

**TOWN OF CHARLESTOWN**  
**PLANNING & ZONING COMMISSION**  
**February 8, 2024 – 6:00 PM**  
**Town Hall, 241 Market Street, and via Zoom**

**MEETING MINUTES**

The meeting was called to order by Chairman Ken Confalone at 6:00 pm.

In attendance – Board Members: Chairman Ken Confalone, Tom Durange, Commissioner Liaison Renee Capano; Town Staff: Bryan Lightner, Mary Culver, Ken Hamilton; Resident: Amanda Owens. Ursula Boudart joined via Zoom at 6:20 pm.

The minutes of January 4, 2024, were presented. A motion was made by Ms. Rowe, seconded by Mr. Durange. Carried 4-0.

**OLD BUSINESS**

None

**NEW BUSINESS**

Permits:

| Number | Address             | Description                  | Motion        | Second      | Decision  |
|--------|---------------------|------------------------------|---------------|-------------|---|
| 24-2   | 208 Caroline St     | Tree Removal                 | N/A           | N/A         | Approval Recognized                                     |
| 24-4   | 227 Louisa Ln       | Tree Removal                 | N/A           | N/A         | Approval Recognized                                     |
| 24-5   | 197 Cool Springs Rd | Rooftop Solar                | N/A           | N/A         | Approval Recognized                                     |
| 24-6   | 189 Colorado Ct     | Interior Renovations         | N/A           | N/A         | Approval Recognized                                     |
| 24-7   | 434 Charlestown Pl  | New Dwelling                 | Mr. Confalone | Mr. Durange | Conditional upon merging lots; Approved 4-0             |
| 24-8   | 200 Cool Springs Rd | Deck, Patio, Outside Kitchen | Ms. Rowe      | Mr. Durange | Approved 4-0  |
| 24-9   | 224 S Ogle St       | Garage                       | Mr. Confalone | Mr. Durange | Conditional upon review by Historic District Commission |
| 24-10  | 91 Revelation Rd    | Sidewalk/Patio               | Ms. Rowe      | Mr. Durange | Approved 4-0  |

**This marks the end of New Business.**

*Ms. Boudart joined via Zoom.*

**GENERAL DISCUSSION**

**Resident Request on Saratoga Ct**

The resident would like to erect a 6-foot fence on their property, but their lot is a corner lot with two front-yard setbacks.

Mr. Durange understands the safety concern, but would like to revisit the ordinance language to allow for less restriction. Ms. Bourdart believes it should stay as is. Mr. Confalone agrees, but feels that residents still have the right to go to the Board of Appeals. Mr. Durange feels we should be able to negotiate.

Ms. Boudart made a motion to tell the Commissioners to continue Chapter 175 as is, seconded by Mr. Confalone. Carried 4-0-1. Comm. Capano abstained.

#### Comprehensive Plan Update

Mr. Lightner stated we received two unique proposals so far. They were both interviewed today and were both very good. These will be presented to the Commissioners for approval.

**This marks the end of General Discussion.**

#### **PERIOD OF PUBLIC COMMENT**

No public comment.

There being no further business, **Mr. Confalone motioned to adjourn the meeting at 6:59 pm, seconded by Ms. Rowe. Carried 5-0.**

Respectfully submitted,

Mary Culver, Office Manager