

Town of Warren
Planning & Zoning Commission
PUBLIC HEARING - Regular Meeting – Minutes
Tuesday, November 13, 2018 – 7:30PM
Warren Town Hall – 50 Cemetery Road

Present: Chairman: Susan Bates – **Vice Chairman:** Absent - **Regular Members:** Howard Lethbridge, John Papp, Adam Crane – **Alternate:** Ruth Schnell
Zoning Enforcement Officer: Stacey Sefcik -
Land Use Secretary: Brenda Zampaglione
Excused: Chris Brodhead, Bob Bolte **Absent:** Brian Coyle, John Miller, Phillip Good

1. CALL TO ORDER AND DESIGNATION OF ALTERNATES.

- a.** The **PUBLIC HEARING** 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.

CONTINUED PUBLIC HEARING

- 1. Arthur Howland & Associates for Barbara Johnson, Trustee, 10 North Shore Road** – Special Exceptions Per §14.2.1-F and 14.3 to Construct Patio Larger than 100 Square Feet and Single Family Dwelling within the Shoreline Setback Area.

Paul Szymanski of Arthur Howland & Associates for Barbara Johnson, Trustee, 10 North Shore Road requested to **WITHDRAW** the Petition. Ms. Sefcik read the letter of **withdrawal** into the record.

PUBLIC HEARING

The hearings opened at 7:33PM. Regular members present were seated for the meeting. The proceedings were digitally recorded and copies are available in the Land Use Office.

- 1. Town of Warren, Planning and Zoning Commission** – Text Amendments to Zoning Regulations – Section 2 (Definitions) and Section 5 (Use Table)

Legal Notice published twice in the New Milford Spectrum on November 2nd and 9th, 2018, was read into the record by Ms. Sefcik. No questions or inquiries were received by the Land Use Office or the Town Clerk's office.

Ms. Bates then opened the meeting for Public Comment.

No Public comments.

Ms. Sefcik noted that Jocelyn Ayer of NHCOG was forwarded the draft amendments as required by state statutes and reported that there were no inconsistencies with the proposed Definitions and Use Table with the Regional Plan.

MOTION: Mr. Papp, second Mr. Lethbridge to **CLOSE** the **PUBLIC HEARING - Town of Warren, Planning and Zoning Commission** – Text Amendments to Zoning Regulations – Section 2 (Definitions) and Section 5 (Use Table)

APPROVED: UNANIMOUSLY ABSTENTIONS: NONE MOTION CARRIED

REGULAR MEETING

1. CALL TO ORDER

- a.** The **Regular Meeting** was called to order at 7:55PM immediately after the Public Hearing. All regular members present were seated for the meeting. Ms. Schnell was seated for Mr. Brodhead. The proceedings were recorded digitally, and copies are available in the Land Use Office.

2. OPPORTUNITY FOR PUBLIC COMMENT

None

3. APPROVAL OF MINUTES:

- a.** October 9, 2018 Public Hearing and Regular Meeting

MOTION: Mr. Papp, second Mr. Lethbridge to **APPROVE** the October 9, 2018 **PUBLIC HEARING** and **REGULAR Meeting minutes;**

APPROVED: UNANIMOUSLY ABSTENTIONS: NONE MOTION CARRIED

4. OLD BUSINESS:

- a. Arthur Howland & Associates for Barbara Johnson, Trustee, 10 North Shore Road** – Special Exceptions Per §14.2.1-F and 14.3 to Construct Patio Larger than 100 Square Feet and Single Family

Dwelling within the Shoreline Setback Area. **Mr. Szymanski of Arthur Howland & Associates, on behalf of Barbara Johnson, Trustee, 10 North Shore Road requested this petition be withdrawn via emailed letter received October 9, 2018.**

- b. Arthur Howland & Associates for Barbara Johnson, Trustee, 10 North Shore Road – Zoning Permit #18-18 to Tear Down & Rebuild Single Family Dwelling, Construct In-Ground Pool & Pool House, and Relocate Driveway. Mr. Szymanski of Arthur Howland & Associates, on behalf of Barbara Johnson, Trustee, 10 North Shore Road requested this petition be withdrawn via emailed letter received October 9, 2018.**

- c. Robert Fisher, Esq. for Lake Waramaug, LLC, 387 Lake Road – 2-Lot Subdivision**

Seated Commissioner, John Papp, noted that he has a business relationship with Attorney Fisher's law Firm, Cramer and Anderson, LLP, although Mr. Papp has not personally worked directly with Attorney Fisher. Mr. Papp stated for the record that he is not involved in any way, shape or form and can give his unbiased and fair opinion on the matter regarding 387 Lake Road. Attorney Fisher agreed that there would be no conflict of interest and is comfortable with Mr. Papp continuing. Mr. Papp is to remain seated.

TAHD has approved the septic plan – the existing septic is working fine and will not be altered. The 2 existing cabins will be removed. Ms. Sefcik will do a site visit for inspection. A Declaration of Restriction was drawn up and Attorney Matt Willis (for Town of Warren) has reviewed and accepted the Declaration of Restriction.

MOTION: Mr. Papp, second Mr. Lethbridge to **APPROVE the 2-Lot Sub-division of 387 Lake Road**, subject to the filing of the Mylar map and the Declaration of Restriction regarding Open Space, in addition to the ZEO inspection and confirmation of compliance of the cabins on both properties pursuant to the stipulation of judgment.

