

**TOWN OF POMFRET  
ZONING BOARD OF APPEALS  
REGULAR MEETING MINUTES  
THURSDAY, FEBRUARY 19, 2009 AT 7:00 PM  
POMFRET TOWN HALL**

In Attendance: Board Members James Robbins, Gary Kendall, Elizabeth Cartier, and Alternate Robert Bitondi.

Not in attendance: Board Members Richard Galante, Bill Hull, Alternates Kevin Vernon, Barry Jessrun, ZEO Ryan Brais, and James Rabbitt, AICP.

- I. **REGULAR MEETING** – J. Robbins opened the regular meeting at 7:04 pm.
  1. Seat Alternates – Robert Bitondi was seated as an alternate.
  2. Citizen’s Comments - None
  3. Items to Add to Agenda - None
  4. Approve Minutes of January 22, 2009 – G. Kendall made motion to approve minutes as submitted. L. Cartier requested that the minutes be amended to include the discussion the board had of a letter possibly being written to either the builder and/or the zoning enforcement officer and building official. G. Kendall made a motion to accept the minutes as amended. R. Bitondi seconded. Approved unanimously.
  
- II. **CURRENT BUSINESS** - None
  
- III. **NEW BUSINESS**
  1. Correspondence – None.
  
- V. **OTHER BUSINESS**
  1. Agenda items for next meeting – None
  2. Citizen’s Comments – None
  3. Review of the application form – Members went over the final edited application form and made amendments. The final version of the application form with amendments will be adopted. G. Kendall made the motion to adopt the new Zoning Variance/Appeal Application Form. L. Cartier seconded. Approved unanimously. Lynn will have document posted to website.
  4. Further discussion of possibility of writing a letter to the zoning enforcement officer and building official regarding the variance issued on the Davis/McNamara property. Draft letter was composed and J. Robbins recessed the meeting at 7:34 pm for Lynn to type the letter. Meeting reconvened at 7:52 for discussion on the letter and more corrections. After more discussion, a final letter was drafted and Lynn will re-type and have J. Robbins sign. This letter will be given to Ryan Brais, the zoning enforcement officer, and Lee Post, the building official.

**VI. ADJOURNMENT** – A motion was made by L. Cartier to adjourn the meeting. It was seconded by G. Kendall. All in favor. Meeting adjourned at 8:29 pm.

Respectfully submitted,

Lynn L. Krajewski, Clerk

Date approved: \_\_\_\_\_