

TOWN OF CHARLESTOWN
PLANNING & ZONING COMMISSION
September 7, 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 6:01pm.

In attendance – Board Members: Chairman Ken Confalone, Robyn Rowe (via Zoom), Tom Durange, Ursula Boudart; Town Staff: Bryan Lightner, Mary Culver. Commissioner Renee Capano was unable to attend.

The minutes of August 3, 2023 were presented. A motion was made by Mr. Durange, and seconded by Ms. Rowe. Carried 4-0.

OLD BUSINESS

Permit #22-134, 6 Salvation Circle – Shed renewal & revision permit

The Board briefly discussed the status of the permit. Since the July meeting, the applicant has since graded their property to ready it for construction of the shed/garage, which was required by September 1st. The permit was also revised to expand the driveway. Mr. Confalone made a motion to approve the revised permit, so long as the shipping container is removed by December 1st, and Ms. Boudart seconded. Carried 4-0.

NEW BUSINESS

Permits:

Number	Address	Description	Motion	Second	Decision
23-106	339 Market St	Tree Removal	N/A	N/A	Approval recognized
23-107	190 Cool Springs Rd	Rooftop Solar	N/A	N/A	Approval recognized
23-108	201 Cool Springs Rd	Interior Renovations	Mr. Confalone	Ms. Boudart	Conditional upon final setback in relation to stairwell; approved 4-0
23-109	4 Water St	Water Service Repair	Mr. Confalone	Ms. Boudart	Conditional upon Town Attorney satisfied; approved 4-0
23-110	722 Calvert St	Roof Replacement	Mr. Confalone	Mr. Durange	Conditional upon Historic District approval; approved 4-0
23-111	223 Conestoga St	Patio Replacement	Ms. Boudart	Ms. Rowe	Approved 4-0
23-112	209 Colorado Ct	New Dwelling	Ms. Rowe	Mr. Durange	Approved 4-0
23-113	238 Frederick St	Water Connection	Ms. Boudart	Mr. Confalone	Approved 4-0

23-114	117 Caroline St	Shed	Ms. Boudart	Ms. Rowe	Approved 4-0
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This marks the end of New Business.

GENERAL DISCUSSION

Scott Gardens Phase 2 Concept Plan Update

Mr. Lightner spoke with the Town Attorney, David Beste, and advised the Board that they can not approve a variance request as part of a subdivision approval. If the developer would like to request a variance, it will need to be presented to the Board of Appeals for approval.

Green Infrastructure Network Overlay District

The proposed zoning overlay district would have limits on how much forest can be cleared, as well as, more strict limits on lot coverage, similar to the Limited Development Area (LDA) of the Critical Area Overlay District. The goal is to improve the protection of the forest that we have left, including minimizing impacts to the natural hydrology system. This would be another tool to improve the Town's stormwater management program and protection of its drinking water supply. Future development could still occur in the network, it would just be more limited.

This marks the end of General Discussion.

PERIOD OF PUBLIC COMMENT

No public comment.

There being no further business, **Mr. Durange motioned to adjourn the meeting at 6:49pm, seconded by Ms. Boudart. Carried 4-0.**

Respectfully submitted,

Mary Culver, Office Manager