

CHARLESTOWN PLANNING AND ZONING COMMISSION  
MINUTES  
March 8, 2012  
7:00pm

Chairman Rogers Clements called the meeting to order at 7:00 p.m. The attendance included Rogers Clements, Ursula Boudart, Dr. Gell, Dave Jarinko and Wib Pumpaly.

Approval of Minutes –

- February 9<sup>th</sup> 2012 – After reviewing the minutes, Mr. Jarinko motioned to approve the minutes as written. This was approved.
- February 23<sup>rd</sup>, 2012 – Due to a lack of quorum of board members that were present during the February 23<sup>rd</sup> meeting, the approval of these minutes were postponed.

**Old Business**

Discussion Regarding the Administration of Easements in Charlestown – Mr. Pumpaly asked the board how they would like to handle the administration of easements in Charlestown. Mr. Jarinko suggests having Chris Rogers from URS write up the guidelines for Charlestown. After some discussion about the regulations of the Town and regulations of the HOA, it was suggested that the administration of easements be addressed on a case by case basis. It was then suggested that each homeowner be required to receive approval from the HOA before coming to the Town. Mr. Jarinko then stated that there will be some easements that will not be addressed by the HOA. It was then suggested that Mr. Pumpaly address this situation with Chris Rogers to receive his opinion on how the administration of easements should be handled. Mr. Jarinko then suggests that these permits be handled just as the permits for the Historic District, whereas, the homeowner must receive approval from the HOA before approaching the Town for approval. The discussion closed with Mr. Pumpaly instructed to speak to URS.

**New Business**

Permit 12-15, Steve Ariosa – Replace Deck & Add Porch Roof – After some discussion, Mrs. Boudart motioned to approve permit 12-15. This was approved.

Permit 12-16, Ryan Homes – Single Family Home – 141 Cool Springs Road – Lot 205 – The easements of this lot were reviewed. There was discussion about the allowance of a fence in a forest retention easement. Mrs. Boudart brings the Private Stormwater Management Drainage Access Maintenance and Inspection Easement to the attention of the board. The board questioned what is meant by “Private”. At this point in the meeting, Greg Speakman from Ryan Homes arrived. The board addressed their questions with Greg. Mr. Speakman explained that the word “Private” implies that it is within the HOA and not a recorded easement but a private easement. Mr. Pumpaly mentioned that at this point in time, the board is only approving the house. Mrs. Boudart motioned to approve permit 12-16. This was approved.

Permit 12-17, Jeff Fields – Lawn Shed – Salvation Circle – Mr. Pumpaly reviewed that this will be a small shed of only 150 square feet. Mr. Jarinko motioned to approve permit 12-17. This was approved.

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

Respectfully submitted by Christina Jackson; Town Clerk.