

**SPRAGUE PLANNING & ZONING COMMISSION
MONTHLY MEETING MINUTES
WEDNESDAY, JANUARY 2, 2008**

Regular meeting called to order at 7:00 pm in the Court Room by Richard Waterman. Members present: Arthur Spielman, Gerald Stefon, Joseph Osowski, Paul Piezzo, Kord Jablonski and Shawn Bittman. Alternate: Christian Mueller. Also present: ZEO Joseph Smith and Town Planner Tom Seidel.

At this time newly appointed Alternate, Christian Mueller, was sworn in by Richard Waterman prior to the start of this regular meeting.

There are seven regular members of the Planning and Zoning Commission seated at this meeting.

1. Minutes of December 5, 2007 Public Hearing and Regular Monthly Meeting.

It was noted that in paragraph 4 of the Public Hearing Meeting Minutes, **Richard Giullsti** should read **Richard Guisti**.

In the same paragraph, third sentence should read: **It was also noted that a variance was granted for reduction of lot size per unit . . .**

Regular Monthly Meeting –

Item 6, Mr. Knowles of **Salt Rock Road** should read: Mr. Knowles of **Bushnell Hollow Road**.

A motion to approve the minutes as amended was made by Kord Jablonski, seconded by Joe Osowski. Approved 6-0-1, Paul Piezzo abstained.

Let the record show that Kathleen Boushee arrived.

2. Application by BSD Real Estate LLC for a building addition at 32 Bushnell Hollow Road.

A proposed 26'x42' addition to the existing former Baltic Oil building as well as a request to waive some required elements of Section 17.3 of the zoning regulations was presented. A letter from the Uncas Health District dated December 12, 2007 states that the proposed addition meets their requirements and is permissible. On December 3, 2007 the Sprague Wetlands Commission also approved this proposal. Department of Transportation approval not required because the applicants' plan on using the existing curb cut.

Motion to approve the application and request for waiver of zoning requirements as presented was made by Gerald Stefon, Shawn Bittman seconded. Approved 6-0-1, Paul Piezzo abstained.

3. Pre-application discussion with Scott Zictorac for home occupation for a scrap metal business at 34 Main Street, Versailles.

Mr. Zictorac wanted to know what he would be permitted to do at his property regarding the storage of vehicles, etc. in the existing C1 zone which includes service-based businesses. Mr. Zictorac wants to store an excavator, dump truck and trailer on this property and eventually erect a building where he would store various items associated with his remediation business. There would be no processing of materials at the property, simply storage of materials. After review of the regulations, it was determined that the classifications that most closely matched this proposed use were Plumbing Shop, or under the Special Permitting section, Vehicle Repair Service.

Mr. Waterman asked the Commission if, in theory, this proposal fit the C1 zone classification, and could we accept a formal application for this proposal?

By a show of hands, 6-1 in favor of the application being made. Gerald Stefon recused himself for the vote, and Christian Mueller voted in his place.

4. Discussion of proposed Zoning Regulations changes.

Mr. Waterman gave Christian Mueller an overview of the ongoing process of updating the Zoning Regulations. Briefly, A Plan of Conservation and Development was adopted by the Town of Sprague which has directed the Zoning Commission to enact certain regulations that would begin to set the Plan into motion, i.e., regulating the density in residential zones. Currently the Commission is proposing a minimum 2 acre lot size. Consequently the regulations need to be changed and updated throughout to comply with any of the changes.

The latest revision dated December 14, 2007 consists mostly of spelling, chronology, etc. Mr. Waterman asked that the Commission review this latest draft.

In regard to the proposed sign requirement – It was decided that the sign should be generic in nature and used for any application that required a public hearing: Zone Changes, Text Change, Subdivision, etc. Sign would ensure that the public is aware that there is something going on at the particular property where the sign is posted.

The board agreed that signage for properties that would require a Public Hearing be posted and would investigate the manufacturing of some form of generic sign that could be used by the Town of Sprague.

Two different models of Verbiage were presented. It was decided that Model 1, with the title “PUBLIC HEARING” versus Public Notice be used with direction to the Land Use Department be added at the bottom as to where people can be directed to seek additional information regarding the proposed change.

Colette would be the point of contact for the public's inquiries.

It was decided that three (3) signs be created. Richard Waterman will check with the Town Garage to see if Sprague currently has a contract with a signage contractor. Payment for the signs will be coordinated with the Board of Finance.

It was brought up that the Subdivision Regulations would need to be amended to include the new signage requirements.

The procedure to enact the changes was discussed. It is recommended that the Town Attorney review the changes prior to the Zoning Regulations, Subdivision Regulations and Zoning Map dated November 28, 2007 going to Public Hearing.

It was noted that at 17.1 of the draft to add at least . . . 10 copies of the site plan . . . **to be submitted to the Zoning Office at least 10 days prior . . .**

2.1.16 – Change wording to read “**not actively under**”.

3.12 – Public **HEARING** not **NOTICE** on sign.

Mr. Waterman stated that only the text changes to the Zoning and Subdivision regulations would be going to public hearing, not the entire book of regulations.

Richard Waterman will make the noted revisions to the draft and forward a copy to Atty. Cody for review and to be returned prior to the next regular meeting.

5. ZEO Report

Joe Smith had nothing to report.

Arthur Speilman commented that there has been some interest in Abele's Garage, but the fact that it is zoned C1 as well as in flood zone is a detriment to developing the property.

Also commented that at Baltic Convenience there have been tractor trailers parked in front which blocks the STOP sign. Since the loading/unloading of box trucks at this location is prohibited, Joe Smith will investigate.

6. Regional Planner's Report

Tom had nothing new to report at this time.

7. Chairman's Report

Richard Waterman reminded the Commission that it is Budget time, and will discuss at next meeting.

Richard reminded the members that anyone interested in the Chairman or Vice Chairman's positions on the board that apprenticeships would be available for a transition or trial. He said please keep it in mind and he would be happy to discuss with anyone interested.

Mick Collins has expressed an interest in returning to the Commission in the capacity of Alternate.

Correspondence:

Letter from the Town of Franklin regarding proposed text change.

Letter from John Faulise of Boundaries dated December 7, 2007 requesting a 90-day extension for Pearl Rollband and Sandra Taylor. Extension request is for further testing of remediated soils. Motion to approve extension by Paul Piezzo, seconded by Joe Osowski. Approved 6-0-1, Gerald Stefon abstained.

Received the Regional Plan of Conservation and Development, 2007 from the Council of Governments.

9. Adjournment

Motion made to adjourn (Kord Jablonski, Paul Piezzo). Motion passed unanimously at 9:15 p.m.