

Warren Planning & Zoning Commission
7 Sackett Hill Rd Warren CT Dining Hall (downstairs)
Minutes of the Meeting held on
August 12, 2014

Present: B. Bolte, H. Lethbridge, J. Miller and C. Brodhead

Alternates: B. Coyle

Regrets: C. Fischer, S. Bates, P. Good, R. Kasler

ZEO: Stacey Sefcik

Recording Secretary: C. Frisbie

Attorney Willis

Meeting was called to order at 7:40pm by B. Bolte, Chairman

Item #1)

Designation of Alternate:

B. Bolte seated B. Coyle for C. Fischer

Item #2) Minutes:

Motion (Miller/Lethbridge) to accept the July 8, 2014 meeting minutes with the correction of Attorney Willis was not present but his Associate Attorney Branse was All Approved

Item #3)

Public Comment: None

Item #4)

Old Business: None

Item #5)

New Business:

- John McCoy, PE for James Orsi, 120 Tanner Hill Road - Lot Line Revision: Received Wetlands approval in July 2014: Drainage easement being reviewed by our Attorney: Commission just needs to determine if it is a sub-division or a first cut—it was determined that this is a first cut Motion (Miller/Lethbridge) approving that this is a first cut and not a sub-division **All Approved**
- Pat Werner for Washington Montessori School Association: Mr. Tao represented the School—this is a special exception due to the excess of gravel being excavated to put in new tennis courts, athletic field and relocation of parking area. Wetlands approved application in July 2014 Motion (Miller/Brodhead) to schedule a Public Hearing on September 9, 2014 at 7:30pm to hear this application on a special exception **All Approved**
- Michael Guadagno, 31 Arrow Point Rd - this is a special exception application: to expand deck at shoreline. Mr. Guadagno needs to replace the existing deck and would like to expand the size from where it meets the existing deck going backwards on property. Committee would like Mr. Guadagno to submit an actual plan with correct figures to ZEO prior to the hearing in September. Motion (Miller/Coyle) to schedule a Public Hearing on September 9, 2014 at 7:30pm to hear this application on a special exception **All Approved**

- Demetrio Meduri, 167 Town Hill Road – this is a special exception application: Home Business: Mr. Meduri has been running the business out of his home on Town Hill Rd for the past 38 years and didn't know he needed a permit to do so. Now that it has come to his attention, he is applying for the permit. Motion (Lethbridge/Coyle) to schedule a Public Hearing on September 9, 2014 at 7:30pm to hear this application on a special exception **All Approved**
- Ian Branson for Christian Youth Fellowship, Inc. Cunningham Road – zoning permit for Timber Harvest – Since we do not have any specific regulations for this, ZEO felt it should go before the Commission. Inlands application was approved August 11, 2014. Mr. Branson explained to the Commission what was going to be done – there are no nearby neighbors where the cutting would be. There is already a road going to and from the area (previous cutting was done on this property some years ago) CYF would make sure the road is not damaged due to the trucking and will speak with First Selectmen regarding any possibility of a road bond being done (not sure if there is such an item with the First Selectmen) Motion (Lethbridge/Miller) to approve the application **All Approved**

Item #6)

Correspondence

Informal discussion with Attorney Fisher regarding his letter dated 8/5/14 pertaining to 387 Lake Road: This discussion pertained to the moving of a current cottage, which is now considered non-conforming because the property is now residential instead of commercial (Inn), to a different location on the property. Family would like to keep all the cottages and carriage house for friend, guests and family to use instead of staying in the main house. Possibly splitting the property into 2 lots, which would help to make the accessory buildings conforming - -but problems of making a second driveway. Another possibility is to re-establish the property as an Inn – this would make it a conforming property once again. Could possibly be a B&B because they would not be selling meals – the 6 room limit could be a problem. Attorney Fisher will re-look at each possibility discussed and then will come back to the Committee. He thanked Stacey (ZEO) and the Committee for their help.

Item #7)

Zoning Enforcement Officers Report

S. Sefcik handed all committee members her monthly report
Motion (Lethbridge/Coyle) to accept the ZEO monthly report **All Approved**

Item #8)

Other Business Proper to Come Before the Commission:

- Preliminary Discussion of Possible Revisions to Zoning Regs: Stacey has been reviewing the present regulations (2012) vs the prior regulations (2000) and there are a few regulations that no longer exist, i.e. timber harvest (criteria): disasters (fire) etc. Stacey would like to know if the Committee would be okay working with Marty Connor to look and compare regulations and to help with possible revisions - -Committee agreed with Stacey working with M. Connor on regulations and would like to meet in October: possible workshop between Stacey, Connor and Committee
- FOI Requirements, Procedures, Etc. relating to Committee members: All committee members received an up to date Public hearing procedure “manual” from Atty Branse.

Atty Branse and his firm would provide free seminars for all P&Z Committee members if they would like.

A question regarding what is a meeting or could be construed as a meeting---if 3 or more members start talking about any P&Z business, it is an illegal meeting---called Chance Social Encounters: If someone contacts a member by phone, email, letter etc., the member cannot answer any questions it must be brought to the entire committee for review. Members cannot just email/discuss it with others members - illegal: must go before the Committee at the next meeting or a special meeting would need to be called if it was an emergency situation.

Committee thanked Attorney Branse for attending the meeting.

Motion (Coyle/Brodhead) to adjourn at 9:11pm **All Approved**

Respectfully Submitted,
Colleen Frisbie