

PLANNING & ZONING COMMISSION

JUNE 2, 2009

MINUTES

Chairman Rogers Clements called the June meeting to order with Ursula Boudart, Christopher Capano, David Jarinko, Wib Pumpaly and Steven Vandervort in attendance.

The minutes for the April and May meetings were reviewed. Steve Vandervort motioned to approve the May 5th minutes with David Jarinko seconding. All approved with Ursula Boudart abstaining. Ursula Boudart made the motion to approve the minutes from the April 7th meeting, David Jarinko seconding and all approved with Steve Vandervort abstaining.

Wib Pumpaly presented a building permit (09-22) for discussion from Clifford and Erica Bell of Trinity Woods who wish to demolish a small deck to replace it with a larger one. It was revealed that their corner lot requires 15 feet of side set-back from the streets for the building envelope. Since the requirements have been met, David Jarinko made the motion to approve permit 09-22 as presented, Ursula Boudart seconded and all approved.

Maria Klapka from REM Construction appeared to discuss approvals for three homes for which she had no plans as yet but which must be completed by mid October. It was revealed that REM Construction traditionally adheres to the required building envelopes, set-back and height restrictions.

It was suggested that in order to use the weeks between the Town's monthly meetings to better advantage, preliminary approval to the REM requests be given by the Zoning Administrator (Town Administrator) so the plans (when they are finally generated) may then be taken to the County to start that permitting process. Afterwards the county approved permits shall be brought before the Town Planning & Zoning's next regularly scheduled meeting for final commission approval. This plan should substantially reduce the time spent for the permitting process.

Ms. Klapka questioned when the sewer/water hook-up fees must be paid and the answer was when the permit is initially submitted to the Town. Questions about additional settlement fees associated with water and sewage, mailing addresses, trash and snow removal for Cool Springs were discussed.

David Jarinko requested the Commission consider several points that he thought should be clarified to enable P&Z to make equitable, consistent decisions with permits. The commission was asked to consider compilation of a guide for Town building permits.

He discussed the present requirement to install home sprinkler systems in existing structures based on the cost of renovations compared to the fair market value of the structure. Mr. Jarinko's recommendation was to base this requirement on the square footage of the renovation, instead of the dollar amount, as it would compare to the existing structure. Expansion of over a certain percentage of area would require a whole-house sprinkler system.

Discussion ensued regarding how to determine whether a "major" or a "minor" or "no" permit would be required for various projects. It became clear that the present guidelines are nebulous. (At this point, audio tape ran out.)

David Jarinko indicated that he would devise a document to, hopefully, lend clarification to the permitting process. This document would be presented to the Board members at their next meeting for their perusal and suggestions and for acceptance at a later date.

This Planning & Zoning meeting was moved for adjournment and adjourned.