

Warren Planning & Zoning Commission  
50 Cemetery Road Warren CT  
Minutes of the Meeting held on  
July 14, 2015

**Present:** B. Bolte, J. Miller, S. Bates and C. Brodhead  
**Alternates:** Kelly Tobin  
**Regrets:** C. Fischer, P. Good, H. Lethbridge, R. Kasler  
**ZEO:** Stacey Sefcik  
**Recording Secretary:** C. Frisbie

**Meeting** was called to order at 7:51pm by B. Bolte, Chairman

**Item #1)**

**Designation of Alternate:**

K. Tobin was seated for C. Fischer  
Welcome to the Board

**Item #2)**

**Public Comment:** None

**Item #3) Minutes:** Correction to the agenda – minutes listed were approved at the June 9, 2015 meeting. Agenda should list the minutes as June 9, 2015 Motion (Miller/Bates) to accept the Minutes of June 9, 2015 All in Favor

**Item #4) Old Business:** A) Nathalie Brodhead for Craig Wilson, Wolfe Road (Assessor's Map 37 Lot 3) - Zoning Permit to Construct New House. Chris Brodhead recused himself from the meeting at 7:54pm due to a possible conflict of interest – due to this situation, the Board did not have a quorum and was unable to hear the application. The ZEO will work on getting a special meeting arranged for either July 20<sup>th</sup> or 21<sup>st</sup> to hear the application. C. Brodhead returned to the meeting at 8:03pm B) Barbara Miller, Esq. for Lake Waramaug, LLC, 387 Lake Road - Special Exception per Section 8.5A of the Town of Warren Zoning Regulations for Accessory Apartment Located More than 50 Feet from the Main Dwelling Unit. *(Continued to August 11, 2015 Regular Meeting at Applicant's Request)*

**Item #5) New Business:** A) Henk Dalmeyer, 220 Kent Road - Zoning Permit to Construct New House Applicant was not in attendance – ZEO went to location to address a possible violation and found that a home had already been built on the premises. Building Official was notified ZEO received information from the TAHD and the plans submitted to TAH and the Town of Warren is different from each other. A cease and desist order will be issued until clarification on matters can be rectified. Fees for a permit have been paid Motion (Bates/Tobin) to table application All in Favor

**Item #6) Correspondence** ZEO gave the Board a copy of what was put in the Town's newsletter this past June 2015 regarding the Land Use Department Also noted was the 5<sup>th</sup> Thursday program and ZEO believes it is on Housing for the Aging – anyone interest please let Stacey know

**Item #7) Zoning Enforcement Officers Report**

S. Sefcik gave the Committee a written monthly report Motion (Bates/Brodhead) to accept the ZEO's report **All in Favor**

**Item #8) Other Business Proper to Come Before the Commission:**

Request from Zoning Board of Appeals for Clarification of Section 8.2 and Section 8.4A of the Zoning Regulations pertaining to Accessory Apartments.

8.4a- *- the accessory apartment is less than or equal to 900 square feet or 50% of the floor area of the main dwelling unit, whichever is less* - Q. is the 900 square feet living area or total area space - intent was for living area

8.2 - *- Either the main dwelling unit or the accessory apartment shall be occupied by the property owner* Q. what is the time frame to be considered "occupied" Board' intent was that only one of the dwellings could be leased at one time with the other dwelling to be occupied by the owner of the property. This was not sufficient for ZBA members in attendance and they would like to know if there is a "time frame for owner occupied"? After much discussion, the Board would like to have Stacey seek clarification of "occupied" and this particular regulation from the lawyer

No other business to be brought before the Board

Motion (Brodhead/Tobin) to adjourn at 8:40pm **All Approved**

Respectfully Submitted,  
Colleen Frisbie