

## **PLANNING & ZONING COMMISSION REGULAR IN-PERSON MEETING AUGUST 8, 2023**

**Present: Regular members Keith Bodwell, James LaPorta, Stephen Saccardi, Phill West alternate members Bruce Bennett and Michelle Shippe and LUA/ZEO Karen Griswold Nelson**

**Absent: Anna Timell, Christine Gray and Will Evans.**

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

Vice chairman James LaPorta called the meeting to order at 7:00PM with a quorum established. All regular members were seated for the meeting with alternate Michelle Shippe seated for Anna Timell and Bruce Bennett for Christine Gray.

**ZONING APPLICATIONS: None listed.**

### **REGULAR MEETING**

#### **1. APPROVAL OF MINUTES: July (corrected kgn) regular meeting minutes**

**Motion** made by Mr. Bodwell, seconded by Mr. Saccardi to defer action on the minutes of the July regular meeting to the September meeting: unanimously approved,

#### **2. NEW APPLICATIONS.**

- A. SP#257 – Jayne and Gordon Ridgway owners/Ian Ridgway and Jayne Ridgway applicants - Special permits for a farm cidery and farm store, (10.5.f), for a detached accessory apartment (Section 10) farm store (10.1)) - 142 Town Street.**

**Motion** made by Mr. Bodwell, seconded by Ms. Shippe, to set **SP#257 – Jayne and Gordon Ridgway owners/Ian Ridgway and Jayne Ridgway applicants - Special permits for a farm cidery and farm store, (10.5.f), for a detached accessory apartment (Section 10) farm store (10.1)) - 142 Town Street** for public hearing **at the September 12, 2023 regular meeting:** unanimously approved,

- B. SP#258 – Town of Cornwall owner/Little Guild applicant – Modification to existing Special permits for a change of location to Town owned land (Foote Fields) for the temporary siting of facilities at the current location at 285 Sharon Goshen Turnpike during reconstruction and improvements to the current facility.**

**Motion** made by Mr. Bodwell, seconded by Mr. Saccardi, to set **SP#258 – Town of Cornwall owner/Little Guild applicant – Modification to existing Special permits for a change of location to Town owned land (Foote Fields) for the temporary siting of facilities at the current location at 285 Sharon Goshen Turnpike during reconstruction and improvements to the current facility** for public hearing **at the September 12, 2023 regular meeting:** unanimously approved,

**C. Donald S. Hedden owner/Keith Bodwell applicant – One Resubdivision with a shared driveway – 87 Cream Hill Road.**

Mr. Bodwell recused himself from the discussion and motion for action on the application.

**Motion** made by Mr. Bodwell, seconded by Mr. Saccardi, to set **Donald S. Hedden owner/Keith Bodwell applicant – One Resubdivision with a shared driveway as per Section 8.1.7 – 87 Cream Hill Road for public hearing at the September 12, 2023 regular meeting:** unanimously approved.

Mr. Bodwell returned to the proceedings

**D. 8-24 Referral from the Town of Cornwall for the use of Foote Fields for the relocation of the Little Guild Facilities.**

Information made part of the record: Memo to Planning & Zoning from Gordon Ridgway, dated 8/7/2023 regarding (Connecticut General Statutes) 8-24 referral -Little Guild/Foote Fields

LUA Griswold Nelson gave an overview of the CGS 8-24 referral from the Board of Selectmen for the use of a portion of Town owned Foote Fields (Sharon Goshen Turnpike) for the relocation of the housing of animals (dogs) currently housed at Little Guild, (285 Sharon Goshen Turnpike) during the demolition and rebuild of the existing Little Guild structure. Griswold Nelson addressed the need for the 8-24 referral for **SP#258** to move forward, adding that the Special permit would allow input from the neighbors abutting the new location (Furnace Brook Road) regarding special permit criteria, i.e., noise etc. Griswold Nelson addressed the Commission's role, under the Planning Statutes, to review the 8-24 referral and make a finding based on consistency with the current Plan of Conservation and Development. The floor was opened to the Commission for discussion. Note was made of Commission member Michelle Shippe currently serving as chairman of the Park and Recreation (Park & Rec) Commission. With note that the map referenced was not part of the record, Michelle Shippe addressed the proposed location being discussed with Park and Rec and gave an overview of the location of the proposed structure relating to the pickleball court, soccer fields, the nearby Cornwall Conservation Trust trail, and the currently un-used overflow soccer parking. With note made that "septic" (none) and other factors had been addressed, Ms. Shippe stated that the layout plans reviewed by Park and Rec was designed not to interfere with any of the current field activities and that overall, it was considered a "positive thing" by Park and Rec. Based on the discussion, the Commission discussed consistency with the Plan of Conservation and Development and to the Economic Development section and the goal of support for existing businesses. Accordingly,

