

TOWN OF COLEBROOK
PLANNING & ZONING COMMISSION
Monday, December 30, 2019 – 2:00 P.M.
COLEBROOK TOWN HALL
Second Floor Meeting Room

Special Meeting Minutes

Chairman Edward Lord called the December 30, 2019, Special Meeting of the Colebrook Planning & Zoning Commission to order at 2:00 P.M.

Regular members of the commission present were: Edward Lord, James Bickford, James Millar, Charles Buchanan, and Scott Norton. Alternate member present was: John Fernandez. Also present was Zoning Enforcement Official Marc Melanson.

Public Hearing PZC #19-027. (Applicant: Dennis Fisher. Application for a Special Exception for an Accessory Apartment for 33 Stillman Hill Road.) Mr. Bickford recused himself from discussion citing relationships with the applicant; Mr. Fernandez was seated as a voting member by Mr. Lord in place of Mr. Bickford. The Roll Call was unchanged from the attendees above with the exception of Mr. Bickford's recusal. Mr. Lord resumed the public hearing that was opened at the December 17, 2019, Special Meeting of the commission. Mr. Melanson advised the certified notification of hearing letters had been returned. He further advised that Colebrook Board of Zoning Appeals (ZBA) had given approval to the size of the proposed accessory apartment as it exceeds Colebrook zoning regulations. Contractor Tim Begley made a short summary of the work to be done, noting that he was ready to commence work following approval of the Planning and Zoning Commission, a subsequent building permit, and the work would last approximately 4 months. There being no further comments, the public hearing was closed by Chairman Lord. A motion was made by Mr. Millar, seconded by Mr. Buchanan, to approve the application as presented. Following discussion among the commission, the motion passed unanimously.

PZC Application #19-030. (Applicant: Linda Raciborski. Application for a Special Exception for 4 Stillman Hill Road.) Mr. Lord and Mr. Fernandez recused themselves from discussion citing membership in the applying organization. Mr. Lord transferred the duties of the chairman to Mr. Bickford. The Roll Call was unchanged from the attendees above with the exceptions of the recusals of Mr. Fernandez and Mr. Lord, a quorum existed for consideration of the application. Mr. Bickford opened the floor for discussion among the commission members. Commission members discussed parking, food, lighting, operating times, event sponsorship, and noise. A motion was proposed by Mr. Millar, seconded by Mr. Norton, to approve PZC Application #19-030 with the conditions:

- The approval is limited to four to six events annually, sponsored by a 501c3 charitable organization
- All events will be held principally in the barn
- No amplified sound is permitted
- Exterior lighting only will be used during events

- Parking approval is for designated field locations as stated in the application
- Events/functions will be complete by 10:00 P.M.

Following discussion on the motion among the commission, the motion passed unanimously.

Mr. Bickford transferred the duties of the chairman back to Mr. Lord.

A motion was made by Mr. Norton, seconded by Mr. Buchanan, that the meeting be adjourned at 2:48 P.M. There was no discussion on the motion; the motion passed unanimously.

Respectfully submitted by,

Scott T. Norton