

**PLANNING AND ZONING COMMISSION  
REGULAR MEETING - MINUTES  
WEDNESDAY, SEPTEMBER 23, 2015 – 7:00PM  
NEW HARTFORD TOWN HALL – 530 MAIN STREET**

**PRESENT:** Ted Stoutenberg, David Krimmel, James Steadman, Bob Moore, Alternates Martin Post and Thomas McLoughlin; Zoning Enforcement Officer Steven Sadlowski.

**ABSENT:** Dan LaPlante, Alternate Peter Ventre.

Chairman Ted Stoutenberg called the meeting to order at 7:00PM. All regular members present were seated for the meeting. Additionally, Mr. Thomas McLoughlin was seated for Mr. Dan LaPlante. The proceedings were recorded digitally and copies are available in the Land Use Office.

**1. PUBLIC HEARINGS: None.**

**2. PENDING APPLICATIONS:**

**A. Joshua Steeves/Applicant – Allan Albert Steeves/Owner – Special Exception – Map 007 – Block 023 - Lot 012 – 1318 Litchfield Tpke. – Open a Home Based Gunsmithing Business.**

This application was continued until the next meeting.

**3. NEW APPLICATIONS: None.**

**4. APPROVAL OF MINUTES: September 9, 2015 Regular Meeting Minutes**

The September 9, 2015 Minutes should be amended, on page one, first paragraph, to include David Krimmel as having been present at the meeting. These Minutes should also be corrected on page two, fifth paragraph, under item #3, New Applications, to read: "Mr. Greg McGinn appeared before the commission explaining that he is seeking a modification of a previously approved subdivision and is seeking to make a few boundary line revisions. This included adding area to the land owned by the Gjedes."

**MOTION:** Mr. Stoutenberg, Mr. David Krimmel second, **to approve the September 9, 2015 Minutes as amended; unanimously approved.**

**5. ZONING ENFORCEMENT OFFICER'S REPORT:**

Zoning Enforcement Officer Steve Sadlowski reported that his office had received some initial filings on the application of the Borghesi warehouse and expects the Mobil station on Main Street should be beginning soon.

**6. CORRESPONDENCE:**

No business discussed.

**7. OTHER BUSINESS PROPER TO COME BEFORE THE COMMISSION**

**A. Discuss Changes in Regulations.**

Commissioners discussed some proposed changes designed to clarify some language in the Zoning Regulations. Among the items considered were: animal rescues to be included under kennel definitions, lockbox definition for fire rescue purposes, provision for factory stores as related to manufacturers, minimum yard setbacks of one hundred feet (100') on connector roads, setbacks as they pertain to pools, air conditioners, propane tanks, etc., and consideration of site plan versus special exception applications in the incidences of educational uses in a commercial district.

**B. Review Consultants for Incentive Housing Study.**

Mr. Stoutenberg recommended that an RFP be advertised once again in order to garner more than one application.

Mr. Krimmel referenced the recent announcement of the resignation of Mr. Sadlowski. Mr. Krimmel suggested that Mr. Stoutenberg discuss with the Board of Selectman to consider retaining Mr. Sadlowski on a per diem basis as Mr. Sadlowski's new position likely won't have evening conflicts with New Hartford's land use meetings.

Additionally, Mr. Krimmel spoke on behalf of the commission, expressing appreciation to Mr. Sadlowski for his efforts expended through what was characterized as trying times, notably the update of the Zoning Regulations as well as the work with the Plan of Conservation and Development. Mr. Krimmel commended Mr. Sadlowski on his professionalism and the contributions made to this community. The entire commission shared in these sentiments.

**MOTION:** Mr. McLoughlin, Mr. Steadman second, **to adjourn at 8:01PM; unanimously approved.**

**Respectfully submitted,**

**Pamela Colombie  
Recording Secretary**