**Motion** made by Mr. Bodwell, seconded by Mr. Saccardi that the P&Z Commission, acting under CGS 8-24, and based on the oral and written testimony of both the Board of Selectmen and Commission members and staff, that the Planning & Zoning views favorable the use of Foote Fields for the temporary housing of dogs as per the plans submitted. The Commission finding is based on the goals stated in the Economic Section of the Plan of C&D to support existing businesses; motion unanimously approved.

**3. PENDING APPLICATIONS. None,**  
**4. STAFF REPORT**  
**LUA/CZEO – Karen Griswold Nelson**  
**Enforcement Actions – KGN**

General discussion ensued regarding protocol for the upcoming public hearings and the receipt and posting of communications received with the change to in-person meetings. With note by Karen Griswold Nelson regarding her absence from the Land Use from the end of August until Saturday before the September meeting and public hearings and the protocol for applications to be on the website, the posting of the legal notice and protocol for the receipt of information, either written or electronic with agreement as to reasonable time frames to be added to the agenda. With reference to the current wording on the bottom of the agenda addressing the receipt of information:

**Motion** Mr. Bodwell, seconded by Mr. West, that the wording on the agenda (bottom paragraph) be changed to the close of business hours on Tuesday, the week before the posted meeting; unanimously approved.

**5. CORRESPONDENCE AND COMMUNICATIONS.**

Town Planner Mullen addressed information received from the NWCOG regarding a Fifth Thursday on August 31<sup>st</sup> in collaboration with UConn’s CLEAR for a Commission training on “pertinent” topics. Noting wishes from the COG for feedback from the various Commissions invited regarding topics to be discussed, Ms. Mullen addressed the 13 topics listed with Commission consensus that: “Legal basis for Land use regulation”, “Public hearings” and “Conflict of Interest” were the Commission’s top three choices.

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

Ms. Mullen addressed a prepared document for protocol and conduct relating to public hearings with agreement that the document would be placed on the Town website prior to the public hearings.

**7. PLANNING WORKSHOP MEETING.**

- Discussion of amendment to current Regulations (Article 10.1 “Accessory Apartments & Apartment Uses

Document made part of the record for discussion - Memorandum regarding amendment to current Regulations (Article 10.1 “Accessory Apartments & Apartment Uses”) Prepared by Janell Mullen, Planning Consultant issued for discussion at August meeting.

There was general discussion of the document with edits and changes discussed with another draft to be prepared for discussion prior to the setting of a public hearing. Staff recommendation (Mullen) was to set a public hearing later.

- Discussion of status of cannabis moratorium and possible action,

Document made part of the record for discussion: Memorandum regarding Adult Recreational Cannabis Prepared by Janell Mullen, Planning Consultant issued for discussion at August meeting.

After discussion of the consideration and timing of another moratorium, **based on the end of the current One year moratorium commencing November 2022:**

**Motion** made by Mr. Bodwell, seconded by Mr. West, to extend the current moratorium for 18 months, May 2025 and to set a public hearing for September 12, 2023 for the process for a text amendment to extend the moratorium to May 31, 2025: unanimously approved.

#### **8. ADJOURNMENT.**

**Motion** made by Mr. Bodwell, seconded by Mr. Saccardi to adjourn at 7:45PM; unanimously approved.

Respectfully submitted,

Karen Griswold Nelson for Commission secretary Phill West.