

**TOWN OF SALEM  
PLANNING & ZONING COMMISSION  
REGULAR MEETING MINUTES  
TUESDAY, JANUARY 24, 2017 – 7:00 P.M.  
SALEM TOWN OFFICE BUILDING**

**PRESENT**

Joseph Duncan, Chair  
Vernon Smith, Vice-Chair  
Jennifer Lindo-Dashnaw  
Ruth Savalle  
Eric Wenzel  
John Gadbois, Alternate  
David Miller, Alternate (*seated*)  
Jim Mulholland, Alternate (*seated*)

**ABSENT**

Ron Bouchard, Secretary  
Ron LaBonte

**ALSO PRESENT**

Town Planner Richard Serra

**CALL TO ORDER**

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

**PLEDGE OF ALLEGIANCE**

Alternate Members Commissioners Miller and Mulholland were seated for Commissioners Bouchard and LaBonte.

**PUBLIC HEARING:** *none*

**PETITIONERS/PUBLIC COMMENT:** *None*

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

Regular Meeting Minutes: January 17, 2017

**M/S/C: Savalle/Smith, to approve the Regular Meeting Minutes of January 17, 2017.**

**Discussion: None. Voice vote, 7-0, all in favor.**

**OLD BUSINESS:**

- 1) Discuss age restricted/elderly forms of housing as allowed by the zoning regulations.**  
(Tabled from September 2016)

The Commission reviewed and discussed the most recent draft, dated January 18, 2017, and the proposed definition of an Age-Related Restricted Development (ARD). Town Planner Serra stated that, should the revision to the regulation be approved, any mention of age-

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restricted, senior housing, or wording directing readers to Sections 26 or 26A of the Zoning Regulations will also need to be amended. Section 26A will be removed from the Regulations.

Excluded from Section 26.2, Permitted Districts and Minimum Lot Sizes, are Rural Zone A, which includes such sensitive areas as watershed, reservoir, and aquifer areas, and; Business Zone B, which includes the area surrounding Burnett's Country Gardens and deemed not appropriate for inclusion.

The following amendments were proposed:

Section 26.4.2: For each ARD dwelling...the ~~age-qualified principal~~ occupant and must reside at the dwelling. When the ~~age-qualified principal~~ occupant owns the ARD dwelling....When the ~~age-qualified principal~~ occupant resides... must be noted on an agreement as the ~~age-qualified principal~~ occupant....

Section 26.2: ~~ARDS~~ ARDs may be located...and Industrial Zone (2 acres).

Section 26.4.4: Any person permitted to occupy an ARD dwelling who occupied that dwelling at the time the ~~age-qualified principal~~ occupant....

Section 26.5: The ARD applicant shall submit...capacity, or ~~create~~ *creating* congestion.

Section 2.1, Definitions:

Age-Restricted Residential Development (ARD) – a housing development as ~~stipulation~~ *stipulated* by Section 26 of....

## 2) Other regulation amendments to consider

The Commission reviewed and discussed the two (2) proposed amendments to Section 7A.2.8. Discussion ensued regarding the inclusion/exclusion of the overnight boarding of pets and/or a kennel. Should an application be received for such an establishment, the request may be revisited by the Commission at that time. The Commission agreed to present the following proposed revision:

Pet Services such as the retail sales of pet supplies, pet grooming, dog training, and other pet clinics provided there is no overnight boarding of pets.

**M/S/C: Smith/Lindo-Dashnaw, to schedule a Public Hearing for Tuesday, February 28, 2017 at 7:00 p.m. to discuss the proposed amendments to Section 26, Age-restricted Residential Development; Section 2.1, Definitions, and; Section 7A.2.8, Special Business Zone A – Permitted Uses, of the Zoning Regulations. Discussion: None. Voice vote, 7-0, all in favor.**

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**NEW BUSINESS:**

1) P&Z Budget Submission, 2017-2018

The following proposed budget for FY2017-2018 was presented and reviewed:

	<b>FY2016-2017 Budgeted</b>	<b>Expended</b>	<b>FY2017-2018 Proposed</b>
Legal Services	\$15,000.00	\$17,500.00	\$15,000.00
Expenses	\$ 1,500.00	\$ 0	\$ 500.00
Other (Seminars, Training, Membership Dues)	\$ 2,500.00	\$ 2,000.00	\$ 2,000.00
Engineering	\$ 5,000.00	\$ 1,000.00	\$ 3,000.00
<b>TOTAL</b>	<b>\$24,000.00</b>	<b>\$20,500.00</b>	<b>\$20,500.00</b>

**M/S/C: Smith/Lindo-Dashnaw, to approve the Planning & Zoning Commission Budget for FY2017-2018, as filed by the Chairman on January 18, 2017. Discussion: None. Voice vote, 7-0, all in favor.**

**ENFORCEMENT OFFICER'S REPORT/INLAND WETLANDS AND CONSERVATION COMMISSION REPORT:**

**ZWEO Report** – *no report*

**Town Planner Report**

Town Planner Serra distributed information and encouraged members to attend the upcoming Connecticut Land Use Law Seminar for Municipal Land Use Agencies, Boards, and Commissions, sponsored by the CT Bar Association, which will be held on Saturday, March 25, 2017. The registration fee is \$55.00.

**CORRESPONDENCE:** *none*

**PETITIONERS/PUBLIC COMMENT:** *none*

**PLUS DELTAS:**

Chairman Duncan requested that the Commission review the Town's existing Plan of Conservation and Development (POCD) for any necessary revisions. A guide indicating a recommended schedule for the discussion of particular items that was previously formulated will be provided at the next meeting. The item will be placed on the next meeting agenda.

**ADJOURNMENT:**

**M/S/C: Smith/Savalle, to adjourn the meeting at 7:41 p.m. Discussion: None. Voice vote, 7-0, all in favor. Meeting adjourned.**

Respectfully Submitted by: Agnes Miyuki, Recording Secretary for the Town