

**RECEIVED**

*By Linda Amerighi at 1:25 pm, Sep 14, 2023*

SHARON PLANNING AND ZONING COMMISSION  
Draft until approved at the next regular meeting

A regular meeting of the Sharon P & Z Commission was held on September 13, 2023 at 5:30PM at the Town Hall. Present were regular members Rand, Lynn, Hall and Moskowitz; alternates Loening and Kearcher; Land Use Administrator (LUA) Casey, John Brett, John & Patee Hecht, Lyn Mattoon, Katherine Shepard, Doug Rick, reporter Hawken and the secretary.

Chairman Rand called the meeting to order at 5:30. Ms. Kearcher was made a voting member for this meeting.

To be added to the agenda: site plan for Town Hall parking lot. Mrs. Lynn made a motion to adopt the agenda as amended, seconded by Mr. Moskowitz, with all in favor.

There were no public comments.

Mr. Moskowitz made a motion to approve the minutes of 8/9/23 as written, seconded by Mrs. Lynn, with all in favor.

The permits issued since the last meeting were: Andrew Greenburg – renewal of permit to construct garage; Terrance Ryan – place shed; Andrew Ledbetter – enclose portion of existing patio; David Levinson – place greenhouse and change use of studio to accessory apartment; Gerard Calabrese – change of use barn to accessory apartment; Punctuated Equilibria – construct barn; and Kenneth Durr – construct barn/garage with 2<sup>nd</sup> floor living space (no apartment).

There was no correspondence.

Old Business:

No change in status on the fire protection for the Huntington Kildare/Metz re-subdivision.

No change in status regarding the Land Use Application fees. Mr. Rand has had no response from Representative Horn.

New Business:

The application for the solar array to be placed at 64 Hilltop Road on the separate parcel from the school has been submitted. This is an accessory use to a special exception. The Commission needs to accept the application and set the public hearing. Per State Statute 8-24, this Commission needs to determine if the proposal fits within the Town Plan of Conservation & Development. LUA Casey spelled out that the Commission has 65 days to set the hearing, 35 days to complete the hearing and the Commission then has 65 days to make a decision. The time period may be extended with the consent of the applicant provided that the total of any and all extensions is for no longer than 65 days. LUA Casey stressed that the application is available for the public to review and reminded Commissioners that they are NOT to discuss the application with anyone prior to the hearing. Mrs. Hall made a motion that the Commission accepts the application for a solar array at 64 Hilltop Road and sets the public hearing for the October 11, 2023 meeting and that they consider State Statute 8-24, seconded by Mrs. Lynn, with all in favor.

Information for site plan approval has been submitted for the Town Hall parking lot expansion. The plan includes the area behind 67 Main Street (the radio station). The proposal includes: lighting,

concrete walkways, storm water management system which includes a pump station, the satellite dish will be kept and the plan calls for 53 parking spaces. The plan has to go before the Historic District Commission but this Commission has prevue over the lighting for public safety purposes. This does not require a public hearing and plans submitted are available for review. At this point the application is INCOMPLETE: need - application for both properties; abutting property owners with their mailing addresses; the lighting specifications don't match the site plan (specific details is needed – locations marked as the lighting plan is not what is on the colored plan submitted, live pictures of the lights, poles and brackets). WMC Engineering did the site plan with an Apex Lighting plan. In anticipation of getting the lacking materials, LUA Casey suggested scheduling a site visit before the next meeting and what is not up for discussion at this point, is a walkway adjoining the municipal parking lot to West Main Street as this involves other property owners. The Commission has 65 days from tonight to make a decision but can get an extension. Mrs. Lynn made a motion that the Commission accepts the application noting that it is INCOMPLETE and that a site visit be scheduled for 5:00PM October 11, 2023, seconded by Mr. Moskowitz. In the discussion, LUA Casey stated that she will post the site visit and reminded the Commission that this is only to look at the plans, no discussion during the site visit as the discussion and possible decision would be made during the regular meeting. Vote taken on motion = unanimously carried.

The Commission set a **planning session for October 25, 2023 at 4:30PM**. Items to begin discussion: cannabis establishments, etc. and Airbnb/short-term rentals. LUA Casey stressed that enforcing Airbnb Regulations would be impossible. Our Regulations already address that one can't rent out all living spaces on a property. It was agreed the Commission members will each contact a certain town to see what Regulations or Ordinances they have pertaining to cannabis establishments etc. and Airbnb/short-term rentals. If they have Regulations, they should ask for copies. The Recording Secretary will contact COG for the same materials.

The Commission was reminded of the Freedom of Information workshop to be held October 5, 2023 at 6:30PM here at the Town Hall.

A draft version of the revised Zoning Regulation booklet will be printed off for final review by Ms. Kearcher, Ms. Loening and Mrs. Hall.

With nothing further, Mrs. Hall made a motion to adjourn, seconded by Mr. Moskowitz, with all in favor. The meeting was adjourned at 6 PM.

Respectfully submitted,

Tina Pitcher, Recording Secretary