

TOWN OF VERNON
Planning & Zoning Commission (PZC)
Thursday, January 5, 2023 7:30 PM
Town Hall Memorial Building- 3rd Floor Council Chambers
14 Park Place
Vernon, CT 06066

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Approved Minutes

1. **Call to Order & Roll Call by Roland Klee, Chairman**
 - Meeting Start Time: 7:30pm
 - Members Present: Roland Klee, Robin Lockwood, Joseph Miller, Michael Baum, Iris Mullan
 - Staff Present:
 - Ashley Stephens, Town Planner
 - Leslie Campolongo, Zoning Enforcement Official/ Planning and Zoning Specialist
 - Shawn Gately, Director of Development Services
 - Absent: Yelena Damsky, Carl Bard
 - Recording Secretary: Beth Bates, Meriline Sarkar

2. **Administrative Actions/Requests**
 - 2.1 Amendment/Adoption of Agenda - Additional business to be considered under agenda item #6 "Other Business" requires a Commission vote.
 - Robin Lockwood made a motion to accept item 2.1, Joseph Miller seconded the motion, and the motion carried unanimously.

 - 2.2 Approval of the Minutes from **November 3, 2022**
 - Robin Lockwood made a motion to accept the minutes from the November 3, 2022 meeting, with a change requested to amend the attendance of Yelenda Damsky. Joseph Miller seconded the motion as amended, and the motion carried unanimously.

3. **New Application(s) for receipt, if any:**
 - 3.1 **PZ-2022-16, 985 Hartford Turnpike** - An application of Edward Johansen for a Site Plan and Special Permit (4.10.4.4) to renovate existing building for used car dealership and limited general repair, extend bituminous driveways into parking lot, spread current onsite fill piles at **985 Hartford Turnpike** (Tax Map 38, Block 72, Parcel 30). The property is zoned Industrial.
 - Robin Lockwood made a motion to approve the New Application for the January 19, 2023 meeting. Joseph Miller seconded the motion, and the motion carried unanimously.

3.2 **PZ-2022-17, Baker Road (Scenic Road)** - An application of Shaun Gately, Director of Development Services, Town of Vernon, to make improvements to the current wire rope guide-rail system on Baker Road, a designated scenic road. The property is zoned Open Space.

- Robin Lockwood made a motion to approve the Application for the January 19, 2023 meeting. Iris Mullan seconded the motion, and the motion carried unanimously.

4. **Public Hearing(s) and Action on Applications:**

- NONE

5. **8-24 Referrals, If any**

5.1 Tunnel View Estates Subdivision was approved on July 3, 1997 by the Planning & Zoning Commission. After a review of the history of the subdivision, it meets all of our requirements for the general approval of Planning & Zoning Subdivision Regulations. The final step in this subdivision is that the road needs to be accepted by the Town Council after making an 8-24 referral with the Planning & Zoning Commission.

- Ashley Stephens read item 5.1 into record.
- Discussion ensued
- Shawn Gately, Director of Development Services Town of Vernon, spoke on behalf of Tunnel Road regarding the error in recording info as the town has provided trash pickup and buses for 20 years.
- Robin Lockwood made a motion to approve the Tunnel Road application.
- Joseph Miller seconded the motion, and the motion carried unanimously.

6. **Other Business/Discussion**

6.1 Discussion of Design Review Procedures and Guidelines

- Ashley Stephens spoke stating that Town Council approved the new Design Review Procedures and Guidelines. Moving forward the Design Review Commission will no longer be active, and previous responsibilities of this commission will become part of the PZC commission. The Design Review Commission was often unable to operate with a quorum and it was decided that merging the two commissions would serve the Town of Vernon better.
- Discussion ensued
- Michael Baum asked for clarification on changes
- Iris Mullan asked about usage of the large screen television for presentations
- Shawn Gately spoke regarding the changes for PZC in regards to taking on the Design Review Commission procedures

- Discussion took place regarding the invitation of Design Review Commission members to join the PZC Commission.

7. **Public Comments Received**

- NONE

8. **Adjournment**

- Robin Lockwood made a motion to adjourn at 7:56 pm. Michael Baum seconded the motion, and the motion carried unanimously.

Respectfully submitted,



Meriline Sarkar
Recording Secretary