MINUTES
PLANNING & ZONING COMMISSION
REGULAR MEETING
April 11, 2024
7:00 PM - Council Chambers
https://www.youtube.com/watch?v=eUAzQPzU1Pk

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Chair Alaimo called the meeting to order at 7:00 PM

2. FIRE EVACUATION ANNOUNCEMENT

Announced

3. ROLL CALL

Present: Francis Alaimo, Linda DeGray, Vinnie Grillo, Kenneth Hilinski, Joseph Mule, John Petronella, Terrence Lynch, Christian D'Antonio and Patrick Hooper

Absent: Walter Kruzel

Also present: Director of Planning, Laurie Whitten

4. APPROVAL OF MINUTES

A. March 14, 2024

MOTION by: Terrence Lynch **seconded:** Linda DeGray to approve the minutes of March 14, 2024

UPON A SHOW OF HANDS VOTE, the Chair declared the motion approved. Yes: Francis Alaimo, Linda DeGray, Vinnie Grillo, Kenneth Hilinski, Joseph Mule, John Petronella, Terrence Lynch No: None Abstain: None.

5. TOWN ATTORNEY REPORT

A. March 26, 2024

Reviewed

6. ZONING ENFORCEMENT OFFICER'S REPORT

None

7. PUBLIC PARTICIPATION

None

8. BOND RELEASE(S)

None

9. AUTHORIZATION FOR ADMINISTRATIVE APPROVALS

None

10. DIRECTOR OF PLANNING REPORT

Director Whitten said they are still looking at a replacement for Matt Davis.

In the text amendment that was approved, there seems to be some concern about the adding of 2 parking spaces per two bedroom units. Director Whitten handed out a document to the Commission and said that honestly they do not need to have parking spaces as a requirement as there is a section of parking in the Towns regulations. The Commission has a right to modify parking. The reason she added the two spaces as a recommendation was to make it clear that if you have one bedroom, then you have one parking space, if you have two bedrooms, you have 2 spaces. She recommended it to be clearer. If you do a text amendment per zone, you have to look at all the properties that may utilize that new text amendment. It's not site specific. She said because this had become an item of conversation, she spoke with the Town Manager, Mr. Bromson and if the Commission desires, they can sponsor an application to remove this. Ms. Whitten said she had 3 suggestions: 1. They could remove the parking requirement all together, because parking requirements are in th Zoning regulations in its own section. 2. They can remove the two bedrooms with two parking space requirements. 3. Lastly, you could do nothing. She said if you do nothing, nothing changes.

Commissioner DeGray said they should leave it, because she has had this experience. She said we are not talking about a specific area but the entire HR-33.

Commissioner Grillo asked Ms. Whitten which one gives more parking? Ms. Whitten said it won't change. If you have 2 one-bedroom apartments, you can have two spaces; if you have a two-bedroom apartment, you can have two spaces. She said what she was leaving it open for was for any other options within the HR-33 Zone. Commissioner Grillo said he is not against the two bedrooms and two parking spaces.

Commissioner D'Antonio said he is in full agreement with Commissioner DeGray and would like to keep the options open.

Commissioner Lynch said we should just leave it alone, as they passed it with good intentions and explained to the people why they left it in there.

Commissioner Hilinski said he agrees with Commissioner DeGray and Commissioner Lynch. They should leave it alone and leave it as is. They had a full discussion at the last meeting and everyone agreed.

Commissioner Petronella agrees that it should be left in there.

Commissioner Hooper asked Ms. Whitten, if its a maximum of 2 parking spaces and if for example they can limit that to 1.7? Ms. Whitten said that you have the ability to modify the parking regulations.

Chair Alaimo said this was not on the agenda and he doesn't believe they can act on it. He asked to review it at the next meeting. Ms. Whitten said its just a discussion.

Commissioner Lynch said we are getting to involved and that it was discussed at the last meeting and they approved it at the last meeting. He said why we should put it on the agenda is beyond me, because this has already been approved.

Commissioner DeGray asked if this has already gone to CRCOG? Ms. Whitten said it doesn't need to.

Commissioner Hooper asked Ms. Whitten if she is asking the Commissioner if they are going to change their vote? It seems everyone is in agreement that it be left as is. Ms. Whitten said with the outside concern or confusion with the two-bedroom, two parking spaces if the Commission wants to entertain a new text amendment to take out the parking. Ms. Whitten said with most Commissioners agreeing to leave it as is, that there is no need for a new application. However, if you wish to have this as an official vote on the agenda they can do that, although she does not think it is necessary.

Commissioner Hilinski said this is a done deal, we approved it at the last meeting.

Commissioner Mule said we had a special meeting for this application, we all approved it. We had a discussion, everyone said leave it alone, lets move on.

Chair Alaimo asked Ms. Whitten to elaborate why this was brought up as a discussion. Ms. Whitten said that it was brought to her attention from the Town Manager that people were upset with the adding of the two spaces for two bedrooms.

