

As of December 10, 2024

Town of Colebrook, CT

Planning and Zoning Commission

Regular Meeting Minutes, December 9, 2024 @ 6:30 PM

1. Call to Order
 - a. Chairwoman Neal called the meeting to order promptly at 6:30 PM

2. Roll Call
 - a. Regular Members Present: Martha Neal, Will Sweeney, Kevin Robichaud, Edward (Ned) Catto; Absent: Todd Correll
 - b. Alternates Present: John X. Fernandez, Dave Goulet; Absent: Aden Ruwet
 - c. Other attendees: Brad Bremer, First Selectman, Ann Bowen, Kathleen Boutin, Bryce Zygmunt, Fletcher Smith
 - d. Mr. Fernandez was seated in Mr. Correll's absence..

3. Agenda Review
 - a. There was a change of order with section 5, Old Business.
 - i. Colebrook River Road update preceded the 3 Pinney Street update

4. New Business:
 - a. Prior to discussing the next item, Chairwoman Neal, seated Dave Goulet for Will Sweeney, who recused himself from this portion of the meeting.
 - b. Application #24-005 for *Text Amendment to Zoning or Subdivision Regulations*, Town of Colebrook Zoning Regulations. Martin Connor on behalf of William Sweeney. Mr. O'Connor reviewed the Text Amendment for the Committee. Chairwoman Neal will refer the proposed Text Amendment to COD for review.
 - c. Mr. Fernandez moved to accept the Petition *for Text Amendment to Zoning or Subdivision Regulations* and moved to set a Public Hearing date for January 13, 2025 at 7 PM. Motion was seconded by Mr. Robichaud and the motion was unanimously accepted.
 - d. Mr. Sweeney will notify his neighbors of the Public Hearing and the Town of Colebrook will notify neighboring towns.

 - e. Application #24-004, Northern Woods Tree Removal, John and Kathleen Boutin. 39 Old Creamery Road, Colebrook.

- i. Mr. Robichaud moved to accept the application and this was seconded by Mr. Catto. Mr. Fernandez moved to set the Public Hearing for this application to January 13, 2025 @ 7PM. Both application acceptance and Public Hearing date were unanimously approved.
 - ii. Boutin's will notify their neighbors and the Town of Colebrook will notify neighboring towns.
- 5. Old Business:
 - a. Application #24-006, 344 Colebrook River Road, update
 - i. Several items needed to be resolved for this application. A signed approval from the Wetlands Commission is needed. Further conversation with a ZEO is also required.
 - ii. A motion to defer the decision on this application was made by Mr. Fernandez and Mr. Catto seconded the motion. The Commission unanimously agreed to defer the application until January 13, 2025 at 6:30 PM.
 - b. 3 Pinney Street, update
 - i. Applicant was not present however, it was made known to the Commission that Ashley Jasmin had met with Michael Halloran, Martha Neal and John Fernandez to discuss her application.
 - ii. It was made clear to Ms. Jasmin that she needed to supply a Petition for Text Amendment to the Colebrook Zoning Regulations, defining her business needs. We will await to her from Ms. Jasmin
- 6. Approve the minutes of November 12, 2024
 - a. Minutes were approved and no discussion ensued.
- 7. ZEO Report, Approve 2025 Calendar
 - a. 2025 Calendar was approved.
- 8. Letters and Correspondence
 - a. None
- 9. Other matters Legal and Proper
 - a. None
- 10. Adjourn
 - a. Mr. Fernandez moved to adjourn the meeting at 7:24 PM and Mr. Catto seconded, all agreed.

Respectfully submitted,
John X. Fernandez, Acting Secretary