

Town of Chaplin
Planning and Zoning Commission
Regular Meeting Minutes
June 14, 2018
Chaplin Town Hall

The meeting was called to order at 7:05 p.m.

MEMBERS PRESENT: Chairman Doug Dubitsky, Vice Chairman Peter Fiasconaro, Eric Beer, Alan Burdick, Dave Garceau, Randy Godaire

ALTERNATES SEATED: None

ALSO PRESENT: Zoning Enforcement Officer (ZEO) Jay Gigliotti, Recording Clerk Elizabeth Marsden

APPROVAL OF MINUTES OF MAY 10, 2018 REGULAR MEETING: R. Godaire moved to approve the minutes, E. Beer seconded. A. Burdick and D. Garceau abstained. All others in favor, *motion* carried.

CITIZENS HAVING NEW BUSINESS: None

OLD BUSINESS: Discussion and possible action on revisions to the following sections of the Chaplin Zoning and Subdivision Regulations:

- Discussion of revisions to zoning regulations regarding accessory apartments in the business zoning district

This was previously discussed at May's PZC meeting. The Commission discussed incorporating RAR language concerning accessory apartments into the business zone regulation. Text of the proposed language was distributed and was up for discussion. The members discussed which business zones/nodes the accessory apartment regulation would cover.

E. Beer moved to approve the proposed language for accessory apartments in the business district, P. Fiasconaro seconded, all in favor, *motion* carried.

E. Beer moved to refer to the business node on the border of Hampton the "Clarks Corner Business Node," A. Burdick seconded, all in favor, *motion* carried.

NEW BUSINESS: The ZEO invited a discussion regarding scheduling a public hearing for the most recently approved proposed revisions to the zoning regulations. The ZEO will draft a public notice for review at the July PZC meeting. The members discussed finishing zoning regulation revisions within 6-8 months and then focusing on the Plan of Conservation and Development (POCD.)

REPORT OF THE ZONING OFFICER: The ZEO presented current enforcement actions and correspondence, and the members discussed them. The report is available for inspection at

town hall. The Commission's discussion resulted in directives for the following open zoning cases:

147 Federal Road: The Commission discussed and recommended that the ZEO issue a written notice to owners of the property advising them that if they are operating any kind of un-permitted hotel or wedding venue, a Cease and Desist order will be issued.

19 Hampton Road: The Commission discussed and recommended that the complainant notify the health department regarding the manure and flies at this location.

36 Tower Hill Road: The Commission discussed and recommended that the ZEO issue a deadline for the property owners to remove the trees or the town will remove them and bill the owners.

E. Beer moved to authorize the ZEO to send the property owners at 36 Tower Hill Road a notice with a copy of the tree removal quote, stating the town will remove the trees and bill the owner if the owner does not remove them. Owner must remove trees within 30 days after notice. A. Burdick seconded, all in favor, *motion* carried.

ITEMS PRO RE NATA: The Chairman will work with the ZEO to identify sections of regulations that still need to be examined for revision, and other Commission members are encouraged to do the same.

ADJOURNMENT: E. Beer moved to adjourn the meeting, P. Fiasconaro seconded, all in favor, *motion* carried. The meeting was adjourned at 8:32 p.m.

Respectfully submitted,

Elizabeth Marsden, Recording Clerk