

TOWN OF WARREN
PLANNING & ZONING COMMISSION
Regular Meeting Minutes
Tuesday, April 11, 2017 - 7:30PM
Warren Town Hall – 50 Cemetery Road

PRESENT were Bob Bolte, John Miller, Howard Lethbridge, Chris Brodhead, Susie Bates, Kelly Tobin, and Robin Kasler. Not present were Phil Good and Alternates Brian Coyle and Darin Willenbrock. Stacey Sefcik, CZET, and Richelle Hodza, Recording Secretary were present.

CALL TO ORDER AND DESIGNATION OF ALTERNATES. The meeting was called to order by Chairman Bolte at 7:41 p.m. No alternates present.

OPPORTUNITY FOR PUBLIC COMMENT. Mr. James Newton stood to introduce himself. He has a house and property on the corner of Above All Road and Sackett Hill Road and seeks a free-split. He would like to begin to build a garage immediately on the new lot, followed by the house at some point later. It was noted that the Regulations specifically discourage the building of an outbuilding without a primary structure. Mr. Newton was interested in the exception described in Section 7.3 “The only exception to this requirement shall be if the applicant posts a performance bond to ensure the completion of the principal building. The amount and form of the bond must be acceptable to the Commission and in accordance with the requirements of the Connecticut General Statutes.” The Commission stated that should Mr. Newton decide to make an application for a permit, his application would be duly considered.

The MINUTES of the March 21, 2017 Special Meeting for the Discussion of Text Amendments were approved following a motion from Ms. Bates, seconded by Ms. Kasler. The approval of the minutes of the March 21, 2017 Special Meeting (which replaced the March 14 Regular Meeting) were tabled following a motion by Mr. Lethbridge, a second by Ms. Bates, and a unanimous vote.

No OLD BUSINESS remained before the Commission.

No NEW BUSINESS was presented.

CORRESPONDENCE was limited to news from Lake Waramaug.

The ZONING ENFORCEMENT OFFICER’S REPORT was submitted in writing by Ms. Sefcik. Of particular note was the apparent operation of an illegal B&B at 260 Cornwall Road. Mr. Miller made a motion to approve the report, Ms. Bates seconded, all were in favor.

OTHER BUSINESS PROPER TO COME BEFORE THE COMMISSION:

Discussion regarding Zoning Land Use Fees. Ms. Sefcik presented the current fee schedules for land use services, suggested updated fees, and language for an ordinance setting of new fees.

After fair discussion, all agreed that the increases were long overdue and appropriate given historical costs associated with applications and their processing.

Discussion of Budget Proposal for FY2017-2018. Ms. Sefcik presented for review a tabular account of the Town's Budget Projections for Planning and Zoning printed on 2/6/17 with recommendations for the upcoming fiscal year's budget. The Commission discussed each item, made its own recommendations, and asked Ms. Sefcik to submit them to the First Selectman for consideration following a motion by Ms. Bates, second by Mr. Brodhead, and unanimous approval.

Discussion and Possible Action Regarding Zoning Text Amendments (Contractor Shop & Storage, Bed & Breakfasts/Inns/Etc., Accessory Apartments, Driveway Width, Definition of Farm, Fencing, Merging Sections 22 & 33 Pertaining to Special Exceptions, Fixing Incorrect & Unclear References, and Renumbering Sections and Subsections.) The Commission discussed the extensive research, definitions, and suggestions produced by Ms. Sefcik in an effort to draft new and/or improved zoning regulations where she has witnessed difficulties, ambiguities, and contradictions, or omissions during her tenure as the Land Use Administrator. Two of the main topics of discussion were Contractor Shop and Storage and Air B and B's. No decisions were made and at 9:53 p.m. Mr. Lethbridge made a motion to close the meeting, Mr. Brodhead seconded, the motion carried unanimously.

The next Regular Meeting of the Planning & Zoning Commission will be held on Tuesday, May 9, 2017 at 7:30 p.m. at the Warren Town Hall, Lower Level Conference Room.

Respectfully submitted,

A handwritten signature in black ink, reading "R Hodza". The "R" is large and stylized, with a loop. The name "Hodza" is written in a cursive script.

Richelle Hodza
Recording Secretary