

**TOWN OF SALEM  
PLANNING & ZONING COMMISSION  
REGULAR MEETING MINUTES  
TUESDAY, AUGUST 9, 2022 – 7:00 P.M.  
SALEM TOWN HALL – CONFERENCE ROOM 2**

**The minutes submitted below have been filed in accordance with  
Section 1-225 of the CT General Statutes. They are subject to final approval  
with or without amendments by a vote of the Planning & Zoning Commission.  
Approval and any such amendments will be detailed in subsequent minutes.**

**PRESENT**

Vernon Smith, Chair  
John Gadbois, Vice Chairman  
Carl S. Fontneau  
Walter Volberg  
Gary Closius, Alternate (*seated*)

**ABSENT**

Diba Khan-Bureau  
Jennifer Lindo  
Thomas Reith  
Dave Knopf, Alternate (*seated*)  
Steven Shelley, Alternate (*seated*)

**ALSO PRESENT**

Town Planner Justin LaFountain

**1. CALL TO ORDER**

Chairman Smith called the meeting to order at 7:00 p.m.

**2. PLEDGE OF ALLEGIANCE**

*Alternate Commissioner Closius was seated for Full Member Commissioner Khan-Bureau.*

**3. PUBLIC COMMENT:** *None*

**4. PUBLIC HEARING:** *None*

**5. APPROVAL OF MINUTES OF PREVIOUS MEETING(S):**

**a. Regular Meeting Minutes of July 26, 2022**

**M/S/C: Fontneau/Volberg, to approve the Planning & Zoning Commission  
Regular Meeting Minutes of July 26, 2022. Discussion: None. Voice vote,  
4-0-1. Voting in Abstention: Commissioner Gadbois.**

**6. OLD BUSINESS:**

- a. SP 22-01 Statewide Pawn, LLC:** Application to amend the existing site plan at 1 New London Road to allow outdoor display of merchandise. The Property is zoned General Business. *Continued from July 12, 2022*

Town Planner LaFountain reported that the Applicant has requested an extension for the application to the Commission's next meeting on Tuesday, August 23.

**M/S/C: Fontneau/Smith, to grant an extension for Application SP 22-01**

**Statewide Pawn, LLC: Application to amend the existing site plan at 1 New London Road to allow the outdoor display of merchandise to August 23, 2022. Discussion: Chairman Smith requested that the measurements indicated on the site plan, once received, be verified before the Commission's next meeting. Town Planner LaFountain informed the Commission that an extension of 65 days may be granted to the Applicant. Voice vote, 5-0, all in favor.**

**b. Plan of Conservation and Development (POCD)**

Chapter 2, Mission, Vision, Goals – Commissioner Closius stated that the revised draft includes highlights from each of the chapters, especially noting such changes in the Town over the last ten years as the population, age distribution, number of single-family residences, and PA-490 land. He requested the Commissioners review the revised draft and provide input. He added that they would need to ensure that the Census information that is provided throughout the document is consistent.

Commissioner Fontneau commended him on including the changes over the last ten years and recommended the same for the survey results. Commissioner Closius agreed to review the information and include it in each of the sections. Commissioner Fontneau also suggested including the round-a-bout and the demise of the Route 11 Project as highlights/changes in the Transportation and Infrastructure sections.

Chapters 3, Natural Resources and 4, Agriculture and Forestry – Commissioner Fontneau stated that he is continuing to work on the edits and additions to the chapter and will provide them their next meeting. One of the issues is that the Planning & Zoning Commission, which has different statutory authority from the Inland Wetlands and Conservation Commission, drafted these two chapters. He felt that some of the items that were eliminated should be included in the chapters. He will also update the information regarding Gardner Lake.

Goals Tables – Town Planner LaFountain noted that some of the timeframes noted in the "Completion Timeframe (in years)" column of the tables for the goals did not translate correctly and will be corrected in the final draft. The odd page breaks will also be corrected.

Discussion ensued regarding a STEAP (Small Town Economic Assistance Program) Grant that the Town will be applying for to help fund the Darling Road Bridge Project. Commissioner Fontneau stated that the Commission could draft a letter of support for the project as part of the grant application. He also expressed his dismay to hear that the Town of Salem would not be participating in the Regional Planning Commission's Hazard Mitigation Report, which makes them eligible for FEMA (Federal Emergency Management Agency) funding. Town Planner LaFountain reported that he has spoken with former First Selectman Kevin Lyden who is working with the Regional Planning Commission on the matter.

**7. NEW BUSINESS – *none***

**8. ZONING ENFORCEMENT OFFICER'S REPORT/INLAND WETLANDS AND CONSERVATION COMMISSION REPORT – *none***

**9. TOWN PLANNER REPORT**

Town Planner LaFountain provided the following documents to the Commission:

Connecticut Federation of Planning & Zoning Agencies Quarterly Newsletter – The Newsletter, written by Atty. Steven Byrne, includes updates to select recent legislation and is being provided to the Commission at the request of Commissioner Lindo.

Summary of Significant Land Use Cases, October 2021-May 2022 – The document, provided by CAZEO (Connecticut Association of Zoning Enforcement Officials), includes a summary of significant land use cases that were decided upon in Superior, Appellate, and Supreme Court Cases.

Following the completion of the POCD, the Commission will be revising their Zoning Regulations, including the sign and cannabis regulations. As stated in the Atty. Byrne's Quarterly Newsletter, the micro-cultivator and retail facilities limitations were removed from the Cannabis Regulations. Information regarding the actions or inactions other towns have taken will be provided to the Commissioners. Town Planner LaFountain confirmed that the accessory dwelling unit regulation must be completed by January 2023. Towns that fail to do so would be required to follow the State Statutes. He added that the regulation for both accessory dwellings and the number of parking spaces required for apartment units also have opt-out clauses.

Town Hall Generator – A Mechanical Permit Application for the installation of a generator at Town Hall was received. It is unknown if the generator is being funded by a grant. A brief discussion regarding the location of the generator ensued. The Commission requested that the First Selectman present the item for a §8-24 Review. Town Planner LaFountain reminded the Commission that they would not be approving the concept, not the project or location, and may make recommendations regarding

shielding. Commissioner Fontneau stated the importance of the Board of Selectmen to present their applications for activities taking place on town property, with the exception of road repair. A discussion regarding what types of applications would require a §8-24 Review ensued.

Town Planner LaFountain informed the Commissioners that he would be off from Tuesday, August 16, to the following Tuesday.

**10. CORRESPONDENCE – *none***

**11. PUBLIC COMMENT – *none***

**12. PLUS DELTAS**

Chairman Smith thanked everyone for attending the meeting.

Commissioner Fontneau suggested including the June 4, 2022, Inland Wetlands and Conservation Commission (IWCC) Meeting Minutes in lieu of the letter which was not received from the IWCC Chairperson regarding the 45 Forest Drive, LLC, Application.

**13. ADJOURNMENT**

**M/S/C: Gadbois/Volberg, to adjourn the meeting 7:42 p.m. Discussion: None. Voice vote, 5-0, all in favor.**

Respectfully Submitted by:

Agnes T. Miyuki, Recording Secretary for the Town of Salem