PLANNING COMMISSION MEETING MINUTES

TUESDAY, December 12, 2023

7:00 P.M.

**THE MEETING WAS HELD IN-PERSON, VIA ZOOM, AND STREAMED ON FACEBOOK LIVE**

 A. GENERAL FUNCTIONS

 1. Call to Order: 7:00 p.m.

 2. In Attendance:

 Joseph Pampanin - Present

 Maria Diaz-Joves - Present

 Robert Lepley - Present

 Kim LaBrake - Absent

 Larry O’Donnell - Present

 Liz Thompson - Absent

 Don Werkheiser - Present

 Also in Attendance:

Michael Corriere, Bryan Smith, and Kris Russo. Cathy Hartranft and Holly Molder were in attendance via Zoom.

 3. Minutes of Previous Meeting

1. Motion to approve previous meeting minutes made by Larry O’Donnell, seconded by Don Werkheiser.

All ayes. Motion carries.

 B. REVIEW & DELIBERATION

1. **Sketch Plan 60 Main Street** – Special Exception

Frank D’Amore reviewed and described the request asking for a recommendation letter to present at the next ZHB meeting.

 Larry reported he visited the applicant’s other business location and he stated

 it appears to be “low impact.” Joe reviewed his prepared letter for the ZHB.

\*Motion made by Maria Diaz-Joves to recommend special exception, use of office space and motorized equipment repair, approval with additional buffering along Main Street, seconded by Robert Lepley. All ayes, motion carried.

\*Motion made by Larry O’Donnell to recommend granting variance 450-46a to allow outside repair work that is infeasible to do indoors, seconded by Maria Diaz-Joves. All ayes, motion carried.

\*Motion made by Robert Lepley to recommend that 450-14(e) is not applicable as it applies to structures, not equipment, seconded by Don Werkheiser. All ayes, motion carried.

\*Motion made by Maria Diaz-Joves to update and issue recommendation letter to ZHB., seconded by Larry O’Donnell. All ayes, motion carried.

 2. **226 Linden Street**

The Engineer, Andrew, reviewed the plan on behalf of the applicant. On October 18, 2023, the applicant received ZHB relief and approval for the proposal. General discussion was held for the placement of trash and receptacles instead of a dumpster. There was also a discussion on trees and placement of required buffers. A waiver may need to be requested due to the number of trees and the amount of impervious surface on site, or there may be fees in lieu of trees. The owner will revise this plan accordingly as discussed and will resubmit.

\*Motion to table was made by Robert Lepley, seconded by Maria Diaz-Joves. All ayes, motion carried.

 D. OLD BUSINESS

 There was no old business to discuss at this time.

 E. ADJOURNMENT

Motion to adjourn the meeting at 8:02pm was made by Robert Lepley, seconded by Don Werkheiser. All ayes, motion carried.

 Respectfully submitted by,

 Holly Molder