APPROVED: UNANIMOUSLY ABSTENTIONS: NONE

MOTION CARRIED

- d. Town of Warren Planning & Zoning Commission – Text Amendments to Zoning Regulations - Section 2 (Definitions) and Section 5 (Use Table).**

MOTION: Mr. Lethbridge, second Mr. Papp to **APPROVE** the Text Amendments as submitted with the **EFFECTIVE DATE of November 24, 2018** after publishing in New Milford Spectrum, finding it consistent with the Plan of Conservation and Development.

APPROVED: UNANIMOUSLY ABSTENTIONS: NONE

MOTION CARRIED

5. NEW BUSINESS:

- a. Linda Heard, 35 Kent Road – Special Exception per Section 23 of the Town of Warren Zoning Regulations for Home-Based Business (Antiques Shop).**

Ms. Heard provided pictures of the SHOP to the Commission. Ms. Heard explained that the Parking would be off street for @ 6 to 8 cars, further explaining that the driveways would not be used for Parking.

MOTION: Mr. Papp, second Mr. Lethbridge to **ACCEPT & RECEIVE** the application in addition to scheduling a **PUBLIC HEARING for Tuesday, December 4, 2018** at 7:30 pm, Warren Town Hall, 50 Cemetery Road, Warren, CT

APPROVED: UNANIMOUSLY ABSTENTIONS: NONE

MOTION CARRIED

- b. Arthur Howland & Associates for Barbara Johnson, Trustee, 10 North Shore Road – Special Exceptions Per Sections 14.2.1-F and 14.3 to Construct Patio Larger than 100 Square Feet and Single Family Dwelling within the Shoreline Setback Area.**

This is a new application with completely revised plans. Mr. Szymanski could not attend this evening's meeting, but has provided revised house and site plans for the Commission to review. Plans for the Swimming Pool were questioned, i.e., size, water run-off, in addition to the request by Mr. Crane to have information on the Lot size and acreage of the property. It was recommended by the Commission to have Sean Hayden, Lake Waramaug Task Force, for his opinion on the new plans. Archaeological issues were discussed. Ms. Sefcik explained that a more in depth review was suggested to be done during the excavation once some of the existing fill is removed.

MOTION: Mr. Lethbridge, second Mr. Papp to **ACCEPT & RECEIVE** the application in addition to scheduling a **PUBLIC HEARING for Tuesday, December 4, 2018** at 7:30 pm, Warren Town Hall, 50 Cemetery Road, Warren, CT

APPROVED: UNANIMOUSLY ABSTENTIONS: NONE

MOTION CARRIED

- c. Chairwoman, Ms. Bates, requested that a SPECIAL meeting be held of the Planning and Zoning Commission on November 27, 2018 at 7:30 PM, Warren Town Hall, 50 Cemetery Road, Warren, CT, for the sole purpose of discussing Home Business Regulations.**

MOTION: Mr. Papp, second Mr. Lethbridge to **SCHEDULE a SPECIAL meeting** of the Town of Warren Planning and Zoning Commission on **Tuesday, November 27, 2018** at 7:30 pm, Warren Town Hall, 50 Cemetery Road, Warren, CT

APPROVED: UNANIMOUSLY ABSTENTIONS: NONE

MOTION CARRIED

- d. Chairwoman, Ms. Bates, presented the Commission with Proposed Meeting Dates for 2019 of the Planning & Zoning Commission.

MOTION: Mr. Papp, second Mr. Lethbridge to **ADOPT** the **Proposed Meeting Dates for 2019** of Town of Warren, Planning and Zoning Commission.

APPROVED: UNANIMOUSLY ABSTENTIONS: NONE

MOTION CARRIED

6. CORRESPONDENCE

None

7. ZONING ENFORCEMENT OFFICER'S REPORT

- a. No written report was available. Ms. Sefcik summarized for the Commission that she had received several applications which were processed by the Land Use Office. Ms. Sefcik will send her written report to all Commission members.

8. OTHER BUSINESS PROPER TO COME BEFORE THE COMMISSION

a. Update from Plan of Conservation & Development Subcommittee

Ms. Sefcik spoke with Glen Chalder to review the summary of the Community Issues Forum. Ms. Sefcik met with Jocelyn Ayer of NHCOC to discuss the POCD layout and formatting decisions. Ms. Sefcik summarized for the Sub-committee that she has begun a document "skeleton" draft plan of the POCD and is currently working on the Introduction portion. A first draft will be ready for the December 4, 2018 Planning and Zoning meeting. In addition, Ms. Sefcik will make sure that other Boards/Commissions from Town of Warren receive a copy for their review and comments prior to the Public Hearing for Adoption of the new POCD.

The next meeting of the Plan of Conservation and Development Subcommittee will be on Monday, November 26th, 2018 at 7:00 pm at Warren Town Hall, 50 Cemetery Road, Warren, CT. Thereafter, the next POCD meeting will be on January 14, 2019.

- b. The Town of Warren Planning and Zoning Commission would like to thank out-going members Kelly Tobin and Robin Kasler who have tirelessly given their time and efforts as Commissioners on this Board.

9. ADJOURNMENT

MOTION: Mr. Papp, second Mr. Lethbridge to **ADJOURN** the meeting at 8:26PM;

APPROVED: UNANIMOUSLY ABSTENTIONS: NONE

Respectfully submitted,

Brenda Zampaglione

**Brenda Zampaglione
Land Use Secretary**