

**TOWN OF WARREN
PLANNING & ZONING COMMISSION
Regular Meeting Agenda
Tuesday, April 12, 2016 - 7:30PM
Town Hall Conference Room - 50 Cemetery Road**

PRESENT were Chairman Robert Bolte, Vice Chair Christoffer Brodhead, Susan Bates, John Miller, and Howard Lethbridge. Also present were Stacey Sefcik, ZEO and Recording Secretary Richelle Hodza. Absent were Phil Good, Robyn Kasler, and Alternates Darin Willenbrock, Kelly Tobin, and Brian Coyle. **NOTE:** Christopher Fischer resigned on March 28, 2016 by way of letter received by the Town Clerk on April 5, 2016.

Call to Order and Designation of Alternates. Chairman Bolte called the meeting to order at 7:34 p.m. No alternates were present.

Opportunity for Public Comment. Mr. Robert Capinetti introduced himself and delivered an application for an addition to his house at 291 Woodville Road into Ms. Sefcik's hands. Looking over the application for completion, she accepted the application for review, and the associated fee, noting that TAHD approval was outstanding. Mr. Capinetti said he would get it to her.

Approval of Minutes. Ms. Bates **MOTIONED** to approve the Minutes of the **March 8, 2016** Regular Meeting. She was **SECONDED**. The minutes were **APPROVED** with the abstention of Mr. Brodhead who said he could not remember having read them.

Old Business. None.

Correspondence. Ms. Sefcik handed out and explained materials produced by the NHCOG (Northwest Hills Council of Governments) relating to the Regional Plan of Conservations & Development, which she had collected at its last meeting on March 31.

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. Highlights were reviewed with Commissioners. Several issues and problems with, and the enforcement tools available for, the required removal of unsightly junk from private property were discussed at some length.

Mr. Brodhead **MOVED** to accept the ZEO's report. Mr. Lethbridge **SECONDED** the motion. The motion **CARRIED**.

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.)

Ms. Sefcik distributed a thorough document listing text amendments that she recommended for priority discussion. She also gave each member an additional copy of the existing Zoning Regulations. The list included text which, in her experience working with the Regulations, had been problematic for various reasons. Ms. Sefcik's suggestions indicated the current language, proposed changes marked in red, and the background of each problematic portion. She reviewed the problems, offered her suggestions, and answered questions posed by the Commission. The Commissioners wanted to take time to review more carefully what she had submitted. All were agreed.

Ms. Bates **MOVED** to adjourn the meeting at 8:28 p.m. until **Tuesday, May 10, 2016 at 7:30**. Mr. Brodhead **SECONDED**. The motion **CARRIED**.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'RH', with a horizontal line extending to the right.

Richelle Hodza
Clerical Assistant