

The meeting was called to order at 7:17 PM.

MEMBERS PRESENT: Chair Doug Dubitsky, Helen Weingart, Dave Garceau, Eric Beer, Alternate Peter Haines, Alternate Bob Dubos.

MEMBERS ABSENT: Vice-Chair Ken Fortier, Pete Fiasconaro, Randy Godaire, Bill Ireland.

ALTERNATES SEATED: Peter Haines seated for Pete Fiasconaro; Bob Dubos seated for Randy Godaire.

ALSO PRESENT: Zoning Enforcement Officer (ZEO) Jay Gigliotti and Recording Clerk Kathleen Scott.

APPROVAL OF MINUTES 12.14.23 REGULAR MEETING:

Motion to approve by B. Dubos, seconded by E. Beer. All in favor, motion carried.

CITIZENS HAVING NEW BUSINESS: None

OLD BUSINESS:

A. SP23-205- 36 Bates Road- Molochnick Builders- Applicant, Special Permit Application for Accessory Apartment in accordance with Zoning Regulations Section 5.2.A.10.g:

The Public Hearing was held with no public comment. H. Weingart asked for a reminder on the rationale for 2 acres (to make it possible for a small parcel to add an accessory apartment). D. Dubitsky noted the application conforms with the idea of the accessory apartment regulation.

Motion to approve SP23-205-36 Bates Road- Molochnick Builders- Applicant, Special Permit Application for Accessory Apartment in accordance with Zoning Regulations Section 5.2.A.10.g, by E. Beer, seconded by H. Weingart. All in favor, motion carried.

B. Design Review Checklist:

The Commission reviewed the Design Review Checklist (intended for new buildings to mesh with surrounding uses with attractive architectural components) and made the following changes: add space for narratives for each item, change box on Title page and last page (remove Overlay Corridor District - no longer part of the Zoning Regulations), update cited zoning regulations (Jay will review and update). H. Weingart asked about interconnected small elements (might be drive aisles connecting different businesses, walkways between different businesses, or walkway to common picnic area) and asked for clarification of stone wall signage.

NEW BUSINESS:

A. PZC Fiscal Year 2024-2025 Budget:

J. Gigliotti presented proposed 2024-2025 budget of \$27,753.28 (kept everything the same with the budget on track for this year). The Commission discussed increasing the ZEO salary (determined by the Board of Selectmen). D. Dubitsky suggested to consider the budget as presented and will talk to the Selectmen about raising the hourly rate.

Motion to approve FY 2024-2025 Chaplin Planning & Zoning Commission Budget Request of \$27,753.28 as presented, by E. Beer, seconded by H. Weingart. All in favor, motion carried.

CORRESPONDENCE: None

REPORT OF THE ZONING OFFICER:

ZEO J. Gigliotti presented monthly report that is available at the Town Hall. Items requiring direction or action are as follows:

No permits issued.

80 Marcy Road – Non-compliant with over \$8,000 in fines and cease-and-desist issued. Next step is an appeal with Dave Shenker willing to be the hearing officer – needs training (will follow up with the Attorney). Working with the Chair on potential revisions to the ordinance.

261 Bedlam Road – Bookings are not being accepted through March and the trailers are gone. D. Dubitsky noted it appears the campground has stopped (may be seasonal) and suggested working with the cease-and-desist order in place to go with enforcement if they start again in the spring.

Chappell Street – Fin, Fur & Feather – Trying to setup a meeting with the property owners to resolve the issue of removing non-permitted containers.

ITEMS PRO RE NATA: None

ADJOURNMENT:

Motion to adjourn (8:47 PM) by P. Haines, seconded by E. Beer. All in favor, motion carried.

Respectfully submitted by,
Recording Clerk Kathleen Scott