

MINUTES  
**PLANNING & ZONING COMMISSION REGULATORY REVIEW COMMITTEE**  
Wednesday, April 11, 2012 ▪ Regular Meeting  
Conference Room C, Audrey P. Beck Municipal Building

Members present: M. Beal, V. Ward, K. Holt

Others present: L. Painter, Director of Planning and Development, C. Hirsch, Zoning Agent

**Call to Order**

Chairman Beal called the meeting to order at 1:16 p.m.

**Approval of Minutes**

3-7-12: Ward MOVED, Beal SECONDED approval of the minutes as written. Motion was approved unanimously.

3-28-12: Beal MOVED, Ward SECONDED approval of the minutes as written. Motion was approved unanimously; Holt abstained.

**Consideration of Potential Zoning and Subdivision Regulations**

Painter and Hirsch reviewed proposed changes to the following regulations based on committee feedback at the previous meeting:

- *Special Event Signs* – The maximum size was changed from five (5) square feet to eight (8) square feet
- *Charity Collection Boxes* – A limitation of one donation drop-off box per property was added to the proposed regulations
- *Additions to non-conforming structures* – Hirsch reviewed a revised proposal that would allow additions/alterations to non-conforming structures provided the alteration did not increase the non-conformity of the structure. Painter requested clarification as to how an increase in non-conformity is typically interpreted-specifically as to whether an addition in-line with an existing portion of the building that has a non-conforming setback would be considered an increase in the non-conformity. Hirsch indicated that an increase in non-conformity has traditionally been interpreted to mean an encroachment that would result in a smaller setback than that of the existing structure. After discussion, members decided not to add additional restrictions on maximum size of the addition in terms of floor area or height and to accept the proposed revision as written.

**Bonding Regulations**

Painter indicated that there was no new information to report on pending legislation.

**Live Music**

Painter reviewed the existing regulations and the proposed approach, which would make live music allowable through a Zoning Permit, with provisions for revocation if multiple violations of various town ordinances and state statutes are received within a specific time period. Permits that are revoked could only be reinstated through the Special Permit process. Ward suggested that the regulations apply to amplified music, not just live music. As the members present generally concurred with the approach, Painter will work on specific text amendments for amplified music permits for the next

meeting.

**Next Meeting and Agenda Items**

The next meeting of the Committee will be on April 25, 2012 at 1:15 p.m. in Conference Room C.

Beal requested clarification on financial penalties for work done without a permit. Hirsch indicated that penalties are assessed by the Building Official and that if so desired, similar penalties could be adopted for zoning through an ordinance change.

**Adjournment**

The meeting was adjourned at approximately 2:11 p.m.

Respectfully submitted,  
Linda M. Painter, AICP