

**PLANNING & ZONING COMMISSION REGULAR MEETING MINUTES  
JULY 29, 2019, 7:15 P.M.  
TOWN HALL ANNEX CONFERENCE ROOM**

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**Present:** Ken Edgar, Chairman; Harry Falber, Britta Lerner, Richard Wolf

**Not Present:** Don Saltzman, Vice Chairman; Jane Connolly, Sally Korsh

**Also Present:** Tracy Kulikowski, Land Use Director; members of the public

**Digitally recorded**

7:27 p.m. Chairman Edgar called the meeting to order.

**DISCUSSION/DECISION: REFERRAL FROM ZONING ENFORCEMENT OFFICER FOR A REVISION TO A ZONING PERMIT; PHASE I-PARKING LOT AND SITE MODIFICATIONS; WESTON SHOPPING CENTER, 190 WESTON ROAD [JOSH TOLK, AGENT, WESTON SHOPPING CENTER ASSOCIATES, LLC]**

Josh Tolk, agent and representing the owner-applicant, Weston Shopping Center Associates, LLC, came forward to discuss the request for a revision to the Zoning Permit granted to the applicant in 2018. The 2018 zoning permit allowed asphalt paving in the area of the gasoline service station and asphalt paving behind the gas station, however, no parking spaces were to be created. Mr. Tolk is now requesting the permit be revised to allow for four parking spaces and a relocation of the speed bumps. The members reviewed a site plan prepared by the engineering and surveyors group, The Huntington Company. A discussion ensued between the Commission and Mr. Tolk. The members asked for written documentation from The Huntington Co. that will attest to the appropriateness and safety of the proposed parking spaces. Discussion will continue at the next meeting. No motion made.

**DISCUSSION/DECISION: DRAFT POTENTIAL REVISIONS TO JULY 20, 2011 PROCEDURES MEMO FOR ZONING ENFORCEMENT OFFICER**

The Commission reviewed the 2011 memo which states the standard operating procedures that apply to the Zoning Enforcement Officer. Potential draft revisions to the 2011 memo were discussed.

Britta Lerner made a motion that the Commission approve revisions to the July 20, 2011 memo that state the general procedural guidelines that apply to the Zoning Enforcement Officer position. Seconded by Harry Falber. All in favor, the motion carried (4-0). Don Saltzman, Jane Connolly and Sally Korsh absent.

**DISCUSSION/DECISION: APPLICATION OF SPECIAL REQUIREMENT 5. FIRE PROTECTION OF APPROVAL OF RESUBDIVISION OF LOT 6, WESTON WOODS SUBDIVISION TO LOT 6C, 82 WESTON WOODS WAY RENOVATIONS, [GARY C. MARMA, JR., OWNER]**

Gary Marma Jr, property owner of 82 Weston Woods Way, came before the Commission to discuss proposed renovations to the existing home. Special Requirements 5, Fire Protection, of the September

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5, 2018 Resubdivision of Lot 6 of the Weston Woods Subdivision into Lots 6A, 6B and 6C was discussed. The requirement to install a sprinkler system should the value of any alterations exceed \$75,000 over a 12-month period was discussed. Mr. Marma spoke of the previous owner's scope of work and the work that he has had redone. Discussion ensued with the Commission and the Land Use Director.

Chairman Edgar made a motion that the Commission request that the applicant submit to Town staff documentation that will support the amount of work that the applicant has had to redo and that that work be subtracted from the applicant's total incremental scope of work, and to amend the \$75,000 threshold found in the Special Requirement to \$100,000. Seconded by Britta Lerner. All in favor, the motion carried (4-0). Don Saltzman, Jane Connolly and Sally Korsh absent.

**DISCUSSION: TOWN PLAN OF CONSERVATION AND DEVELOPMENT**

Chairman Edgar updated the Commissioners on the progress of the POCD. A community workshop is scheduled for September 9<sup>th</sup>. Milone and MacBroom's Weston Town Center Master Plan and the consultant's upcoming scope of work were discussed.

**APPROVAL OF MINUTES: JULY 1, 2019**

Hearing no comments, the Commission accepted the Minutes of July 1, 2019.

**OTHER BUSINESS:**

The Commission's meeting schedule for the remainder of the year was discussed.

Chairman Edgar made a motion that the Commission adjourn the meeting. Seconded by Harry Falber. All in favor, the motion carried (4-0). Don Saltzman, Jane Connolly and Sally Korsh absent.

9:07 p.m. Meeting adjourned

Respectfully submitted: AnnMarie Fontana, P&Z Admin. Assistant