

**WOLCOTT PLANNING & ZONING  
ORGANIZATIONAL MEETING AND REGULAR MEETING  
WEDNESDAY, MARCH 16, 2016  
TOWN COUNCIL CHAMBERS, 6:15 P.M.  
PAGE 1 of 5**

**MINUTES**

**ORGANIZATIONAL MEETING**

Mayor Thomas Dunn called the Organizational Meeting to order at 6:20 p.m., with the Pledge of Allegiance. (The following members were present):

**MEMBERS PRESENT:** Cathe Sherman, Mike Bokon, Angelo Mastrofrancesco

**ALTERNATES PRESENT :** Rich Delpier

**ALTERNATES ABSENT :** None

**ALSO PRESENT:** Mayor Thomas Dunn, C.Z.E.O., David Kalinowski

**ELECTION OF CHAIRMAN**

Mayor Dunn asked for nominations for Chairman.

Cathe Sherman nominated Ray Mahoney as Chairman and Angelo Mastrofrancesco seconded the nomination.

Mayor Dunn asked three times if there were any other nominations and there were none.

Upon **MOTION** by Cathe Sherman, seconded by Mike Bokon, it was unanimously voted to **CLOSE** nominations for Chairman.

By voice call vote it was unanimously voted to appoint Ray Mahoney as Chairman.

**ELECTION OF VICE-CHAIRMAN**

Mayor Dunn asked for nominations for a Vice-Chair.

Angelo Mastrofrancesco nominated Cathe Sherman as Vice-Chair and Mike Bokon seconded the nomination.

Mayor Dunn asked three times if there were any other nominations and there were none.

Upon **MOTION** by Cathe Sherman, seconded by Mike Bokon, it was unanimously voted to **CLOSE** nominations for Vice-Chair.

By voice call vote it was unanimously voted to appoint Cathe Sherman as Vice-Chair.

**WOLCOTT PLANNING & ZONING  
ORGANIZATIONAL MEETING AND REGULAR MEETING  
WEDNESDAY, MARCH 16, 2016  
TOWN COUNCIL CHAMBERS, 6:15 P.M.  
PAGE 2 of 5**

**ELECTION OF SECRETARY**

Mayor Dunn asked for nominations for a Secretary.

Angelo Mastrofrancesco nominated Mike Bokon as Secretary and Cathe Sherman seconded the nomination.

Mayor Dunn asked three times if there were any other nominations and there were none.

Upon **MOTION** by Cathe Sherman, seconded by Angelo Mastrofrancesco, it was unanimously voted to **CLOSE** nominations for Secretary.

By voice call vote it was unanimously voted to appoint Mike Bokon as Secretary.

**TIME AND PLACE OF REGULAR MEETING**

Upon **MOTION** by Cathe Sherman, seconded by Mike Bokon, it was unanimously voted that the time and place for the regular meeting remain as is, (1<sup>st</sup> and 3<sup>rd</sup> Wednesday of the month at 6:30 p.m. in the Council Chambers).

**ADJOURNMENT**

Upon **MOTION** by Mike Bokon, seconded by Cathe Sherman, it was unanimously voted to **ADJOURN** the Organizational Meeting at 6:24 p.m.

**REGULAR MEETING**

Chairman Mahoney called the Regular Meeting to order at 6:30 p.m. with the Pledge of Allegiance and then attendance was taken. (Ray Mahoney was also attendance as well as those listed above under the Organizational Meeting)

**PUBLIC REQUESTS**

Chairman Mahoney stated there were no Public Requests at this time.

**APPROVAL OF MINUTES**

Rich Delpier was seated as a regular member.

Upon **MOTION** by A.J. Mastrofrancesco, seconded by Rich Delpier, it was unanimously voted to **APPROVE** the minutes from the 3/2/2016 Regular Meeting.

Cathe Sherman and Mike Bokon abstained due to absence.

**APPROVAL OF BILLS**

There were no bills at this time.

**CORRESPONDENCES**

There were no correspondences at this time.

**SUBCOMMITTEE REPORTS**

There were no Subcommittee Reports at this time.

**OLD BUSINESS**

- 1. #16-526 Pentecostal House of Prayer – Site Plan application for a 35’ x 40’ addition to rear of building at 481 Wolcott Rd.**

Dave Kalinowski, CZEO, said at the last meeting there was a letter read into record pertaining to the above application. He said he does not have a problem with the addition but believes the Commission postponed this because of lack of members at last meeting. He said the church is upgrading, they will keep the parking the same and it is already paved.

