and Limited Business Districts**

Storey suggested the Board consider continuing the hearing to the following meeting when Delaney could attend. Tipton reminded the Board that since the Board was not going to be holding their second meeting in August, there was a risk that an applicant would submit an application within the next month. If this occurred, the application would not be subject to any submittal requirements.

Storey read the hearing notice that was advertised in the Bolton Common on July 21 and July 28. Tipton gave a brief overview of the proposed regulations. These regulations administer the special permit hearing process and submittal requirements for applications in Limited Business and Business districts. The regulations do not dictate dimensional criteria, uses, parking or other design related criteria. These are found in the zoning bylaw. The regulations were crafted to attempt to provide some flexibility. The Limited Business and Business districts potentially have the greatest potential for variation in size among uses. Therefore, the regulations needed to be able to adapt to provide necessary materials from applicants. A small addition to a smaller retail operation should not have to turn in the same amount of materials as a larger retail operation.

Tipton asked the Board whether the regulations should provide a distinction between major and minor projects. New construction under a certain size, or where a project was proposing a minor alteration could be considered a minor application and therefore would be subject to less stringent requirements. Garner stated he felt that developing criteria to define a major and minor project would be difficult. Also, structuring stringent requirements that an applicant always had to submit if their application was deemed to be major or minor would be difficult.

On motion by Garner, seconded by Karlon, the Board voted 4-0 to adopt the special permit draft rules and regulations dated August 9, 2006.

**DISCUSSION**

**2. Request to amend location of access to common driveway – Kristin Coburn (139 Green Road Lot GW-3)**

Kristin Coburn requested a slight change to plans that she received from the developer to construct a driveway off a common driveway, and to determine whether the Planning Board would require the reopening of the common driveway hearing. The plan she received from the developer showed the proposed driveway accessing the building lot through a neighbor's property. The Board has reviewed and approved an as-built plan for the common driveway. Coburn requested that the Board shift the driveway access entirely to Lot GW-3. After reviewing a copy of the approved plans, it was apparent that the driveway was in fact entirely on Lot GW-3 and that an amendment was not necessary.

### **3. Tax Taking Parcels**

Tipton mentioned that the Town is researching the process to start tax takings in instances where taxes had not been paid on a particular parcel for several years. The process has worked in other towns to force collection of unpaid taxes. The land could be used for a number of municipal purposes including conservation, active recreation or affordable housing.

### **4. Next Meeting**

The Board decided to schedule its next meeting for September 13, as certain members were not going to be present for August 23rd. The Board would meet on the 23rd in case they received an Approval Not Required plan that had to be acted on that night.