

TOWN OF COLEBROOK
PLANNING & ZONING COMMISSION
Monday, January 6, 2020 – 6:30 P.M.
COLEBROOK TOWN HALL
Land Use Office

Special Meeting Minutes

Chairman Edward Lord called the January 6, 2020, Special Meeting of the Colebrook Planning & Zoning Commission to order at 6:30 P.M.

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

Mr. Lord noted that a response to zoning questions had been received from Attorney Matthew J. Willis of the Hartford office of Halloran & Sage. Mr. Lord reminded the commission we would not be discussing the merits of that response at this meeting and advised that Mr. Melanson had forwarded the response to the applicant. The commission moved to agenda item 3, Proposed Zoning Regulations workshop.

Mr. Lord began the zoning regulations workshop with a recap of the background of the document starting with the basis of the new style similar to the completed Norfolk Zoning Regulations, having Mr. Chalder take the present Colebrook Zoning Regulations and transfer them into this format, and asked Mr. Chalder how we should proceed with discussion and work on the various sections.

Mr. Chalder noted the lack of clarity in the current Colebrook Zoning Regulations and the transition to a format with four (4) key parts: regulatory basis, zones and uses, standards, and procedures to obtain a permit.

Mr. Millar asked how we should go about reviewing the sections as a commission. Mr. Chalder advised to look at the overall structure first, move to the zoning districts and uses, and then follow with the wording.

Discussion ensued among the commission members and Mr. Chalder on the presentation format. Mr. Chalder will produce two options: the present draft graph style (similar to Norfolk) and a two-page format style (similar to Litchfield and Winsted.) He walked through each of the sections and the reason for each.

Mr. Chalder and the commission completed discussion on draft zoning regulations section 1.

Commission members will next look at definition and terms in draft zoning regulations section 2 with section 3 as a backup for discussion at a zoning regulations workshop Special Meeting on

January 29, 2020 at 6:30. Mr. Chalder will forward new the proposed change differences to Mr. Melanson one (1) week in advance of the meeting.

A motion was made by Mr. Buchanan, seconded by Mr. Norton, that the meeting be adjourned at 7:58 P.M. There was no discussion on the motion; the motion passed unanimously.

Respectfully submitted by,

Scott T. Norton