

## **PLANNING & ZONING COMMISSION REGULAR ZOOM MEETING DECEMBER 13, 2022**

**Present: Regular members Anna Timell, Keith Bodwell, Christine Gray, James LaPorta, and alternate members Bruce Bennett, Will Evans and Michelle Shipp and LUA/ZE0 Karen Griswold Nelson**

**Absent: Phill West and Stephen Saccardi.**

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

Chairman Anna Timell called the meeting to order at 7:03PM with a quorum established. Alternate Michelle Shipp was seated for regular member Stephen Saccardi and Will Evans seated for regular member Phill West.

### **ZONING APPLICATIONS: (Referenced under staff reports)**

**ZP#1165 – Richard and Gail Dolan applicants/owner – Outdoor wood burning stove– 12 Cherry Hill Road. Permit approved,**

**ZP#1166- Susan and Daniel VanDoren – Deck and screened in porch – 11 Bradford Road. Permit approved.**

#### **1. APPROVAL OF MINUTES:** November 8 regular and November 15<sup>th</sup> special meeting

**Motion** made by Mr. LaPorta, seconded by Ms. Gray, to approve the minutes of the November 8, 2022 regular meeting with the correction of “in-person” not “zoom”: unanimously approved.

**Motion** made by Mr. Bodwell seconded by Mr. LaPorta, to approve the minutes of the November 15, 2022 special meeting with the correction of Steven Saccardi not Bruce Bennett coming at 8:55PM unanimously approved

#### **2. NEW APPLICATIONS. None.**

#### **3. PENDING APPLICATIONS. None.**

#### **4. STAFF REPORTS LUA/CZEO – Karen Griswold Nelson**

Griswold Nelson referenced the zoning permits approved as listed and “good news” activity and plans in progress in Cornwall Bridge (retail shops sign and conversion of fly shop) and West Cornwall.

#### **5. CORRESPONDENCE AND COMMUNICATIONS.**

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

Approval of 2023 Meeting dates.

Chairman Timell advised the Commission that the 2023 Meeting dates had already been filed with the Town Clerk with the exception of the Annual planning meeting which had again changed with the final date set as Monday, January 30<sup>th</sup>, commencing at 7PM Via Zoom. There was general discussion of the process for the planning meeting.

## **7. PLANNING WORKSHOP MEETING - Workshop for commission members.**

A draft copy of the complete “final draft regulations” prepared by Janell Mullen, forwarded electronically to the Commission prior to the meeting was made part of the record for discussion.

Chairman Timell addressed her recommendations to make modifications to the order of the named sections. The “Table of Contents” and Anna’s documents was screen shared with discussion and recommendations rendered by all participating members with the matter to be revisited. Anna was to forward her documents to the Commission.

Discussion of the document (first 6 Articles) with green highlighted language relating to need to revisit) ensued.

Discussion regarding wording in Article 3 “Special Provisions” relating to lighting ensued with additional clarification and changes to the language recommended.

**Motion** made by Mr. Bodwell, seconded by Ms. Gray, to accept language amendments as proposed by Mr. LaPorta; unanimously approved.

It was agreed that typos could be sent to Janell and wording changes and nuances to be brought back to the Commission. Note was made (Janell) that “plot plan” had been added to the definitions.

Mr. LaPorta addressed “Buildable area” versus “Buildable Lot” with agreement that additional changes might be considered. Deed restrictions and covenants, lot coverage and other language such as private access way were discussed with note made that deed restrictions are not necessarily enforced by the Town (Bodwell, Nelson and Mullen) and perhaps should not be addressed in the zoning regulations (Bodwell). It was also suggested that anything confusing should be deleted.

There was continued discussion of Articles 4, 5 and in particular relating to statutory language, additional issues regarding non-conforming uses, approvals and conditions for special permits, suggested wordsmithing and minor changes. Janell outlined additions to the regulations for links to statutory requirements. It was agreed that no additional language amendments would be made until addition conversations and review.

A revised copy was to be prepared by Janell prior to the next meeting.

## **1. ADJOURNMENT**

**Motion** made by Mr. Bodwell, seconded by Ms. Shipp, to adjourn at 8:47PM; unanimously approved.

Respectfully submitted,

Karen Griswold Nelson for Commission secretary Phill West.