

**Town of Warren
Planning & Zoning Commission
Tuesday, October 8, 2019 – 7:30 PM
Warren Town Hall – 50 Cemetery Road**

Present: **Chair:** Susan Bates; **Vice Chair:** Christoffer Brodhead; **Regular Members:** Howard Lethbridge, Phil Good, John Papp, Bob Bolte, Adam Crane; Ruth Schnell

Zoning Enforcement Officer: None

Land Use Secretary: Brenda Zampaglione

Absent: Brian Coyle, Paul Prindle

1. CALL TO ORDER AND DESIGNATION OF ALTERNATES

The **REGULAR MEETING** was called to order at 7:30 PM. All regular members were seated for the meeting. Alternates were not seated as a quorum of the Regular members has been met. The proceedings were recorded digitally, and copies are available in the Land Use office.

2. OPPORTUNITY FOR PUBLIC COMMENT

Chairperson Bates opened the meeting for Public Comment.

- a) Blake Levitt, 355 Lake Road – Praised the Planning and Zoning Commission for all of the hard work that they have been doing. Ms. Levitt implored the Commission to consider drafting an ordinance regarding being allowed input in the hiring process of a replacement ZEO and offered her assistance in wording the draft. The Commission will take her suggestion into consideration.
- b) Howard Rosenfeld, 66 Town Hill Road – Regarding the contention between the Commission and the ZEO, Mr. Rosenfeld was very concerned when he read the Board of Selectman minutes from the meeting held on October 1, 2019 under the agenda item, "ZEO". The minutes from this meeting concerning this item were read into the record. Mr. Rosenfeld would like to hear the Commission's comments regarding the friction between the ZEO and the Commission. Ms. Bates and Mr. Bolte addressed Mr. Rosenfeld's question to his satisfaction.

3. APPROVAL OF MINUTES

- a. September 9, 2019 Regular Meeting

MOTION: Mr. Lethbridge, second Mr. Good to **APPROVE** the **September 9, 2019** meeting MINUTES with the following amendments: the September 9, 2019 meeting was a REGULAR meeting and not a PUBLIC HEARING.

APPROVED: UNANIMOUSLY

ABSTENTIONS: NONE

MOTION: CARRIED

4. OLD BUSINESS

None

5. NEW BUSINESS

- a. **Miranda Petit 19 Reverie Lane (Assessor's Map 33, Lot 50) – Modification of Zoning Permit #19-19 to Construct Second Driveway onto Property and Enlarge Approved Detached Garage**

ZP #19-19 was issued @ 8 weeks ago for a Detached Garage, the applicant then came in with a 2nd driveway cut. In addition, the layout for the Detached Garage had changed. Zoning Board of Appeals approved a Variance on Section 6.2.3 to Construct a Detached Garage within the Front Yard Setback. A Driveway permit without Bond was issued by First Selectman Nelson on 9/26/19. Ms. Petit explained that the property layout was difficult and limited by the septic area and field area.

MOTION: Mr. Lethbridge, second Mr. Bolte to **APPROVE** the application **AS PRESENTED** to the Commission to allow Construction of Second Driveway and Enlargement of Approved Detached Garage within the Front Yard Setback.

APPROVED: UNANIMOUSLY

ABSTENTIONS: NONE

MOTION: CARRIED

6. OTHER BUSINESS PROPER TO COME BEFORE COMMISSION

Chair Bates has resigned her position of Chair of the Town of Warren Planning & Zoning Commission and turned the meeting over to Vice Chair Brodhead. Vice Chair Brodhead thanked Ms. Bates for her service to the Town of Warren.

Mr. Brodhead then stated that he would be resigning his position of Vice Chair when his term ends 10/31/19. Vice Chair Brodhead then opened the meeting for nominations for Chair position for this Commission. Mr. Bolte nominated Adam Crane for Chair; Mr. Crane deferred his decision until the next P&Z meeting on November 12, 2019. Ms. Schnell nominated Howard Lethbridge; Mr. Lethbridge declined the nomination.

MOTION: Mr. Papp, second Mr. Bolte to **TABLE** the NOMINATIONS for Chair until the next Planning & Zoning meeting on November 12, 2019.

APPROVED: UNANIMOUSLY

ABSTENTIONS: NONE

MOTION: CARRIED

Ms. Bates read a letter sent to her by the Board of Selectman dated September 18, 2019 which stated the duties of the Chair of P&Z during the interim of hiring a ZEO. The Commission then ruminated on their current responsibilities during the interim with no ZEO. The Commission will act on all incoming applications as a whole and any questions that arise be addressed to the entire Commission. A lengthy discussion was had regarding the lack of BOS and the ZEO position input.

Lastly, the Commission decided to have a **SPECIAL MEETING** to discuss **UNFINISHED BUSINESS** on **Tuesday, October 15, 2019 at 8:00 pm** at Warren Town Hall, 50 Cemetery Road, Warren, CT, downstairs Conference Room.

9. ADJOURNMENT

MOTION: Vice Chair Brodhead, second Mr. Papp to **ADJOURN** the meeting at 9:25 PM

APPROVED: UNANIMOUSLY

ABSTENTIONS: NONE

MOTION: CARRIED

Respectfully submitted,

Brenda Zampaglione

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Land Use Secretary