

TOWN OF CHARLESTOWN
PLANNING & ZONING COMMISSION
February 9, 2023 – 6:00 PM
Town Hall, 241 Market Street, and via Zoom

MEETING MINUTES

The meeting was called to order by Chairman Ken Confalone at 6:02pm.

In attendance – Board Members: Chairman Ken Confalone, Commissioner Renee Capano, Tom Durange, Ursula Boudart; Town Staff: Bryan Lightner, Mary Culver; Public: Richard Mahan, Paul James, Margaret James; Via Zoom: Robyn Rowe.

The minutes of January 5, 2023 were presented and approved 3-0-1. Motion was made by Mr. Durange, seconded by Ms. Rowe. Ms. Boudart arrived after the approval, and Ms. Capano was not present for the meeting.

OLD BUSINESS

None

NEW BUSINESS

Permits:

Number	Address	Description	Motion	Second	Decision
23-3	132 Market St	Driveway	Ms. Capano	Ms. Rowe	Approved 5-0
23-4	127 Cool Springs Rd	Rooftop Solar	N/A	N/A	Mr. Lightner's approval was recognized
23-5	321 Tasker Ln	Debris Removal	Mr. Confalone	Mr. Durange	Conditional approval, with concurrence from the State; Approved 5-0
23-6	319 Tasker Ln	Repair Rafter Tails	Ms. Capano	Ms. Rowe	Approved 5-0
23-7	310 Baltimore St	Addition	N/A	N/A	Variance needed; recommend a design change instead of going to Board of Appeals. Applicant opted to table until next meeting.
23-8	550 Baltimore St	Entrance Enclosure	Ms. Capano	Mr. Durange	Approved 5-0
23-9	213 Conestoga St	Tree Removal	N/A	N/A	Mr. Lightner's approval was recognized

23-10	183 Cool Springs Rd	Rooftop Solar	N/A	N/A	Mr. Lightner's approval was recognized
23-11	200 Louisa Ln	Tree Removal	N/A	N/A	Mr. Lightner's approval was recognized
23-12	316 Cecil St	Deck	Ms. Rowe	Mr. Confalone	Approved 5-0
23-13	202 Cool Springs Rd	Shed	Mr. Confalone	Ms. Boudart	Conditional upon compliance with setbacks and easements; Approved 5-0
23-14	535 Bladen St	Sidewalk	Ms. Boudart	Mr. Durange	Approved 5-0
23-15	34 Carpenter's Point Rd	Framing for Garage	Ms. Capano	Mr. Durange	Approved 5-0
23-16	523 Water St	Tree Removal	N/A	N/A	Mr. Lightner's approval was recognized
23-17	119 Edgewater Ave	Tree Removal	N/A	N/A	Mr. Lightner's approval was recognized
23-18	133 Saratoga Ct	Rooftop Solar	N/A	N/A	Mr. Lightner's approval was recognized
22-181	226 N Ogle St	New Dwelling	Ms. Capano	Mr. Durange	Conditional upon obtaining State permit for driveway & sidewalk; Approved 5-0

This marks the end of New Business.

GENERAL DISCUSSION

Comprehensive Plan Review – Chapter 11 & Specific Points for Consideration

The board briefly discussed future annexation efforts and recommended they include the strategies identified in the Municipal Growth Element (MGE) of the Comprehensive Plan.

Mr. Confalone requested each board member to review Chapter 1 of the plan and come back with comments for review at the next meeting.

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 7:40 pm, seconded by Mr. Durange. Carried 5-0.**

Respectfully submitted,

Mary Culver, Office Manager