

**PLANNING AND ZONING COMMISSION  
REGULAR MEETING MINUTES  
JULY 11, 2012 – 7:00 PM  
NEW HARTFORD TOWN HALL- 530 MAIN STREET**

**PRESENT:** Chairman James Steadman, Ted Stoutenberg; Alternate Martin Post; Land Use staff Certified Zoning Enforcement Officer Rista Malanca.

**ABSENT:** David Krimmel, Daniel LaPlante, Gil Pratt; Alternates David Jones and Peter Ventre.

Chairman James Steadman called the meeting to order at 7:00PM. All regular members present were seated for the evening. Alternate Martin Post was seated for David Krimmel. The proceedings were recorded digitally and copies are available in the Land Use Office.

**1. PUBLIC HEARINGS:**

**A. Thomas Jennison, 35 Turnbull Road – Special Exception for Accessory Apartment as per Article 3, Section 3.6.C.**

Mr. Steadman read into the record the legal notice for this public hearing. He noted the presence in the file of proof of notice to abutting neighbors. Thomas Jennison then addressed the Commission regarding this matter. Mr. Jennison explained that his home was currently 2526 square feet, which included the area proposed for the accessory dwelling unit. He explained that he wanted to create separate access to 736 square feet in order to create the accessory apartment. He stated that he had submitted paperwork as a part of his application to show he met all requirements of the zoning regulations.

Ms. Malanca then reviewed with the Commission the requirements for an accessory apartment. She stated that Mr. Jennison had submitted a letter stating that he owns the single family dwelling and plans to continue living there. She stated that this would be the only accessory dwelling on the lot. Ms. Malanca distributed a picture of the house in order to show that the appearance of the structure would continue to look like a single family home. She noted that it met gross floor area requirements, and that the proposed apartment would be 29% of the total floor area of the entire structure. Ms. Malanca then referenced sketches in the file which showed a connecting door from the apartment to the primary residence through the bedroom. She noted that Mr. Jennison would require at least 3 parking spaces; two were available in Mr. Jennison's garage and there was room for an additional car at the end of the driveway. She also noted Farmington Valley Health District Approval had been received. Ms. Malanca stated that, in her opinion, this application met all special exception requirements.

Mr. Steadman opened the floor to public comment; however, no one present expressed a desire to speak.

**MOTION** Mr. Post, second Mr. Stoutenberg, to close the public hearing in the matter of **Thomas Jennison, 35 Turnbull Road – Special Exception for Accessory Apartment as per Article 3, Section 3.6.C;** unanimously approved.

**2. PENDING APPLICATIONS:**

**A. Thomas Jennison, 35 Turnbull Road – Special Exception for Accessory Apartment as per Article 3, Section 3.6.C.**

**MOTION** Mr. Stoutenberg, second Mr. Post, to approve the application in the matter of **Thomas Jennison, 35 Turnbull Road – Special Exception for Accessory Apartment as per Article 3, Section 3.6.C** as per all oral and written testimony; unanimously approved.

**B. Proposed Amendments to Sections 6.3.4 and 6.3.5 of the Town of New Hartford Zoning Regulations – Signs in the New Hartford Center District. *Public hearing scheduled for July 25, 2012 regular meeting – NO ACTION NEEDED.***

The Commission agreed to table this matter to the July 25, 2012 regular meeting.

**C. Town of New Hartford, Ann Antolini School, 30 Antolini Road, Special Exception for an accessory use to a school – expand existing playing field. *Public hearing scheduled for July 25, 2012 regular meeting – NO ACTION NEEDED.***

The Commission agreed to table this matter to the July 25, 2012 regular meeting.

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**3. NEW APPLICATIONS:**

No business was discussed.

**4. APPROVAL OF MINUTES:**

**A. June 27, 2012 regular meeting.**

The Commission agreed to table this matter to the July 25, 2012 regular meeting.

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

No business was discussed.

**6. CORRESPONDENCE:**

No business was discussed.

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

No business was discussed.

**MOTION** Mr. Stoutenberg, second Mr. Post, to adjourn at 7:12PM; unanimously approved.

**Respectfully submitted,  
Stacey M. Sefcik**