



**MINUTES OF THE PLANNING AND ZONING COMMISSION  
MAY 9, 2018**

- I. Chariman Jeffrey Foltz called the meeting to order at 7:00 pm. In attendance were Commission members, Charles Fink, Robert Gray, Cynthia Greengold, Megan Reiser. Susan Stebbing was absent. Also in attendance were the Planning and Zoning Administrator, Christopher Jakubiak and Planning and Zoning Clerk, Fran Addicott.

**II. APPROVAL OF THE PLANNING AND ZONING AGENDA.**

**MOTION:** Mr. Gray moved to approve the Agenda, seconded by Mrs. Reiser, all in favor.

**III. APPROVAL OF THE MINUTES FROM THE APRIL 11, 2018 PLANNING AND ZONING MEETING.**

Mr. Gray requested that changes be made to the minutes to more accurately reflect the discussion of his concerns with the additional parking that Mr. Abner had proposed. The April 11, 2018 minutes are hereby revised as follows. Under the title of "Overview of Plan" the last sentence in the third paragraph is now read as follows:

*Mrs. Greengold and Mr. Gray noted concerns that the parking being provided by the proposed site plan could actually exceed, or be less than, the amount of parking that the previously approved but un-permitted uses required; the Planning Commission could be approving parking without fully knowing what the future expansion of commercial uses might be.*

*Mr. Gray also noted his concern that Mr. Abner could not provide a firm commitment that the neighbors' joint use of on-site parking would continue under the proposed site plan.*

**MOTION:** *With the understanding that the minutes would be revised to address the aforementioned a discussion Mrs. Greengold moved to approve the April 11, 2018 minutes, seconded by Mr. Fink, all in favor.*

**IV. COMPREHENSIVE PLAN REVIEW & DISCUSSION**

Chairman Foltz said that the revising of the Comprehensive Plan will be a regular standing point of discussion on the Planning Commission's agenda for the next one to two years. Mr. Jakubiak delivered a presentation on economic development which included an overall view of land availability for commercial development and an assessment of local market

conditions for retailing. He also delivered a presentation on walkability that was first delivered to the Town's Walkability Committee. It addressed the existing network of walk and bike way and a vision for targeting certain areas for sidewalks and street scape improvements and for more town-wide connections.

The Planning Commission discussed the potential for using a web-based approach to the production and or publishing of the plan. Mr. Jakubiak said he would send digital links to a recently adopted web-used comprehensive plan so Commission members can see how it might work. He also asked the Planning Commission members to read the text of the Town's 2002 Comprehensive Plan, which was posted on the drop box account to become familiar with the principles and objectives, which will de discussed at the next meeting.

**V. NO PUBLIC COMMENT**

There being no further business, the meeting adjourned at 9:00 pm on a motion made by Mr. Gray, seconded by Mr. Fink, all in favor.

Submitted by,

A handwritten signature in black ink that reads "Fran Addicott". The signature is written in a cursive, slightly slanted style. There is a small mark above the signature that looks like a less-than sign (<).

Fran Addicott  
Planning & Zoning, Clerk