

CHARLESTOWN PLANNING AND ZONING COMMISSION  
MINUTES  
February 9, 2012  
7:00pm

Chairman Roger Clements called the meeting to order at 7 p.m. The attendance included Ursula Boudart, Wib Pumpaly, Dave Jarinko and Chris Capano.

Minutes - The minutes from the January 5th, 2011 meeting were reviewed. Dave Jarinko questioned the status of the permit for the marina deck/enclosure. Mr. Pumpaly clarified that they have squared away with the Town and the Historic District and are now dealing with the county. Ursula Boudart motioned to approve the January 5<sup>th</sup> meeting minutes as written. This was approved 4-0.

**Old Business**

Permit 12-08, C. Murphy – Address – Deck Construction – This permit has been requested several times due to the fact that the previous approved permits had lapsed. Dave Jarinko motioned that this permit be renewed. This was approved 4-0.

Permit 12-09, John “Mountain” Adkins – Address – Refresh Gravel Driveway – Ursula Boudart motioned to approve permit 12-09. This was approved 4-0.

Permanent Structures and Easements – The board discussed the issue of a fence being installed without a permit, in an easement located at a home in Cool Springs (lot #2). It has been discovered that the fence was put in by a builder that is no longer building in Cool Springs. The current builders, Ryan Homes, are trying to complete grading for the home to be built next to this home and they are having difficulty due to the fact that there has been a fence installed in the easement. Chris mentioned that the Town does not allow structures to be built in an easement. The only reason this fence is built in an easement is because a permit was not obtained by the builder who installed it. The board discussed the problems this fence has created for Ryan Homes building a home in the lot next to Lot #2. Greg from Ryan Homes explained that it effects the grading for plans. The homeowner brought her concerns to the board. The homeowner was dissatisfied that the home next to her has been turned. Mr. Jarinko suggests that something be agreed upon between the two neighbors. Mr. Capano says he believes that even if the fence is removed, he believes that Ryan Homes should not go an inch onto her property to complete the home next to her. It was agreed upon that the board needed to meet with Ryan Homes, URS and Lambdin to discuss a solution in a work session.

Mechanism to Process Ryan Homes Building Permits – Mr. Jarinko suggested that the board allow Mr. Pumpaly approve permits that have not been changed from the master plan. After some discussion, Mr. Capano suggests that the board call special meetings to approve permits from Ryan Homes. The board agreed to have two meetings per month. If there is no need for a second meeting, it can be canceled. Mr. Pumpaly was directed to post a public notice advertising an addition meeting on the 4<sup>th</sup> Thursday of each month.

Richard Day – Demolition of Shed – Woodland Terrace - The tape recording ends while Mr. Pumpaly explained the status of the partially approved permit. The county approval information was never received.

**New Business**

Permit 11-61, Mark Plum – 453 Chesapeake Road – Building Permit Issues – This portion of the meeting was not recorded on the tape. Per Mr. Pumpaly: The board advised Mr. Pumpaly to turn this matter over to the Town Attorney and have him write a letter to Mr. Plum.

There being no further business it was moved to adjourn the meeting and all agreed.

Respectfully submitted by Christina Jackson; Town Clerk.