

**PLANNING & ZONING COMMISSION
REGULAR MEETING – MINUTES
December 22, 2020 – 7:30PM
BY ZOOM VIRTUAL MEETING**

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

EXCUSED: Alternates; Will Clinton, Thomas Carey, and Leya Edison

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

1. CALL TO ORDER AND DESIGNATION OF ALTERNATES.

Don Wilkes called the meeting to order at 7:32PM. The meeting was conducted virtually through Zoom and recorded digitally.

2. PUBLIC HEARINGS: A. Charles Olsen – 4 Middle Street – 2nd floor – Special Permit for a change to use from office to apartment. The Clerk read the Notice of Public Hearing into the record at 7:32PM. Mr. Connor read his report and recommendation into the record.

Mr. Wilkes called for further comments/letters from the public or Commissioners. There were neither.

Mr. Wilkes closed the public meeting at 7:39pm.

3. READING OF THE MINUTES: The Commission reviewed the minutes from October 27, 2020 regular meeting. There is a correction that Laura Lemeiux name is spelled incorrectly. Should be Lemieux.

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

4. OLD BUSINESS: A. Charles Olsen – 4 Middle Street – 2nd floor – Special Permit for a change to use from office to apartment. Mr. Wilkes called for further discussion or comments from the Commission. Ms. Zbinden commented that it is a central business zone and asked if the intent of this to be rented or owner occupied. Mr. Connor replied that it is owner occupied. Ms. Zbinden commented that this is a prime location for business and will this be limited to owner occupied? Mr. Connor replied no we cannot do that, and that the 2nd floor will only be owner occupied and the 1st floor has been approved for restaurant use.

IN A MOTION by Mr. Lucas and seconded by Ms. Lemeiux, it was VOTED to approve the special permit for 4 Middle Street – 2nd floor – Special Permit for a change to use from office to apartment. Motion carries.

5. NEW BUSINESS: None

6. **ZONING ENFORCEMENT OFFICER'S REPORT:** ZEO report read by Mr. Connor. Mr. Connor mentioned that busy with permits, Fay and Wright property has been removed, and that the Studley property enforcement action continues and there is an attorney involved to help Ms. Studley to evict the current tenants. However, with Covid, evictions are on hold. Mr. Wilkes asked if anything interesting with permits and Mr. Connor commented that the land use area is hopping.

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

7. **CORRESPONDENCE:** None
8. **OTHER BUSINESS PROPER TO COME BEFORE THE COMMISSION:** None
9. **ADJOURNMENT:**

IN A MOTION made by Ms. Zbinden and seconded by Ms. Barrett, to adjourn the meeting at 7:49PM.

Respectfully submitted,

Lori Clinton
Commission Clerk