**PLANNING & ZONING COMMISSION**

**REGULAR MEETING – MINUTES**

**FEBRUARY 25, 2020 – 7:30PM**

**GOSHEN TOWN HALL CONFERENCE ROOM – 42 NORTH STREET**

**PRESENT:** Don Wilkes, Laura Lemieux, Patrick Lucas, Cynthia Barrett, Lu-Ann Zbinden, and Alternates Leya Edison, Will Clinton, and Thomas Carey

**OTHER:** Town Planner and Zoning Enforcement Officer Martin Connor, AICP, Mark Harris

**1. CALL TO ORDER AND DESIGNATION OF ALTERNATES.**

Don Wilkes called the meeting to order at 7:30PM.

**2. PUBLIC HEARINGS: None**

**3. READING OF THE MINUTES:**

The Commission reviewed the minutes from the January 28, 2020 regular meeting. Ms. Lemieux sited a misspelling in the last line of the first page under New Business, adgenda should read agenda.

**IN A MOTION by Ms. Lemieux and seconded by Ms. Barrett** it was **VOTED** to approve the minutes from the January 28, 2020 meeting. Ms. Zbinden abstained. **Motion carries.**

**4. OLD BUSINESS: None**

**5. NEW BUSINESS: A.** **Clark-Olsen – 4 Old Middle Street – Special Permit – Change of Use from Retail to Restaurant (portion of property)**

Mr. Olsen presented the survey map by Ronald E. McCarthy Land Surveyor, LLC. As required by the TAHD, Mr. Olsen completed 3 water tests; drinkability, volume and VOC. The results were reviewed by TAHD and were reported to have no problems, results were good. Mr. Olsen has worked with a builder, electrician and sheet-rocker to discuss modifications to the building to meet state building standards. Mr. Wilkes asked about parking, as it was discussed at the last meeting. Mr. Connor stated that the survey shows that it has the minimal required parking with space for additional parking if needed. Mr. Connor recommends acceptance of the application and to set a public hearing as the applicant has enough information to move forward and will have time to get the remaining needed information from the TAHD prior to the public hearing. Ms. Edison asked if the septic and water testing reports are available for the Commissioner’s review. Mr. Connor stated they will be ready for the public hearing. Mr. Olsen was able to produce one of the reports at this meeting. Ms. Edison inquired about the gallons per minute report. Mr. Connor and Mr. Wilkes stated that the receipt of those reports and results are the responsibility of the TAHD to be sure public health codes are met and that the TAHD will sign off if the results are favorable.

 **IN A MOTION by Mr. Lucas and seconded by Ms. Lemieux** it was **VOTED** to accept the application **Clark-Olsen – 4 Old Middle Street – Special Permit – Change of Use from Retail to Restaurant (portion of property)** and to set a public hearing for the March 24, 2020 regular meeting. **Motion carries**.

**6. ZONING ENFORCEMENT OFFICER’S REPORT:**

The Commission reviewed Mr. Connor’s report of activities over the previous months. Discussion on various properties on the report including; 21 Tamarack Lane, “conversion of a portion of the dwelling into a single family dwelling” should read “conversion of a portion of the dwelling into an accessory apartment”- 118 Pie

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Hill Road, lot line revision discussed with Attorney Peter Herbst- Sharon Turnpike Assessor map 06-008-076, enforcement letter asking owners to remove several pieces of equipment as the property is in a R-5 zone, construction equipment should not be stored there. It was reported that some of the equipment was removed from the property as of this evening- Various property owners were in the Land Use office to discuss subdivisions with Mr. Connor as mentioned in the report- 12 Sunset Drive, no notable cleanup has been done, the issue may be turned over to the Town Attorney- 42 North Street, the solar array is operational.

**IN A MOTION made by Ms. Lemieux and seconded by Ms. Zbinden** it was **VOTED** to accept the ZEO activity report dated February 25, 2020, as presented. **Motion carries**.

**7. CORRESPONDENCE:**

NHCOG flyer with available events and online resources was presented to the Commissioners. Mr. Connor recommends that members, especially new members, to attend the “Legal Requirements and Procedures in Land Use Decision Making” on Wednesday, March 18th.

**8. OTHER BUSINESS PROPER TO COME BEFORE THE COMMISSION:** Mr. Harris thanked the Commissioners and secretary who attended the COG workshop in January. Goshen was well represented by the members of the Commission. The attendance made Goshen proud.

**9. ADJOURNMENT:**

 **A MOTION was** **made by Ms. Lemieux**, to adjourn the meeting at 7:46PM.

**Respectfully submitted,**

**Erin Reilly**

**Commission Clerk**