11. OUTSIDE CORRESPONDENCE

Chair Alaimo said he had one outside correspondence, that he had a conversation with the Town Attorney, Tom Tyler, and he suggested an executive session with the Commission prior to the next regular meeting and the agenda topics would be pending or threatening litigation and personnel matters. The start time would be 6:15 PM. Chair asked Ms. Whitten to secure a room for this meeting.

12. COMMISSIONER'S CORRESPONDENCE

Chair Alaimo asked about Mr. Pollands sechedule. He asked Ms. Whitten to reach out to him.

13. CONTINUED PUBLIC HEARINGS

None

14. NEW PUBLIC HEARINGS

None

15. OLD BUSINESS

None

16. NEW BUSINESS

A. **SPR# 1931** - 504 Hazard Avenue - Application for Special Use Permit for alterations to site for outdoor patio; Michael McManus, Applicant; 504 Hazard Avenue, LLC, Owner; Map 101/Lot 216; 1-1 Zone

The applicant, Mike McManus and Allan Kosberg, the attorney for Powder Hollow, were present to discuss the application.

Attorney Kosberg said that the staff report had 2 questions. The first question was whether there would be manufacturing going on at the location. The second question refers to the amount of parking. Attorney Kosberg said it is his understanding that it is up to the Commission to specify the amount of parking for this location. The landlord would be the one to specify how much parking is needed. He asked the Commissioner to take notice that there is sufficient parking. However, if they decide that more is needed, if they could grant the applicant an extension to provide supplemental information.

Ms. Whitten asked the applicant if they were to go visit their site tomorrow, what would they see as far as manufacturing? Mr. McManus said they have a Blickman brewing system, and it's the exact same one that they had when they first opened, and it's in the basement. She also asked if they are manufacturing to sell to their customers. Mr. McManus said they are manufacturing their test batches which are sold to customers.

Ms. Whitten discussed the concerns regarding the change of floor plan and the concern about adequate parking.

Commissioner Petronella discussed the reasons for knowing that there is adequate parking available. There are other buildings there that could potentially have a business move in and require parking as well.

Commissioner Petronella said that the regulations outline the parking, and he believes a parking plan should be submitted.

Commissioner Hooper and Hilinski said they are looking for a parking plan for the business, not for the entire property. Commissioner Hilinski asked that they provide documentation that indicates the allocated parking spaces.

Ms. Whitten went over parking regulations and gave guidance to the applicant on parking.

Commissioner Mule suggested that they table this application for the next meeting.

Ms. Whitten said that they are out of their statutory time frame, the applicant will need to request an extension.

Commission granted the applicant a request for a 30 days extension

MOTION by: Terrence Lynch **seconded:** Linda DeGray to grant the applicant a 30 day extension.

UPON A ROLL CALL VOTE, the Chair declared the motion approved. Yes: Francis Alaimo, Linda DeGray, Vinnie Grillo, Kenneth Hilinski, Joseph Mule, John Petronella, Terrence Lynch No: None Abstain: None.

MOTION by: Joseph Mule **seconded:** Linda DeGray to table the application for 30 days.

UPON A SHOW OF HANDS VOTE, the Chair declared the motion approved. Yes: Francis Alaimo, Linda DeGray, Vinnie Grillo, Kenneth Hilinski, Joseph Mule, John Petronella, Terrence

Lynch No: None Abstain: None.

17. OTHER BUSINESS

A. Review of Bylaws

The Commission reviewed the changes to the bylaws. Ms. Whitten went over the minor changes.

MOTION by: Linda DeGray **seconded:** Kenneth Hilinski made a motion to accept the changes as proposed.

UPON A SHOW OF HANDS VOTE, the Chair declared the motion approved. Yes: Francis Alaimo, Linda DeGray, Vinnie Grillo, Kenneth Hilinski, Joseph Mule, John Petronella, Terrence Lynch No: None Abstain: None.

18. APPLICATIONS TO BE RECEIVED

1. PH# 3090 – 145/153 South Road – Application for the development of a large flexible residential housing project per Section 4.70.8; Enfield Properties, LLC, Applicant/Owner; Map 55/Lot 80; I-1 Zone

2. PH# 3091 – 138 N Maple St – Application for Special use Permit for the expansion of a non-conforming use; Michael Helechu, Applicant; The Benevolent Hall, Owner; Map 82/Lot 12; I-1 Zone.

3. SPR# 1935 – 90 Alden Avenue – Modification of SPR# 1902 for redevelopment of former gym to residential apartments per Sec 8.120; Bellsite Development, LLC, Applicant/Owner; Map 28/Lot 17; TD-5 Zone

19. OPPORTUNITIES/UNRESOLVED ISSUES

None

20. EXECUTIVE SESSION

None

21. ADJOURNMENT

MOTION by: Linda DeGray, seconded: Vinnie Grillo to adjourn.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION** adopted unanimously, and the meeting stood adjourned at 8:57 pm.