

**PLANNING & ZONING COMMISSION
REGULAR MEETING – MINUTES
January 26, 2021 – 7:30PM
BY ZOOM VIRTUAL MEETING**

PRESENT: Don Wilkes, Laura Lemieux, Cynthia Barrett, Lu-Ann Zbinden, Patrick Lucas, William Clinton, and Leya Edison

EXCUSED: Alternates: Thomas Carey

OTHERS: Town Planner and Zoning Enforcement Officer Martin Connor, and member of the public Julia Grosclaude.

1. CALL TO ORDER AND DESIGNATION OF ALTERNATES.

Don Wilkes called the meeting to order at 7:30PM. The meeting was conducted virtually through Zoom and recorded digitally.

2. READING OF THE MINUTES: The Commission reviewed the minutes from December 22, 2020 regular meeting. Following corrections made:

A. Correction that Laura Lemeiux name is spelled incorrectly, should be Lemieux.

B. Minutes listed under Old Business “that the 2nd floor will only be owner occupied” should read as “that the 2nd floor only will be approved for residential use”

IN A MOTION by Ms. Lemieux and seconded by Ms. Zbinden, it was VOTED to accept the minutes as amended. Motion carries.

4. NEW BUSINESS:

A. Julia Grosclaude, 82 North Street, Special Permit Application for a Home Based Business-Beauty Salon: Mr. Connor indicated that this is a special permit RA2 Zone; 1 chair beauty salon in the breeze way that is already enclosed; application in his opinion is complete and just waiting on the Torrington Area Health District approval which we should have by next meeting. Mr. Connor recommended we accept application and have public hearing date set for February 23, 2021.

IN A MOTION by Ms. Lemieux and seconded by Mr. Lucas, it was voted to accept the application and set a public hearing for February 23, 2021. Motion carries.

B. Review Proposed Budget 2021-2022: Budget numbers based on previous years hours of clerk and expenses; Mr. Connor indicated that we hope the legal notices budget will go away and we can continue to do those online; \$2677 is the budget proposal; Mr. Wilkes asked if there is money for seminars. Mr. Connor

Indicated yes, \$200 and reminded everyone of the upcoming Zoom seminar of the CT Land Use Law for Municipal Land Use Agencies, Boards, Commissions.

IN A MOTION by Mr. Lucas and seconded by Ms. Lemieux, it was voted to accept the 2021-2022 Budget. Motion carries.

5. **ZONING ENFORCEMENT OFFICER'S REPORT:** ZEO report read by Mr. Connor. Meet with EDC on January 25, 2021 about the Center Business Zone and how they can help to make it more business friendly, suggested that they meet with P&Z after going thru the list of approved businesses and both boards work together to make additions; mentioned the Small Scale Manufacturing was discussed and will email board members the information on that and maybe it can be discussed at next meeting if we can add some things to our current list; Ms. Barrett indicated that tourist look for things made local that a connection can be made with; went over other items on report. Ms. Zbinden made note of a correction to date on ZEO report was 2020 and not 2021; joint meeting with EDC to have them attend the P&Z meeting and share thoughts with us.
6. **CORRESPONDENCE:** CT Federation of Planning and Zoning Agencies Quarterly Newsletter. Mr. Connor will email out.
7. **ADJOURNMENT:**

IN A MOTION made by Ms. Zbinden and seconded by Ms. Lemieux, to adjourn the meeting at 7:59PM. Motion carries.

Respectfully submitted,

Lori Clinton
Commission Clerk