Upon **MOTION** by Cathe Sherman, seconded by Mike Bokon, it was unanimously voted to **APPROVE** #16-526 Pentecostal House of Prayer – Site Plan application for a 35’ x 40’ addition to rear of building at 481 Wolcott Rd. per plans submitted dated 2/17/2016.

- 2. #16-527 Athinas Liquor LLC – (H. Skarbardonis) – Special Use Permit for a Convenience Store / Gas Station at 1520 and 1530 Wolcott Rd.**

It was stated that this application has a public hearing scheduled for 4/6/2016.

- 3. Discussion on changes to the definition of a Community Residence (#3.9) and to the Zoning Requirements for Special Use standards under Regulation #32.2.6d.**

Dave Kalinowski, CZEO, said it was brought up at the last meeting that some of the members of the Commission wanted to do some house cleaning with the regulations. He said that a general code company out of New York is currently working on reviewing all our regulations, ordinances, inland wetlands regulations, etc. He said that they have given us like a 600 page report on various things that have been outdated or changed and on this particular item the

**WOLCOTT PLANNING & ZONING  
ORGANIZATIONAL MEETING AND REGULAR MEETING  
WEDNESDAY, MARCH 16, 2016  
TOWN COUNCIL CHAMBERS, 6:15 P.M.  
PAGE 4 of 5**

Commission thought they should address it as the general code company says that one of the statutes for this no longer exists. He said that what they wanted to change was (eliminate) Statute 19-574 which no longer exists, it has been repealed or transferred over the last few years, and doesn't really pertain to our community residence regulations and definition, and the Commission wants to clarify it. He also said they wanted to change it (community residence) from 7 to 15 people to 4-7 people. He said this would require a public hearing and we are required to send it out to surrounding towns, Council of Government, etc. He also suggested to send it to the Town Attorney for his review. He stated that this was only one of a number of changes, (suggested by the code company).

Upon **MOTION** by Angelo Mastrofrancesco, seconded by Mike Bokon, it was unanimously voted to **SCHEDULE a public hearing for discussion on changes to the definition of a Community Residence (#3.9) and to the Zoning Requirements for Special Use standards under Regulation #32.2.6d. for May 4, 2016 at 6:30 p.m. in the Council Chambers and to forward to the Town Attorney, C.O.G. and surrounding towns for their review.**

**NEW BUSINESS**

Upon **MOTION** by Mike Bokon, seconded by Cathe Sherman, it was unanimously voted to **ADD** to the agenda #16-528 JJS Landscape – Site Plan for Storage & Warehousing of materials at 17 Town Line Rd.

**1. #16-528 JJS Landscape – Site Plan for Storage & Warehousing of materials at 17 Town Line Rd.**

Dave Kalinowski, CZEO, stated that the applicant is looking to move his business from North St. to Town Line Rd. He said wetlands has signed off on the application and there will be no storage of materials outside. He said he doesn't see any issues with this and the Fire Marshal and Sewer & Water need to sign off on this application too.

Upon **MOTION** by Angelo Mastrofrancesco, seconded by Mike Bokon, it was unanimously voted to **ACCEPT FOR REVIEW** #16-528 JJS Landscape – Site Plan for Storage & Warehousing of material at 17 Town Line Rd.

Upon **MOTION** by Mike Bokon, seconded by Cathe Sherman, it was unanimously voted to **APPROVE** #16-528 JJS Landscape – Site Plan for Storage & Warehousing of material at 17 Town Line Rd.

**CERTIFIED ZONING ENFORCEMENT OFFICER'S REPORT**

CZEO said we have the review of the site plan for the gas station / convenience store coming up. He said in the future we should put a committee together to go over the regulations that are outdated, some may need to be reworded, etc. He also said he did send out some letters to those businesses that have flags or sandwich signs up that are not allowed to request that they remove them. Rich Delpier asked if signs (street markings) are going to be put in for the walking trail and CZEO said signs are going up and should be completed in a few weeks. There was a brief discussion regarding the new mortgage company going in at 12 Center St.

**EXECUTIVE SESSION**

There was no Executive Session at this time.

**ADJOURNMENT**

Upon **MOTION** by Mike Bokon, seconded by Cathe Sherman, it was unanimously voted to **ADJOURN** the Regular Meeting at 6:53 p.m.

APPROVED:

\_\_\_\_\_  
Ray Mahoney, Chairman  
Planning & Zoning Commission

\_\_\_\_\_  
Edna Henderson, Recording Secretary  
Planning & Zoning Commission