

PLANNING & ZONING COMMISSION REGULAR ZOOM MEETING JUNE 8, 2021

Present: Regular members Keith Bodwell, James LaPorta, Stephen Saccardi, Anna Timell and Phill West, alternate members Bruce Bennett, Will Evans, and Christine Gray and LUA/ZEO Karen Griswold Nelson.

Absent: None.

Others present: Planning Consultant Janell Mullen and ex-officio member Gordon Ridgway.

Chairman Anna Timell called the meeting to order at 7:08PM with a quorum established. Alternate Will Evans was seated for the open regular seat (vacated by Jill Cutler_

REGULAR ZONING MEETING:

ZONING APPLICATIONS:

- 1. APPROVAL OF MINUTES:** May 11 regular meeting and June 3, 2021 special meeting.

With note made by chairman Timell that she had reviewed the June 3 meeting minutes received that day prior to the meeting and found them to be order:

Motion made by Mr. LaPorta, seconded by Mr. West to approve the minutes of the May 11th regular meeting and the June 3rd special meeting as presented; unanimously approved,

- 2. NEW APPLICATIONS. None.**

- 3. APPROVED REGULATORY APPLICATION – ACTION TO SET EFFECTIVE DATE**
Zoning regulation brought forth by the Commission entitled “Home Businesses – This Section is intended to delete and replace Section 8.16-8.21, which is currently entitled “Home Uses: (draft proposal (07) updated to March 30, 2021 APPROVED AS AMENDED ON JUNE 3, 2021,

Motion made by Mr. Saccardi, seconded by Mr. Evans to set and publish the **EFFECTIVE DATE** of the approval of the Zoning regulation brought forth by the Commission entitled “Home Businesses – This Section is intended to delete and replace Section 8.16-8.21, which is currently entitled “Home Uses: (draft proposal (07) updated to March 30, 2021 approved as amended on June 3, 2021, **JULY 1, 2021;** motion unanimously approved.

- 4. CORRESPONDENCE AND COMMUNICATIONS.**
- 5. LUA/ZONING OFFICER’S REPORT.**

SP#248 – Carroll Dunham and Laurie Simons owners/George Johannsen Allied Engineering/ Special Permit(s) for a detached accessory as per Section 3.11.3 Special Uses Permitting in the CP Zone and Section 8.10 – “Apartment uses in Residential Zones – 48 Jewel Street/with proposed driveway entrance from Pine Street.

Discussion between ZEO and commission regarding “Site Plan” compliance.

Information referred to as part of the discussion: correspondence forwarded electronically to Commission members containing minutes of the February 9, 2019 P&Z meetings with notes from the public hearing, the special permit narrative prepared by Allied Engineering and conditions of approval and before photos of the site.

There was general discussion of the matter relating to a “fence” installed around the perimeter of the approved accessory structure that was not shown on the site plan as approved. With attention drawn to testimony in the public record (Attorney Peter Ebersol representing Village abutting owner Ann Hubbard), there was general discussion as to fences (references in the regulations listed by Planning Consultant Janell Mullen), the Commission’s jurisdiction in considering and approving fences and/or landscaping as relating to normal zoning permits as opposed to special permits, and the impact of fences overall. Note was drawn (kgn) to the issues raised regarding the commission’s jurisdiction in “site plan” approval as part of the testimony during the Home Based business regulations and how fences, as part of site plan approval, can be a determining factor as to the business’s appearance as relating to the “character of the neighborhood”. It was agreed that the applicant/owner should submit a Site Plan showing the existing placement of the fence to the Land Use office for consideration by the Commission.

ZP#1116- Jeffrey Fox (owner of Fox Painting) – Construction of a two car garage – 30/32 Sharon Goshen Turnpike.

ZP#1117 – Brad Hedden (Hedden Electric) – 19 Grange Hall Road – 8’ x 12’ shed – 19 Grange Hall Road.

ZP#1118 – Jeffrey Edwards/Sheyras Kanade – farm stand for cut flowers – 85 Warren Hill Road.

ZP#1119 – Phillis Levin and Jack Shanewise – Additions to an existing residence and alteration to an existing inground swimming pool.

6. OTHER BUSINESS PROPER TO COME BEFORE THE COMMISSION.

7. WORKSHOP MEETING – Workshop for commission members and staff on “Communications policy”, and proposed regulatory changes.

There was general discussion by the Commission and support staff regarding the consideration and preparation of a “Communications Policy” to better address written and oral communications received and comments and questions from members of the public. It was suggested that the Commission prepare and adopt a document that would address procedure and protocol to move forward in a fashion that would educate and provide a mechanism for the public to address concerns and be provided answers. Note was made of the difficulty posed by “public comment” at meetings and a method to create a better method for the public to communicate with the Commission and staff.

Due to lack of a consensus about public comments, Commission members agreed to omit a public comment period only for as long as meetings continue to be held by zoom, and then reconsider the pros and cons once meetings are held in public again. It was agreed that members would jointly craft a statement encouraging letters with comments or questions to be submitted to the Land Use Office and that this statement would be shared on the Town website as well as by e-mail to the First Selectman's registry.

Janell Mullen, made suggestions as to a framework of process and protocol with her recommendations to be incorporated into a formal document for Commission review and adoption.

In response to concerns raised (audience member) Gordon Ridgway addressed his role as an ex-officio member of the Commission with the right to participate in the proceedings.

Moving to upcoming Commission work, there was general discussion of the steps to be undertaken to address changes to the Zoning Regulations to re-format and re-organize, remove inconsistencies, add definitions and overall move forward on regulatory re-writes consistent with the 2020 Plan of Conservation and Development.

8. ADJOURNMENT.

Motion to adjourn made by Mr. LaPorta, seconded by Mr. West at 8:45PM unanimously approved.

Respectfully submitted,

Karen Griswold Nelson