

TOWN OF WINCHESTER
PLANNING AND ZONING COMMISSION
MINUTES, OCTOBER 27, 2014

1. *Call to Order*

7:03 PM

2. *Roll Call*

PRESENT: C. Sanden, B. Wilkes, A. Melycher, S. Closson

ABSENT: M. Peacock

OTHERS PRESENT: D. Martin, Town Manager; M. Renzullo, Alternate; G. Closson, Liaison

- **Motion by Sanden, seconded by Melycher, to seat Renzullo in absence of Peacock; motion approved unanimously.**

3. *Agenda Review*

- Sanden offered comments regarding Peacock's dismissal from the Planning and Zoning Commission and applauded his efforts on the Planning and Zoning Commission, especially as related to the revision of the zoning regulations.
- Wilkes offered additional comments related to Peacock.
- Melycher commented that he (and others similarly concurred) that he does not have the time that Peacock did to continue the effort to revise the zoning regulations.

4. *Approval of Minutes*

- **Motion by Closson, seconded by Melycher, to approve minutes of September 22, 2014, Regular Meeting; motion approved unanimously.**

5. *Old Business*

6. *New Business*

[Due to available time, the New Business items were considered out-of-sequence so that other items could be addressed prior to the scheduled Public Hearing.]

B. PZC 14-23 Site Plan Application (41 Meadow Street)

- Mr. T. Iffland (Applicant) summarized the proposed site plan.
- Closson questioned the proposed use of "recycling" - no such use is apparent in current regulations.
- Wilkes asked if all operations were to be restricted to indoors (Iffland responded affirmatively).
- Martin referenced Sec. 7.2.2 - relation to junk and scrap metal.
- Sanden indicated lack of dumpster location, questioned anticipated "intake."
- Iffland announced primary purpose was for metal, wood, and cardboard, no intent for hazardous or dangerous materials.
- **Motion by Melycher, seconded by Wilkes, to approve the site plan application for 41 Meadow Street as indicated on the attached Motion Form, including the conditions to limit collection to wood, metal, and cardboard, with the provision that additional materials may be collected with the review and approval of the Building Inspector and Fire Marshal; motion approved unanimously.**

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C. PZC 14-24 Site Plan Application (66 Main Street)

- Ms. D. Cyr (Applicant) summarized proposed site plan.
- Renzullo questioned requirement for site plan.
- Melycher asked about handicapped accessibility.
- **Motion by Wilkes, seconded by Melycher, to approve the site plan application for 66 Main Street as indicated on the Motion Form (no additional conditions); motion approved unanimously.**

A. PZC 14-22 Site Plan and Special Permit Application (730 Lake Drive)

- **Motion by Wilkes, seconded by Melycher, to open Public Hearing at 7:32 PM; motion approved unanimously.**
- D. Logan (PH Architects, representing Applicant) presented proof of notice, commented upon Zoning Board of Appeals and Inland wetlands and Water Courses Commission approvals, and summarized proposed site plan.
- Martin, on behalf of M. Melanson, questioned stone wall inclusive in lot coverage (Logan indicated wall is considered a pervious surface and not included in lot coverage calculation).
- Sanden complimented Logan on the thoroughness of the application.
- Sanden called for additional public comments (none offered).
- **Motion by Melycher, seconded by Wilkes to close Public Hearing at 7:46 PM; motion approved unanimously.**
- **Motion by Closson, seconded by Melycher, to approve the site plan and special permit application for 730 Lake Drive as indicated on the Motion Form, (clarifying that subject fence will not exceed six feet in height, but no additional conditions); motion approved unanimously.**

D. PZC 14-25 Site Plan Application (539 Wheeler Point; Sec. 10.6)

- A. Luciano (Applicant) summarized proposed site plan.
- Martin clarified that proposed structure completed prior to approvals and permits.
- Closson questioned role of Planning and Zoning Commission in relation to Zoning Board of Appeals regarding the application.
- R. Michaud (representing Applicant) offered additional clarification of site plan and conversations with Town Attorney K. Nelligan.
- Sanden emphasized distinction of responsibilities of Planning and Zoning Commission and Zoning Board of Appeals.
- **Motion by Melycher, seconded by Wilkes, to approve the site plan application for 539 Wheeler Point as indicated on the Motion Form including condition of correspondence from Building Official, Zoning Board of Appeals, and Town Attorney concurring with the authority of the Planning and Zoning Commission to consider the application; motion approved unanimously.**

7. Other Business

8. Communications

9. Town Manager's Report

- Martin reported on projecting sign interest, digital map project, and Capital Improvement Plan.

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10. *Adjournment*

- Moved by Closson, seconded by Melycher, to adjourn; motion approved unanimously (8:15 PM).

Respectfully submitted,
Dale L. Martin
Town Manager

DRAFT