

**Town of Warren
Planning & Zoning Commission
Regular Meeting - Minutes
Tuesday, November 14, 2017 - 7:30PM
Warren Town Hall - 50 Cemetery Road**

Present: Chairman: Bob Bolte - **Vice Chairman:** Christoffer Brodhead - **Regular Members:** Susan Bates, Phillip Good, Robyn Kasler, John Miller, Howard Lethbridge - **Zoning Enforcement Officer:** Stacey Sefcik - **Land Use Secretary:** Stephanie Dubray
Excused: Regular Member: Kelly Tobin, **Alternate:** Brian Coyle

1. **CALL TO ORDER AND DESIGNATION OF ALTERNATES.**
 - a. The regular meeting was called to order at 7:30PM. All regular members present were seated for the meeting. The proceedings were recorded digitally, and copies are available in the Land Use Office.
2. **EXECUTIVE SESSION WITH COMMISSION'S ATTORNEY TO DISCUSS STRATEGY AND NEGOTIATIONS WITH REGARD TO PENDING ZONING ENFORCEMENT ACTION.**

MOTION: Ms. Bates, second Ms. Kasler to **enter into executive session** at 7:32PM, unanimously approved.

At this time the recorder was turned off, and minutes were no longer notated.

No motions were made while in Executive Session.

The board exited Executive Session and resumed the Regular Meeting at 8:56PM

MOTION: Mr. Miller, second Ms. Bates to **move to item # 9A** on the agenda, unanimously approved.

3. **OTHER BUSINESS PROPER TO COME BEFORE THE COMMISSION**
 - a. Jessica Dell'Aera, 14 Strawberry Ridge Road - Request to Modify Zoning Permit #16-04 Issued May 25, 2016 to Permit 2nd Driveway on Premises (Keep Original Driveway Instead of Removing as per Approved Plans)

Ms. Dell'Aera presented to the commission the site plans that indicate where the previous driveway existed, along with the working driveway. The front entry way to the home includes rock steps leading up to the door. The site is on a sloping lot and is not easily accessible. Ms. Dell'Aera explained to the commission her families concerns for accessibility to the only entry way to the home. It was mentioned that emergency personnel may find it difficult to get into the home, and Ms. Dell'Aera presented a letter from Mr. Roger Tanner explaining that he agrees the current driveway may pose as a safety issue. In addition, she explained that propane deliveries are difficult as there is no easy access. Mr. Lethbridge pointed out that he would like to have a site approval

from both the First Selectmen and the town foreman. Ms. Sefcik noted that both Craig Nelson, and Josh Tanner have reviewed the site and found no issue with allowing the secondary driveway.

MOTION: Mr. Miller, second Ms. Kasler to **approve** the application, unanimously **approved**.

4. APPROVAL OF MINUTES:

- a. September 12, 2017 Regular Meeting.

Motion: Mr. Lethbridge, second Ms. Kasler to **table** the minutes from the Regular Meeting on September 12, 2017, unanimously **approved**.

5. OLD BUSINESS:

- a. No business was discussed.

6. NEW BUSINESS:

- a. No business was discussed.

7. CORRESPONDENCE.

- a. No business was discussed.

8. ZONING ENFORCEMENT OFFICER'S REPORT.

- a. No business was discussed.

9. OTHER BUSINESS PROPER TO COME BEFORE THE COMMISSION:

- a. . Discussion and Possible Action Regarding Zoning Text Amendments (Including But Not Limited to Definitions, Single Family Residence, Use Charts, Contractor Shop & Storage.)

The commission chose to table this matter until the next meeting on December 12, 2017.

Motion: Mr. Lethbridge, second Ms. Kasler to **adjourn** the meeting at 9:14PM; **unanimously approved**.

Respectfully submitted,

Stephanie Dubray

Stephanie Dubray
Land Use Secretary