



TOWN OF SHERMAN
Planning & Zoning Commission
REGULAR MONTHLY MEETING MINUTES
Thursday, February 4, 2016
7:00 pm, Mallory Town Hall

FINAL

Members Present: J. Burruano, N. Volkmar, T. Hollander, M. Lee, M. Sichel, J. Finch P. Voorhees and Alternates A. Muoio and R. Peaburn

Absent: Alternate W. Knaak

Audience: None

Also Present: ZEO R. Cooper and Administrative Clerk C. Branson

Call to Order: Chair, J. Burruano Called the Meeting to Order at 7:02pm.

Commissioner N. Volkmar Moved to Amend the Agenda to include under New Business; Application for a Special Permit, Christina Warner, 23 Mauweehoo Hill for an Accessory Apartment.

Seconded by: M. Lee Vote: For: Unanimous

Old Business: No Old Business

New Business:

Application for a Special Permit, Christina Warner, 23 Mauweehoo Hill for an Accessory Apartment, in accordance with Section 324. 1.a.2. of the Sherman Zoning Regulations.

Chair, J. Burruano reviewed the application file and related documents, Floor Plans, A-2 survey and Health Approval. A letter from the applicant to the Commission was read into record regarding the intent of the application. The Accessory Apartment is proposed to be in the bottom level of the existing footprint of the dwelling. Commissioner T. Hollander disclosed the Applicant is his neighbor, however does not feel there would be any conflict of interest with this application. From the audience, Becca Pascarelli spoke on behalf of the applicant (her mother). Chair, J. Burruano asked Ms. Pascarelli a few questions regarding the proposed floor plan. The application was considered complete and a Public Hearing was set for March 3, 2016.

Commissioner M. Lee Moved to Accept the Application for a Special Permit, Christina Warner, 23 Mauweehoo Hill for an Accessory Apartment, in accordance with Section 324. 1.a.2. of the Sherman Zoning Regulations, and a Public Hearing was set for March 3, 2016.

Seconded by: N. Volkmar

Vote: For: Unanimous

Approval of Minutes:

Annual Organizational Meeting & Regular Monthly Meeting of January 21, 2016

Commissioner M. Lee Moved to Approve the Minutes of Annual Organizational Meeting & Regular Monthly Meeting of January 21, 2016, with Amendment to the ZEO Report.

Seconded by: J. Finch

Vote: For: Unanimous

Correspondence: No Correspondence was received.

Zoning Enforcement Officer's Report: January 2016

ZEO R. Cooper reported a total of 2 Zoning Applications were approved, 5 Statements of Intent were approved, 0 were withdrawn, 0 were denied and 7 remain under review. Several ongoing cases were updated and reported resolved. Discussion continued regarding the need to implement new fees for the Statements of Intent, historically these permits are free of charge, however they require just as much attention such as site visits, and measuring at least twice to confirm the location proposed as well as location confirmed. The Commission agreed at the last meeting, it would be sensible to charge a fee of \$100.00 per application, of which \$ 60.00 is sent to the State. This request will have to go before the Board of Selectman and then to a Town Meeting.

Commissioner T. Hollander Moved to Approve the ZEO's report of January 2016 as written.

Seconded by: M. Lee

Vote: For: Unanimous

Public Comment: No Public Comment

Approval of Proposed FY 2016-17 Budget:

The Commission discussed details regarding the different line items within the proposed Budget compared to the expenditures to date in the current year. With two new Alternate Commissioners and possible workshops with the Land Use Attorneys in the future, the consensus was to increase the Education Line by \$200.00. All other lines within the Proposed Budget will remain flat.

Commissioner J. Finch Moved to Approve Proposed FY 2016-17 P&Z Budget as Amended.

Seconded by: M. Lee

Vote: For: Unanimous

Committee Reports:

None

Chairman Report:

Chair, J. Burruano attended the ZBA workshop with Atty. Matt Willis last week. The Board provided questions for Atty. Willis to address. Mrs. Burruano felt the workshop was very productive as well as informative. Mrs. Burruano reported an update to the Land Use Academy workshop; she spoke to the instructor and is working on a date sometime around the end of April or beginning of May. The plan is to have a joint workshop with New Milford and hold two sessions the first, covering general procedure and the second session will cover basic map reading. Mrs. Burruano has requested the Land Use Atty. begin work on a Farm/ Winery Regulation for the Commission. The Commission will not meet for the mid-month meeting in February.

Regulations Review:

Section 322 Building Projections
Section 322.1 B - Fences and Walls

The Commission discussed final details to the proposed Regulation and agreed to send the Land Use Atty. the final revision for review.

Adjournment:

Adjourned the Meeting at 8:48 pm.

Respectfully submitted,


Christine Branson, Commission Clerk

February 12, 2016

APPROVED AS FINAL AT THE MARCH 3, 2016 RMM