

TOWN OF COLEBROOK

PLANNING & ZONING COMMISSION

Monday, July 10th, 2023 - 6:30pm

Colebrook Town Hall – Colebrook Town Hall Meeting Room

Regular Meeting Minutes

Agenda Item 1: Call to Order

Chairman, Martha Neal called the July 10th, 2023, Regular 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, John Fernandez, Kevin Robichaud, Jennifer LaRocque

Regular Member Absent: William Sweeney

Alternate Members Present: Duncan McClave, David Goulet

Alternate Member Absent: Richard Marchesseault

Also present:

Trish Woodman of 4 Eno Hill Rd

Agenda Item 3: Agenda Review

No changes

Agenda Item 4: Approval of Meeting Minutes, May 8, 2023

No changes

Kevin Robichaud moved to accept the Regular Meeting Minutes of June 12th, 2023. John Fernandez seconded the motion; the motion was unanimously accepted.

Agenda Item 5: Old Business

a. **Review of Short-Term Rental Regulations**

Discussion over permit process.

Discussion regarding P&Z writing a letter to short term rental property owners in Colebrook to register with the town and provide certificate of insurance for the property.

At 6:45pm Kevin Robichaud made a motion to seat David Goulet in place of William Sweeney. Jennifer LaRocque seconded the motion; the motion was unanimously accepted.

At 6:47pm Kevin Robichaud made a motion to adjourn the regular meeting until the public hearing at 7pm. David Goulet seconded the motion; the motion was unanimously accepted.

At 7:00pm Martha Neal called the regular meeting back to order.

Roll Call was taken again, with no changes.

Agenda Item 5: Old Business 7:00 p.m. Public Hearing on Application #23-001

PZC# 23-001 Special Exception Food Truck / Hot Dog Cart

Chris and Jean Cogliano
312 Colebrook River Road

Legal notice for application #23-001 was read by Marth Neal.

Applicants were not present.

No comments from the public.

John Fernandez felt that the application was not sufficient. Traffic flow on the property was lacking. The drawing submitted is insufficient. Recommends follow up with DOT amid safety concerns.

Marty stated that the DOT concerns are left to the town to handle but the DOT 30' right of way should remain clear. Application does not provide right of way measurements on the drawing.

Jennifer LaRocque questioned if the Inland and Wetlands commission had approved this application. Martha Neal stated that the application has not yet been approved.

Kevin Robichaud made a motion to close the public hearing at 7:09pm John Fernandez seconded the motion; the motion was unanimously accepted.

Kevin Robichaud made a motion to reject application 23-001. John Fernandez seconded the motion; the motion was unanimously accepted. Application is denied based on the following conditions:

1. Applicants did not appear to defend the application.
2. Information that we requested at the last public hearing from the applicants did not appear.
3. Lack of detail submitted by the applicants shows a clear misunderstanding of what is required to move forward.
4. Safety concern on the part of the Planning and Zoning Commission.
5. Lack of Inlands and Wetlands approval.

Agenda Item 6: New Business

None

Agenda Item 7: Bills and Correspondence

None

Agenda Item 8: Other Business Legal and Proper

None

Agenda Item 9: Adjourn

John Fernandez made a motion to adjourn the regular meeting at 7:21pm. Dave Goulet seconded the motion; the motion was unanimously accepted.

Respectfully submitted,

Jennifer LaRocque

