

TOWN OF CHARLESTOWN
PLANNING & ZONING COMMISSION
January 5, 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 6:00pm.

In attendance – Board Members: Chairman Ken Confalone, Ursula Boudart, Robyn Rowe, Tom Durange; Town Staff: Bryan Lightner, Mary Culver; Public: Audrey Edwards; Via Zoom: Charles “CJ” Heitz.

The minutes of December 7, 2022 were presented and approved 3-0. Motion was made by Ms. Boudart, seconded by Ms. Rowe. Mr. Durange arrived after approval, and Commissioner Capano was absent.

OLD BUSINESS

110 Edgewater Avenue – Revised SWM Plan

This item was tabled, due to waiting for a revised SWM Plan to be submitted.

This marks the end of Old Business.

NEW BUSINESS

Permits:

Number	Address	Description	Motion	Second	Decision
22-178	199 Cool Springs Rd	Interior Renovations	N/A	N/A	Mr. Lightner's approval was recognized
22-179	115 Conestoga St	Interior Renovations	N/A	N/A	Mr. Lightner's approval was recognized
22-180	7 Credence Ct	Tree Removal	N/A	N/A	Mr. Lightner's approval was recognized
22-181	226 N Ogle St	New Dwelling	N/A	N/A	Tabled until complete application submitted
22-182	328 Market St	Sign	N/A	N/A	Tabled until review by Historic District Commission
22-183	204 Louisa Ln	Tree Removal	N/A	N/A	Mr. Lightner's approval was recognized

22-184	107 Cool Springs Rd	Rooftop Solar	N/A	N/A	Mr. Lightner's approval was recognized
23-1	204 Cool Springs Rd	Inground Pool	Mr. Confalone	Ms. Boudart	Conditional upon HOA approval; approved 4-0
23-2	547 Baltimore St	Tree Removal	N/A	N/A	Mr. Lightner's approval was recognized

This marks the end of New Business.

GENERAL DISCUSSION

Proposed Pet Ordinance Revision – Chickens

The board reviewed and discussed the proposed changes to Ordinance 2009-01.

Mr. Lightner stated that, as previously discussed, all provisions would apply differently to properties in R1 versus the R2, R3, RR, and C1 zones. In the revised ordinance, he listed everything that would apply in R1, and then changes that would apply to each zone. Mr. Confalone asked if the revisions were intended for Pet Ordinance 2009-01 or Chapter 175. Mr. Lightner responded that they would be changes to the pet ordinance, and that the proposed Chapter 175 cross-references to the pet ordinance.

The proposed revisions are specific to the allowance of chickens, (but not roosters), in each zoning district and state that if the property is less than a half-acre in size, no more than 6 chickens are allowed. There is no limit on the number of chickens on lots greater than one acre in size in the R1 zone. Ms. Boudart asked about the registration requirements, to which Mr. Lightner said that the property owner would need to register the chickens with the State and provide the Town with a copy of their registration, as a requirement of the Town permit application. The Town permit would not be approved, unless all conditions are met.

Mr. Confalone made a motion that the board recommends the revisions to Ordinance 2009-01, relative to chickens, be made by the Town Commissioners. The motion was seconded by Ms. Rowe and approved 4-0.

Comprehensive Plan Review – Chapter 11 & Specific Points for Consideration

The board discussed Chapter 11 of the Town's Comprehensive Plan, and any possible updates needed.

Mr. Confalone stated that in August 2008, when the original plan was written, it was predicted that the population of Charlestown would be around 1,900 residents and 730 homes by the year 2020. According to the 2020 census, the Town had less than predicted, with a total around 1,500 residents and 640 homes. Mr. Confalone stated that although the original plan is old, the Town still hasn't reached the predicted number of residents and homes in 2023 that were predicted for 2020.

Overall, Ms. Boudart suggested the plan be revised to be more concise. Mr. Durange mentioned that the Town didn't annex as much land as predicted in the plan. Mr. Confalone said the plan also has some inconsistencies, such as multi-family housing being permitted in the R-3 zone, but not within the Historic District.

Mr. Confalone stated that the Town is delayed by 10 years in updating the Comprehensive Plan, and said that if the Town wants to annex more land, and revise the growth area, the plan should be revised soon. The board plans to continue reviewing Chapter 11 at the next meeting, to help make it more current.

This marks the end of General Discussion.

PERIOD OF PUBLIC COMMENT

No public comment.

There being no further business, **Ms. Boudart motioned to adjourn the meeting at 7:52pm, seconded by Mr. Confalone. Carried 4-0.**

Respectfully submitted,

Mary Culver, Office Manager