

**TOWN OF POMFRET
PLANNING AND ZONING COMMISSION
MINUTES-PUBLIC HEARING & REGULAR MEETING
MONDAY, JUNE 25, 2007 AT 7:00 PM
POMFRET COMMUNITY SCHOOL CAFETERIA**

In Attendance: Commission Members – Michael Wolchesky, Robert Blackmer, Phil Allegretti, Charles Boster, Leah Schad, Maureen Nicholson, Alternate Tony Amaral. Staff-Ryan Brais, ZEO. Also present approx. 10 citizens. Commission Members not present: Walter Hinchman, Carolyn Hopkins/Alternate.

- I. Public Hearing** – Public Hearing opened at 7:00 PM by Michael Wolchesky.
1. Rebecca Loos, 40 Modock Road, Special Permit, Interior Lot – Bruce Woodis from KWP was present for the applicant. He stated Public Hearings number 1 and 2 – Special Permit and 4-lot resubdivision – could be considered jointly as they were related to each other. This is a 30 acre property with a house and barn. Two lots were previously subdivided. They are creating an additional interior lot and reconfiguring the 2 lots to meet current standards. They have approval from NDDH and conditional approval from Wetlands. Certified mailings were submitted for file. Mr. Woodis provided an overview of the plans. The Town Planner has not yet done a formal review and Mr. Woodis stated he expected that the Public Hearing would not be able to close tonight. The Planner had some concerns regarding the site lines at driveways. M. Wolchesky had also spoken with Planner who had voiced his site line concerns as well as the Open Space fee. Mr. Woodis stated the Commission had typically been requesting \$6,000 per lot. Some discussion regarding Open Space fees. C. Boster stated he would like a report from the Planner for discussion at the next meeting. Mike Walford of Wrights Crossing Road had a concern about the Conservation crossing. He looked at the plans and stated they seemed to be favorable. Michael Wolchesky asked if there was a motion to keep the Public Hearing open for both the Special Permit, Interior Lot and the 4-lot resubdivision, until the meeting of July 23, 2007 at 7:00 PM at the Pomfret Community School if available. So moved by Phil Allegretti. Maureen Nicholson seconded. All in favor. Bruce Woodis was agreeable to this.
 2. Rebecca Loos, 40 Modock Road, 4-lot resubdivision – Public Hearing continued to July 23, 2007 at 7:00 PM at Pomfret Community School.
 3. Jason Lavallee, 320 Underwood Road, Special Permit, excavation – Jason Lavallee was present and stated this was an existing lot of record. He would like to move 2,000 yards of material to an adjacent lot in Putnam for use as a driveway, the remaining 3,000 yards to be excavated would be removed. M. Wolchesky stated that the Town Planner had some concerns about a cost estimate. C. Boster stated that he felt a time limit should be set and some surety or way to reclaim if necessary. M. Wolchesky stated that the Planner had recommended that the Public Hearing be kept open. Mr. Lavallee stated it would take about one year to clear the material once

the application is approved. R. Blackmer suggested that he put some information together and review with Ryan Brais before the next meeting. P. Allegretti made a motion to keep the Public Hearing open until July 23, 2007 at 7:00 PM at the Pomfret Community School if available. C. Boster seconded. All in favor. Jason Lavallee was agreeable to this.

II. Regular Meeting

1. Current Business – Charles Boster motioned to seat Tony Amaral. R. Blackmer seconded. All in favor.
 - a. Approve Minutes of May 21, 2007 and May 31, 2007-C. Boster stated he would like some information regarding what records are required to be kept regarding Executive Session. P. Allegretti made a motion to approve the minutes of May 21, 2007. M. Nicholson seconded. All in favor. Minutes approved as presented. R. Blackmer made a motion to approve the minutes of May 31, 2007 as presented. M. Nicholson seconded. M. Wolchesky, R. Blackmer, M. Nicholson in favor. P. Allegretti, C. Boster, L. Schad, T. Amaral abstained. Not present at meeting. Minutes of May 31, 2007 tabled to July meeting.
 - b. Items to Add to Agenda – C. Boster stated he would like to add a personnel matter to Commission Business, Item 5.
 - c. Rebecca Loos, 40 Modock Road, Special Permit, Interior Lot – continued to meeting of July 23, 2007.
 - d. Rebecca Loos, 40 Modock Road, 4-lot resubdivision – continued to meeting of July 23, 2007.
 - e. Jason Lavallee, 320 Underwood Road, Special Permit, excavation – continued to meeting of July 23, 2007.

III. New Business

1. Acceptance of New Applications
 - a. Pomfret School, Site Plan Review, Kniffin House Addition – Bruce Woodis from KWP was present along with Michael Ballard, Facilities Director at Pomfret School. The proposed addition is 8 ½' x 18' for use as a kitchen and dining area. There is no regrading or landscaping involved. The only issue is that the existing parcel line is close making either a variance or a merger of the parcels necessary. At this time Mr. Woodis believes that a merger of lots 22, 23, and 24 have been recorded at the Town Hall. M. Wolchesky stated he had spoken with the Town Planner who said this would be an expansion of existing non-conforming use within the allowed percentages and would meet current regulations. C. Boster made a motion to approve the application as presented. M. Nicholson seconded. All in favor.
2. Citizen's Comments-Tom Garrett asked if vehicle size restrictions could be eliminated from the Home Occupation section of the Regulations. He also asked about Commercial Retail issues. Homes throughout town have yard sales on a regular basis. This seems to become the same as retail sales. C. Boster asked about regulating signs on utility poles, etc. He would like a report on that from the ZEO at the next meeting.
3. Correspondence

- a. ZEO Report – R. Brais distributed and reviewed report. He also had received a complaint from R. Liston concerning a property on Deerfield Road. He is drafting a letter to the property owner in question. C. Boster moved to accept the ZEO Report with the amendment of the Liston complaint. P. Allegretti seconded. All in favor.

- III. Commission Business** – M. Wolchesky stated he had just been handed a written request for a 90 day extension to file the mylars for the Pritchard subdivision on Hampton Road. M. Nicholson moved to accept the extension. P. Allegretti seconded. All in favor.
1. Set Workshop Date – July 25 or August 9 were discussed. M. Wolchesky will confirm which date with Town Planner and notify clerk/Commission.
 2. Discussion – Policies and Procedures-C. Boster and R. Brais had submitted drafts on policies earlier in year. C. Boster would like some feedback from J. Rabbitt and then submit language to Town Attorney. Commission members will review information for discussion at July meeting.
 3. Property Line Adjustment Notice – Update – Tabled to July meeting
 4. Open Space – Discussion – M. Nicholson had been pursuing this. The Conservation Commission has been moving forward and the Town has recently committed to move forward on bonding.
 5. Personnel Matter – C. Boster stated that J. Rabbitt and his wife just had a new baby. He had a card for them to be signed by Commission. Tom Garrett noted that if zoning issues come up relating to specific properties and are to be discussed, that the property owner in question should be notified of the issue and that discussion is taking place.
- IV. Adjournment** – M. Nicholson moved to adjourn. R. Blackmer seconded. All in favor. Meeting adjourned at 8:35 PM.

Respectfully submitted,

Bonnie Ryan, clerk

Date approved_____