

**TOWN OF WARREN
PLANNING & ZONING COMMISSION
Regular Meeting Minutes
Tuesday, May 10, 2016 - 7:30PM
Lower Level Meeting Room - 50 Cemetery Road**

Present were Chairman Robert Bolte, Vice Chair Christoffer Brodhead, Members Susan Bates, John Miller, and Robyn Kasler. Alternate Kelly Tobin also was present. Howard Lethbridge and Phil Good were absent, as were alternates Darin Willenbrock and Brian Coyle. Also present were Stacey Sefcik, ZEO and Richelle Hodza, Recording Secretary.

Call to Order and Designation of Alternates. Chairman Bolte called the meeting to order at 7:33 p.m. Ms. Tobin was seated for Mr. Lethbridge.

Opportunity for Public Comment. No member of the public was present.

Approval of Minutes. Vice Chairman Brodhead made a **MOTION** to approve the Minutes of the April 12, 2016 Regular Meeting. His motion was **SECONDED** by Mr. Miller. The minutes were **APPROVED**.

Old Business. Ms. Bates wanted to know what happened to Mr. Capinetti's application from last month, as she had understood that it had been tabled; however, it was not on the agenda under Old Business. Ms. Sefcik explained that his application for improvements at 291 Woodville Road had been lacking only TAHD approval. Because the project involved activities (construction of an addition and raising the roof of an existing structure) which were clearly well within the regulations, approval had been within agent authority, as granted to the ZEO by the Commission. The application had been approved and had not needed to come before the Commission. Clarification was made and reaffirmed regarding certain powers granted to the ZEO, wherein zoning permit applications needing to be brought before the Commission were those involving (a) demolition of an existing structure, (b) construction of a new dwelling, and (c) any applications whose proposals were not clearly and well within the limits and intent of the Regulations. Where appropriate, such a permitting process avails the Commission to attend to matters it alone has the power to address.

Correspondence. The Connecticut Federation of Planning & Zoning Agencies Winter Newsletter 2016 had been sent to members.

Zoning Enforcement Officer's Report. Ms. Sefcik presented her Enforcement Report in writing to Commission members and a copy of it can be viewed in the Land Use office.

Other Business Proper to Come Before the Commission.

- **Discussion regarding possible zoning text amendments** (which may include, but not be limited to, timber harvests, definition of farm, merging sections 22 and 33 pertaining to special exceptions, fixing incorrect and unclear references, and renumbering sections and subsections.) Referring to the document she had prepared for the last meeting, *Proposed Zoning Text Amendments for Discussion 4/22/16*, Ms. Sefcik reviewed each of the 9 recommendations she had made for text revisions, many of which involve merely renumbering or correcting clerical errors.

Item 1 regarding the definition of a Farm (Sec 2) that includes farm stands garnered a fair amount of discussion: while unequivocally wanting to protect the “Right to Farm,” there was concern about potential abuse of the definition of farm stands, such that a provision for containing too big an operation might need to be considered. Operations deemed “community supported agriculture” (CSAs) were also discussed. The commission was of the mind that incorporating broad, rather than restrictive language, better serves the vision of the Town at the present time.

Ms. Sefcik said she would run the proposed definition of “Farm” past the Town’s attorney. Changes to items 2, 3, 4, 6, and 9 were insubstantial, straightforward, and/or clerical changes provoking few, if any, questions.

While it was agreed that item 5 needed changing (Flood Plain Overlay Zone – Sec 11.3.1.H), it was decided to postpone the proposed deletion until the paragraph could be inserted into the Subdivision Regulations, where it belonged.

Item 7, a proposed merger of two different sections, 22 and 33, respectively, dealing with Special Exceptions and their Applications was approved. Ms. Sefcik wished to run the version by the Town’s attorney.

Regarding item 8, (Timber Harvests – Sec 30.1.2), Ms. Sefcik asked that the Commission hold off on discussing the proposed changes because she had discovered information in CGS Sec 23-65k regarding the municipal regulation of forest practices, which gives Warren certain rights to act through its own inland wetlands agency. She wanted more time to review the statute vis-à-vis current P&Z Regulations. The Commission deferred.

- **Discussion regarding possible zoning text amendment pertaining to nonconforming lots.** Ms. Sefcik described to the Commission several instances in which abutting, non-conforming lots had been alternately several and singular. Some confusion had arisen in both the land use and assessor’s offices over whether or not several lots had in fact been merged, and whether or not they should be merged. The Commission felt unprepared to discuss the matter, tabling it to the next meeting.
- **Committee Members.** Mr. Brodhead **MOVED** to install Alternate Ms. Kelly Tobin as Regular Committee Member to fill out the term left by Christopher Fischer. Mr. Miller **SECONDED** the motion. Voting was unanimous, the motion **CARRIED**. It was noted that a third alternate would be sought to fill out the remaining term of Ms. Tobin.

Ms. Bates **MOVED** to adjourn the meeting at 8:56 p.m. until **Tuesday, June 14, 2016 at 7:30**. Mr. Brodhead **SECONDED**. The motion **CARRIED** unanimously.

Respectfully submitted,



Richelle Hodza
Clerical Assistant