

**PLANNING & ZONING COMMISSION
MINUTES
January 4, 2011 (7:00 pm)**

The meeting was called to order by Chair, Rogers Clements. Also in attendance were Ursula Boudart, Christopher Capano, David Jarinko and Wib Pumpaly. Michael Doss was absent.

The minutes from the December 7, 2010 meeting were reviewed and David Jarinko made the motion to accept them as written. This was approved 3-0 with 1 abstention.

Permit 10-70, Joan R. Ott, 1595 West Old Philadelphia Road, replacement of snow ruined carport. Chris Capano moved for acceptance of permit 10-70 and all approved. 4-0

Permit 10-71, Rens Swan, 227 Louisa Lane, demolish and replace existing shed and install fencing along property line. It was noted that the Historic Commission is withholding their approval for the fence until they receive a current lot survey. A short discussion concerning the preview of the Historic District Commission ensued with the consensus being to revisit the issue at a later date. Chris Capano moved to approve permit 10-71 as submitted pending receipt of the property survey. This was unanimously approved 4-0.

Permit 10-72, Dan Rubert, 117 Market Street, a major permit to build a 2-car garage. The Historic District Commission advised that it is withholding approval pending notification of and approval from adjacent land owners which prompted discussion concerning the Historic District Commission's degree of involvement in these issues. After discussion of the locations of the property and the proposed garage and agreement of the requirement of an as-built survey regarding structure set-backs, it was noted that this structure is similar to an existing garage also in the Historic District. Ursula Boudart moved for approval of permit 10-72 with the stipulation that an as-built survey be submitted prior to construction. The approval was unanimous 4-0.

Permit 10-73, Mike Madonna, 221 Market Street, extend gravel drive, remove one tree and install lawn shed. Discussion noted that the driveway extension as shown is disallowed since it is too close to the property line and that the removed tree must be replaced in some form. Ursula Boudart made the motion to approve the lawn shed and tree removal but not the driveway extension for permit 10-72. This passed 4-0.

Permit 10-74, Steve Henson, 34 Carpenters Point Road, for shed. Chris Capano moved to accept permit 10-74 and all approved 4-0.

New Business

Mr. Pumpaly requested opinions on enacting a property transfer tax for Charlestown as a revenue source. It was noted that this would be a Board of Commissioners issue.

It was noted that discussion should be held with the Charlestown Historic District Commission concerning meeting dates and procedures so as not to unduly delay permits.

There being no further business Ursula Boudart moved to adjourn the meeting and all agreed.