

**PLANNING & ZONING COMMISSION
REGULAR MEETING – MINUTES
JULY 28, 2020 – 7:30PM
BY ZOOM VIRTUAL MEETING**

PRESENT: Don Wilkes, Laura Lemieux, Cynthia Barrett, Lu-Ann Zbinden, Alternate Will Clinton, Alternate Jim Withstandley, and Alternate Leya Edison

EXCUSED: Patrick Lucas

OTHERS: Town Planner and Zoning Enforcement Officer Martin Connor, AICP, Public Works Supervisor Garret Harlow, Members of the EDC

1. CALL TO ORDER AND DESIGNATION OF ALTERNATES.

Don Wilkes called the meeting to order at 7:30PM. Meeting was conducted virtually through Zoom and recorded digitally. Alternate Leya Edison was sat as a regular member.

2. PUBLIC HEARINGS: None

3. READING OF THE MINUTES:

The Commission reviewed the minutes from the November 23, 2021 regular meeting. Ms. Zbinden noted a correction in Section 3, Reading of the Minutes. The motion to accept was made by Ms. Lemieux not Ms. Zbinden, as noted.

IN A MOTION BY Ms. Lemieux and seconded by Ms. Zbinden, it was **VOTED** to accept the minutes of the November 23, 2021 meeting with the noted correction. Motion carries.

4. OLD BUSINESS: None

5. NEW BUSINESS: A. Town of Goshen, 291 Beach Street – Construction of an accessory building as an open air pavilion, along with accessible walkways and electrical connection from main building. Garret Harlow was present to speak to the application details. The proposed project is a 20’ x 30’ x 16’ open air pavilion on the 14.85+/_ acres of Camp Cochipianee north of Dog Pond. Mr. Harlow noted that the pavilion will be used for recreational purposes and fits the character of the property. The set back from the shoreline is approximately 120’. The structure will be a timber kit from a manufacturer. The erection of the structure may be from Town forces, a hired contractor or volunteers. The Recreation Department was left money from a resident’s will, specifically earmarked for a pavilion at Camp Cochipianee, so the majority of funding is from those funds. The walkways will be ADA compliant and will most likely be stonedust material. The parking lot at the shore area will also be made more handicap accessible. Mr. Connor read his memo from December 23, 2021, on the project, into record. Ms. Zbinden requested that the walkways be constructed from a low impact material if possible.

IN A MOTION BY Ms. Lemieux and seconded by Ms. Zbinden, it was **VOTED** to approve the application for Town of Goshen, 291 Beach Street - Construction of an accessory building as an open air pavilion, along with accessible walkways and electrical connection from main building, with the contingency that the walkways be constructed with low impact materials if possible. Motion carries.

B. Ashley Marchand, Lakeville Interiors, 4 Old Middle Street – Discuss the use of the building for an interior design firm with an on-site workroom. Ms. Marchand was present to speak to the application details. Ms. Marchand has a pre-existing interior design business and would like to add a location in Goshen. The business is interior design, with a work room to create textiles such as cushions and coverings. This expands the use from the former occupant, Ducci Kitchens, to focus on general interior design not limited to kitchen design. This will be design space, no retail use. Mr. Connor noted that the use is similar enough to the previous use that a permit could be issued without a change of use. Clients would enter by appointment only and no goods would be sold as carry-out from the space. If that were to change in the future, a permit for retail use would need to be obtained warranting a Public Hearing. There would be no significant waste from the textiles being created in the work room.

BY CONSENSOUS VOTE, it was determined that a change of use was not required for Ashley Marchand, Lakeville Interiors, 4 Old Middle Street – Discuss the use of the building for an interior design firm with an on-site workroom, by Ms. Edison and seconded by Mr. Wilkes, vote carries.

C. EDC Review of Proposed P&Z Regulations. Anne Green and other members of the EDC were present to discuss the proposed changes to P&Z regulations. The proposal has 4 main parts, each presented and discussed.

1. Review of Special Permit Process – this process can take 3 months or longer and can be discouraging to new businesses looking to open in Goshen. Discussion on ways to streamline process but not rushing the process.
2. Signage Limitations – Mr. Connor reviewed that State Statutes only allow for P&Z to regulate the size (square footage), location, and height but cannot regulate color or content.
3. Update/Add small scale manufacturing – discussion on maker-space type businesses, CBZ and home based possibilities.
4. Review of 3.7.4 Home Office – allow for signage for home based businesses

It was decided that the Commission should take time to review the suggestions, consider options, and bring back to discussion at the February meeting.

IN A MOTION BY Ms. Zbinden and seconded by Mr. Wilkes, it was **VOTED** to add item D – Marking of Village Market Place entrance at night. Motion carries. Ms. Zbinden discussed the area of entrance into the Village Market Place at night is difficult to see and navigate. There have been some close calls with possible vehicle accidents and the safety of the entrance should be addressed. Discussion on possible lighting, markers, and ground markings followed. Mr. Sanders, from the Goshen Housing Trust, was present and talked about bringing the issue to the attention of the owner of the gas station

to see if they could collaborate on a solution. Mr. Connor noted that any lighting changes would require a site plan and review from the Commission.

6. **ZEO Report** – Mr. Connor reviewed the report submitted to the Commission highlighting properties of interest. The Land Use and Building Departments continue to be busy.
7. **CORRESPONDENCE: None**
8. **OTHER BUSINESS PROPER TO COME BEFORE THE COMMISSION: A. 2022/2023 Planning and Zoning Budget Review** – Mr. Connor recommended no increase to the budget at this time.
9. **ADJOURNMENT:**
IN A MOTION made by Ms. Lemieux and seconded by Ms. Edison, to adjourn the meeting at 8:35PM.

Respectfully submitted,

Erin Reilly
Commission Clerk