

TOWN OF COLEBROOK

PLANNING & ZONING COMMISSION

Thursday, May 12, 2022 - 6:30pm

Colebrook Town Hall

Special Meeting Minutes

Agenda Item 1. Call to Order

Chairman, Martha Neal called the May 12, 2022, Special Meeting of the Colebrook Planning and Zoning Commission to order at 6:30pm.

Agenda Item 2. Roll Call

Regular Members of the Commission present: Martha Neal, Jennifer LaRocque, William Sweeney, John Fernandez, Kevin Robichard

Regular Member Absent: None

Alternate Members Present: David Goulet, Duncan McClave

Alternate Members Absent: None

Also present: Marc Melanson (ZEO), Matthew Willis (Colebrook Town Attorney)

Agenda Item 3. Discuss and possibly vote on PZC Application # 22-002 Norbrook Brewery

PZC regular member William Sweeney continues to recuse himself from the commission as it relates to PZC Application #22-002. Alternate David Goulet was seated in place of William Sweeney.

Reading of public hearing notice for PZC Application #22-002 Special Exception by Mrs. Neal.

Mr. Melanson reported that PZC application #22-002 is complete.

Application discussion.

Hours of Operation: Discussion with a motion proposed by Mr. Fernandez to limit tasting room operating hours to; Wednesday – Saturday 12pm-9pm and Sunday 12pm-6pm. Mrs. LaRocque seconded the motion. Motion passed with a vote of 5-0 in favor.

Wholesale Operation: Discussion without a motion.

Lot Configuration: Discussion without a motion.

Interior Seats: Discussion without a motion.

Outdoor Seats: Discussion with a motion proposed by Mrs. LaRocque to require safety barriers between the outdoor seating and parking lot. Mr. Fernandez seconded the motion. Motion passed with a vote of 5-0 in favor.

Building Expansion: Discussion without a motion.

Parking: Discussion without a motion.

Limits of where alcohol can be served: Discussion with a motion proposed by Mr. Robichaud to move the limits of where alcohol can be served, to all areas other than hiking and biking trails. Mr. Goulet seconded the motion. Motion passed with a vote of 4-1 in favor.

Recreation: Discussion without a motion.

Harvest Host: Discussion with a motion proposed by Mr. Robichaud to limit to no more than four sites and quiet time from 10pm to 8am. Mrs. LaRocque seconded the motion. Motion passed with a vote of 5-0 in favor.

Winery/Distillery: Discussion without a motion.

Wine and Spirits: Discussion without a motion.

Outdoor Music: Discussion with a motion proposed by Mr. Goulet to leave the proposal as submitted. Mr. Robichaud seconded the motion. Motion passed with a 4-0-1 in favor.

Food Service: Discussion without a motion.

Site Lighting: Discussion without a motion.

Signage: Discussion without a motion.

Water Supply: Discussion without a motion.

Sewage: Discussion without a motion.

Stormwater: Discussion without a motion.

Traffic: Discussion without a motion.

Motion proposed by Mrs. Neal to accept PZC Application # 22-002 Special Exception Norbrook Brewery with the following conditions: Extension of Use for the tasting room limited to

Wednesday-Saturday 12pm-9pm and Sunday 12pm-6pm. Safety barriers are required between the outdoor seating and parking lot. Alcohol cannot be served/consumed on the hiking and biking trails. Harvest Host is limited to no more than four sites at one time and quiet time from 10pm-8am. Mr. Robichaud seconded the motion. Motion passed with a vote of 5-0 in favor.

Agenda Item 11: Adjournment

Mr. Fernandez moved to end the meeting Mr. Robichard seconded the motion. All agreed without discussion and the meeting adjourned at 8:03pm.

Respectfully submitted,

Jennifer LaRocque