

## **PLANNING & ZONING COMMISSION REGULAR ZOOM MEETING JANUARY 11, 2022**

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

**Absent: Stephen Saccardi and Phill West**

**Others present: Commission Planning Consultant Janell Mullen.**

Chairman Anna Timell called the meeting to order at 7:04PM with a quorum established. Alternate Bruce Bennett was seated for regular member Stephen Saccardi and Will Evans seated for regular member Phil West.

Chairman Anna Timell asked for a motion to amend the agenda to add a "Thank you" to Richard Griggs to the agenda.

**Motion** made by Mr. LaPorta, seconded by Ms. Gray, to amend the agenda to add a "Thank You" to Richard Griggs, as stated by Chairman Timell, for his steadfast attendance at these meetings and his recordings thereof. With note made by Chairman Timell as to the numbers of views noted on Richard's You-Tube videos, including the public hearings for the home business regulations, the motion was enthusiastically and unanimously approved.

### **REGULAR ZONING MEETING:**

- 1. APPROVAL OF MINUTES:** December 8<sup>th</sup>, regular meeting.

**Motion** made by Mr. LaPorta, seconded by Mr. Bodwell, to approve the minutes of the December 8<sup>th</sup> regular meeting as presented; unanimously approved.

- 2. NEW APPLICATIONS. None.**
- 3. PENDING APPLICATIONS. None.**

#### **4. STAFF REPORTS**

**LUA/CZEO – Karen Griswold Nelson including discussion of Zoning permit modification.**

There was general discussion regarding the current zoning permit (used for over 40 years with no changes), with discussion of a modified Zoning Permit being tied to the Use Chart for guidance purposes as to special permit uses, the removal of the references on the front page for special permit uses, the replacement of the special permit chart with language as to the inclusion of an open ended paragraph as to what one was proposing to do, the ability to condition zoning permits, and the requirement for plot plans as opposed to higher level surveys. The discussion was to be revisited.

There was general discussion regarding the timing of the receipt of applications, (including zoning and special permits) as well as to the timing tied the wetlands. with note made by Griswold Nelson as to the intricacies of timing based on posted office hours.

## **CORRESPONDENCE AND COMMUNICATIONS.**

Griswold Nelson stated that none had been received that were directly sent to the Commission at large.

Chairman addressed the receipt of correspondence (shared with the Commission via email) sent directly to her and the proper receipt of information to be directed to the Land Use office so as to be properly received, formally recognized and listed on the agenda.

With direction from Griswold Nelson, the 4 zoning permits were acknowledged.

**ZP#1136 – Belter Builders applicant/Caitlin and Will Evans owners - Change of use and expansion of an existing storage structure for office use – (no residential component) – 66 Cornwall Hollow Road.**

**ZP#1137 – Lauren and Baxter Wasson owners/Christine Gray/Churchill Builders applicant – installation of an in-ground swimming pool and accessory structures – 169 Cream Hill Road**

**ZP#1138 – Jiwon Lee and Alexis Delletery – Home based business/cottage kitchen – 120 Great Hill Road.**

**ZP##1139 – Lisa Marie Melk/K&M Hauling LLC applicant – driveway to a proposed residential structure – 106 Valley Road.**

**ZP#1140 – Donald Polk and Tamara Finstad applicants/owners – Detached accessory structure 14’ x 30’ (with heat and power) to be used for a home based business known as Starlight Lamps Repair – 32 Hall. Road. (Being relocated back to Cornwall from Kent)**

Griswold Nelson addressed the 4 zoning permits, including 2 home business permits, one for a cottage commission and a second for a business that required special attention over the weekend due to extenuating circumstances. From a personal “land use officer” viewpoint, Griswold Nelson stated that she was beginning to see the results, “all positive”, of the home business regulations being enacted. She addressed that the regulations had created a pathway for people to come in, start to think about things that they would do that would be done easily, legally and acceptable. Noting that despite the process being difficult, she stated her belief that the changes have been beneficial to the Town and offered her own personal commendations to the Commission for their work and efforts.

### **5. OTHER BUSINESS PROPER TO COME BEFORE THE COMMISSION**

- Election of officers

Presiding chairman Anna Timell addressed nominations from the floor.

In response,

**Motion** made by Mr. LaPorta, seconded by Ms. Gray to nominate Anna Timell for chairperson,

Hearing no other nominations from the floor, motion to nominate Anna Timell as chairperson; approved by Mr.'s LaPorta, Bodwell, Evans and Bennett and Ms. Gray. Ms. Timell abstained.

**Motion** made by Ms. Gray, seconded by Mr. Bodwell, to nominate James LaPorta, as vice chairman.

Hearing no other nominations from the floor, motion unanimously approved

**Motion** made by Mr. LaPorta, second Ms. Gray, to nominate Phill West as Commission secretary. Hearing no other nominations from the floor, motion unanimously approved

**6. PLANNING WORKSHOP MEETING - Workshop for commission members and staff with Planning Consultant Janell Mullen.**

Chairman Timell gave a historical overview of the Cornwall Zoning regulations as originally enacted in the Town in 1940.

Janell addressed previous concerns regarding the quality of the current zoning map, stating that she had contacted HVA regarding the concerns raised and screen shared the revised copy prepared, and to be incorporated into the Zoning Regulations.

A draft copy of the Zoning Regulations, prepared by Janell Mullen, forwarded electronically to the Commission prior to the meeting was made part of the record for discussion and screen shared. Discussion began with screen shared pages of Article 3, General Provision and ended with Article 4, "Definitions and Interpretations" Other discussion in the context of the sections ensued regarding surveys and mapping.

There was discussion as to the details for the upcoming Planning meeting, the time frames for presenters, and additional outreach by staff in collaboration with the Chairman Timell to clarify process.

**7. ADJOURNMENT.**

Motion made by Mr. Bodwell, seconded by Mr. Evans, to adjourn at 9:00PM; unanimously approved.

Respectfully submitted

Karen Griswold Nelson, for secretary (in absentia) Phill West