

PLANNING BOARD

Doug Storey, Chairman.....	2012
John Karlon, Vice Chairman.....	2011
Frank Lazgin	2009
Stephen Garner.....	2010
Mark Duggan.....	2013
James Owen (Associate Member)	2009

The Planning Board held 24 meetings during calendar year 2008, 3 Village Overlay Public Forums, Sponsored a Minuteman Advisory Group on Interlocal Coordination (MAGIC) meeting and held a Massachusetts Planning Organization (MPO) Walkable Communities Workshop. During these meetings, the Board accomplished several tasks:

- The Board addressed many of the day-to-day issues such as reviewing building and driveway permits, requests for common driveway modifications, administering performance guarantees, reviewing as-builts, conducting site walks, barn reconstructions and relocations, demolitions, Habitat for Humanity, and land and business inquiries.
- The Board granted a Special Permit allowing 2 backland lots at Annie Moore Road.
- A Special Permit to revise a Special Permit for a Common Driveway located at Long Hill Road was granted by the Board.
- The Planning Department worked on the covenant and open space restriction for Century Mills Estates. In 2005, the Planning Board approved A FOSPRD plan for Century Mills Estates, consisting of 200 acres, allowing for a maximum of 78 lots with a large amount of open space and three lots for affordable housing. In October 2006, the Applicant filed a definitive subdivision intended to provide a road layout for the FOSPRD lot layout design, but the application was not complete as it did not contain a soil survey. Beginning on February 28, 2007 the Board opened a public hearing for the Definitive Subdivision Plan for Century Mill, which the Board endorsed on June 27, 2007. The Definitive Subdivision Plan approved 71 lots, 3 of which will be donated to the Bolton Affordable Housing Trust Fund. Of the 200 acres, approximately 100 acres will be preserved as open space.
- Northwoods a 36-lot single family FOSPRD was approved by the Board in 2003. Due to resident concerns the Board was able to institute an agreement between the developer, the US Postal Service and Dee Bus Service to provide mail delivery and bus service to the subdivision. The Board continues to have its consulting engineer review the infrastructure work as the project progresses.
- Two Scenic Road Hearings were held for Vaughn Hill Road and Sawyer Road.
- 4 ANR were granted for the Skinner property, public library, Whitcomb Road, and Oak Trail.
- The Board crafted a Wireless Communication Bylaw Overlay District which was adopted at the May 2008 Town Meeting which permits cell towers in designated areas of town. The Board also worked on an Earth Removal Bylaw which is still in draft format.

- At the May 2008 Town Meeting, the Town voted to adopt Oak Trail as a public road. Before the Town assumes maintenance of this road, the Board continues to work with the developer on some outstanding deed issues.
- The Board held a Hearing to update the Town's Base Map.
- The Board proposed a zoning bylaw at a Special Town Meeting that would allow Enterprise Car Rental's Corporate Office to relocate to the Bolton Office Park. Because a lease agreement could not be met the agreement dissolved. As recommended by the Board, the Town passed over the warrant article at the special town meeting.
- The Planning Board, in conjunction with UMass Amherst Graduate Department of Landscape Architecture and Regional Planning recently concluded a study to explore the concept of a village overlay district. The Town identified the creation of a village overlay district and design guidelines as a goal in the 2006 Master Plan. This concept is essential in order to guide future development in Bolton that would benefit or enhance the community, respond to inquiries of land development and influence development in areas that are suitable for mixed used development. The study consisted of outreach at the town dump, Bolton Fair, and senior center, 2 web based surveys, and several visioning sessions with well over 300 households participating. In one of the surveys conducted, 81% of the respondents indicated that they would like to see the creation of a village district that would permit small to moderate economic development uses and residential uses designed in a village setting and scale. The Board will continue to explore the zoning recommendations made through the study, which will include continued public participation. The Master Plan and UMass study entitled "Sustainable Village Center Planning" can be viewed on the Town website at www.townofbolton.com.
- The Board worked closely with the Public Library and Public Safety Building Committees. With the assistance of the Board's consulting engineer a review of the storm water management was conducted for both of these sites.
- The Planning Department applied for two State grants. 1) A technical assistance grant through the Department of Housing and Community Development (DHCD) to pay for the cost of a consultant to develop design guidelines. 2) A grant through the Metropolitan Area Planning Council (MAPC) to assist the Town with exploring zoning recommendations made through the UMass Village Overlay District study. Recipients of these grants have not yet been announced.
- The Board met with the Energy Committee and Agriculture Committee to learn more about their efforts in Town.
- The Board sponsored a Minuteman Advisory Group on Interlocal Coordination (MAGIC) meeting and held a Massachusetts Planning Organization (MPO) Walkable Communities workshop. Both meetings had a great turnout by residents and boards who had an interest in making Bolton a more walkable community.
- The Planning Department continues to strive to be more efficient. Most recently the department purchased three map drawers which now house all of the maps. The department has also been researching various data management and permit tracking software which will hopefully be up in running in the department during 2009. Most applications, rules and regulations and information on current projects can now be found on the Town's webpage.

- The Board welcomed Mark Duggan who was elected to the Planning Board in 2008, replacing long time member Larry Delaney. The Board would like to thank Larry Delaney for his long and devoted service to the Board. Doug Storey replaced Larry as Chairman of the Board, and John Karlon became Vice Chairman.
- In 2009 the Board is going to continue to work on the goals identified in the Master Plan and UMass study in order to be more proactive to development. In addition, the Board will be working on some of the Rules and Regulations and bylaws that deal with land use.

**Financial Statement
July 1, 2007 to June 30, 2008**

Wages

Appropriated	\$54,539.00
Expended	<u>\$44,053.12</u>
Unexpended balance returned to general fund	\$10,485.88

Expenses

Appropriated		\$28,212.00
Expended	Purchase of Services	\$2,261.00
	Advertising	1,749.67
	Supplies	590.53
	Dues Memberships	244.00
	Meeting Expenses	648.50
		<u>\$ 5,493.70</u>
Unexpended balance returned to general fund		\$22,718.30