

TOWN OF WARREN  
**PLANNING & ZONING COMMISSION**  
Public Hearing and Special Meeting Minutes  
Tuesday, February 7, 2017 - 7:30 pm  
Warren Town Hall – 50 Cemetery Road

PRESENT at the Public Hearing were Susie Bates, Bob Bolte, Chris Brodhead, Phil Good, Kelly Tobin, and Alternate Brian Coyle, who appeared at 8:44 p.m. Also present were Stacey Sefčík, CZET, and Richelle Hodža, Recording Secretary. Not attending were Robyn Kasler, Howard Lethbridge, John Miller and Alternate Darin Willenbrock.

**PUBLIC HEARING CONTINUED**

The Public Hearing was called to order at 7:38 p.m. by Chairman Bolte. The matter to be heard was Arthur H. Howland & Associates, LLC for The Cove, LLC, North Shore Road (Assessor's Map 45 Lot 12-1) – Special Exception per Section 6.1.4 to Construct Single Family Dwelling and Septic System Outside the Buildable Area. Ms. Sefčík announced that she had received the certificates of mailing to the neighbors and stated that the hearing had been duly noticed in the *Republican American* when it was originally scheduled. Ms. Sefčík informed the Commission that she had also received two letters regarding the matter and read them into the record. The first was from Attorney Manasse on behalf of his clients Mr. David C. Robinson, who was also present, and Mr. and Mrs. Scott M. Stuart who, like Mr. Robinson, are neighbors. The second letter was from Mr. Sean Hayden of the Northwest Conservation District (NCD) dated January 9, 2017, who wrote on behalf of the Lake Waramaug Task Force (LWTF).

Since Mr. Manasse's letter of January 5, revised plans have been submitted by the applicant's engineer. The site development plans presented to the Commission (dated August 22, 2016 with revisions through 01/13/17 Comments from LWF & NCD) indicate that certain lakeside activities, *i.e.*, the dock and water toys, have been removed from and were also stricken from the application.. Also submitted to Ms. Sefčík was a draft by Attorney James Kelly of a "Grant of Driveway Easement" and a letter to Chairman Bolte dated February 2, 2017 from Mr. Szymanski providing "minor clarifications" on the application, including a copy of the A-2 survey done by Roy V. Cheney (dated May 2016, Revised January 2017), which he produced for the Commission's review. Mr. Szymanski stated that because the project disturbs less than ½ acre, Erosion and Sedimentation Controls are not required; however he extended a plan to address the issues raised by the NCD/LWTF. (See email from P. Szymanski to S. Hayden, January 25, 2017 10:01 AM).

Regarding floor plans and elevations, new drawings were provided. Certain retaining walls had been removed, the average height was no greater than 21 feet and was within allowable limits, and the issue of allowable impermeable surface area was addressed. Some discussion ensued regarding the definition of impermeable surfaces especially vis-à-vis the driveway. Mr. Szymanski offered to excavate and install an additional 12 inches of larger stone beneath the 6 inches of crushed, washed stone to aid infiltration. It was noted that on the side of the house there is a set of steps protruding six feet into the setback area. Ms. Sefčík wanted clarification on what appeared to be a proposed roof over the steps which also intrudes upon the setback area. Mr. Szymanski acknowledged the proposed roof feature and enumerated other changes that were made since the Commission last met. He then provided information about the septic system water and its treatment. Mr. Szymanski stated that the Warren Inland Wetlands Commission had already approved the application. He introduced Mr. Robert Horrigan, the builder, and offered that he was sensitive to the protection of the quality of the lake. Mr. Szymanski concluded.

Attorney Manasse stood to address the Commission. He observed that the Site Development plans before the Commission still indicate work at the waterfront. On behalf of his clients, Mr. Manasse requested that all work at the waterfront be removed from the present application as it has no bearing on the permission sought, namely, a special exception per § 6.1.4 to construct a single family dwelling and septic system outside the buildable area. After conferring

with his client, Mr. Szymanski offered in writing “an extension [of time] to close the public hearing on February 14, 2017.” Ms. Tobin MOVED to continue the Public Hearing until the date of the next regular meeting of the Commission, February 14, 2017 at 7:30. Ms. Bates SECONDED; the motion CARRIED.

### SPECIAL MEETING

PRESENT were the same as above. Chairman Bolte called the meeting to ORDER at 8:30 p.m. Alternates were not needed.

APPROVAL OF MINUTES. Ms. Bates made a MOTION to APPROVE the minutes of the December 13, 2016 Regular Meeting. Mr. Good SECONDED; the motion CARRIED.

OLD BUSINESS. Both items on the agenda regarding The Cove, LLC, North Shore Road (Assessor’s Map 45 Lot 12-1) were tabled per MOTION by Ms. Tobin; SECOND by Mr. Good, and unanimous vote.

NEW BUSINESS. Arthur H. Howland & Associates, LLC for Dr. and Mrs. Eric D. Salk, 379 Lake Road – Special Exception per Section 8.5 of the Town of Warren Zoning Regulations to Permit an Accessory Apartment. Mr. Szymanski reviewed the proposed project with the Commission referring to site plans. The Commission seemed satisfied with the information they were given. Ms. Sefcik advised the Commission that if it wished to do so, it could schedule a Public Hearing and Special Meeting on Tuesday, February 21, 2016, which would provide enough time for proper legal noticing. Ms. Tobin MOVED to Schedule a **Public Hearing and Special Meeting of the Planning and Zoning Commission for Tuesday, February 21, 2016 at 7:30 p.m.** at the Warren Town Hall, 50 Cemetery Road, in the lower level conference room. Ms. Bates SECONDED; the Commission’s unanimous vote CARRIED the motion.

In the matter of Arthur H. Howland & Associates, LLC for Samgold, LLC, 102 North Shore Road – Special Exception per Section 16.3 of the Town of Warren Zoning Regulations to Construct Single Family Dwelling and Pool within the Shoreline Setback Area. Mr. Harold Tittmann of Tittmann Design + Consulting LLC made a plea to the Commission to hold a Special Meeting and Public Hearing sooner than its regular meeting. Ms. Bates made a MOTION to receive the application and to hold a **Public Hearing on Tuesday, March 14, 2017 at 7:30 p.m.** at the Warren Town Hall. Mr. Brodhead SECONDED; the motion CARRIED.

Attorney Robert L. Fisher, Jr. was present for Lake Waramaug, LLC – Petition to Amend Section 17 of the Town of Warren Zoning Regulations Regarding the Conversion of Non-Residential Properties to Residential Use. Mr. Bolte asked for comment. Hearing none, Ms. Bates made a MOTION to RECEIVE the application and Schedule a **Public Hearing on February 14, 2017 at 7:30 p.m.** at the Warren Town Hall.

CORRESPONDENCE. None. It was noted that Jocelyn Ayers from the NHCOC would attend the meeting on February 14 to give an interactive presentation to the P&Z regarding the Regional Plan of Conservation and Development.

ZONING ENFORCEMENT OFFICER’S REPORT. Not available.

Ms. Bates made a MOTION to close the meeting at 8:45 pm. Mr. Brodhead SECONDED. The motion CARRIED. The next regularly scheduled meeting is **February 14, 2017 at 7:30 p.m.** in the Town Hall, lower level.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'RH' followed by a stylized flourish.

Richelle Hodža