



## Town of Burlington

### PLANNING AND ZONING COMMISSION MINUTES OF REGULAR MEETING APRIL 11, 2024 VIA HYBRID MEETING

**PRESENT:** Richard Miller- Chair, Rob Wilson, John Hebert, Rich Miller, Vince Lambri, Jay Valigorsky sat for Mohammed Amer, Eric Lindboe sat for Rudy Franciamore.  
Jerry Burns, ZEO  
Ashlee Goshdigian, Recording Secretary

1. **CALL TO ORDER:**

A. **Attendance and Designation of Alternates**

Chairman Miller was present for the meeting and called the meeting to order at 7:00 p.m. Regular members present were seated for the meeting. Alternates will be assigned to each application, as needed.

B. **Approval of Minutes**

**Motion** Wilson, seconded Miller to approve the minutes from the February 22, 2024, regular meeting; unanimously approved.

C. **Communications:** City of Bristol Notice- Referral of Proposed Amendment to their Zoning Regulations.

Capital Region Council of Governments- Proposed zoning amendment regarding daycare facilities.

Town of Farmington Notice- Application for Text Amendment to their Regulations.

2. **CITIZEN COMMENT:** None

3. **OLD BUSINESS:** None

4. **NEW APPLICATIONS / NEW BUSINESS:**

A. **Application 2201 – York – George Washington Tpke #427 – Cottage Food Home**

**Occupation: Date of Receipt was March 28, 2024, and Public Hearing set for May 9, 2024**

5. **PUBLIC HEARINGS:** None

6. **OTHER BUSINESS PROPER TO COME BEFORE THE COMMISSION:**

A. Board of Selectmen 8-24 Referral to P & Z Commission – Johnnycake Mountain Park Athletic Field Construction and Use: Jerry presented the minutes from the BOS meeting from March 26<sup>th</sup>, maps of the area, and a rendering of the new multipurpose field that will be constructed. He gave a summary of the project. Chairman Miller wanted reassurance that there is no substantial ledge



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which could drive the costs up, to which Jerry advised in the area of the field there is not. The project will also have to go in front of the Inland Wetlands and Watercourses Commission as well. **Motion** Wilson, seconded Lambri to approve Town of Burlington 8-24 Referral for the proposed construction and subsequent use of a multi-purpose field at Johnnycake Mountain Park per the information submitted at tonight's meeting. ALL IN FAVOR.

**B. Ridgeview Subdivision Final Infrastructure Approval Request:** Jerry presented maps of the Subdivision, which is located near the Bristol line. They have been in a performance bond with us, which makes all the lots sellable but can't get a CO without the Final Approval. Dumont Agency is going to do a surety bond for \$25,000.

**Motion** Miller, seconded Lambri to approve the final infrastructure of the Ridgeview Subdivision subject to the receipt to the changes of the bond wording. ALL IN FAVOR.

7. **CITIZEN COMMENT:** None

8. **ZONING OFFICER REPORT:**

- Complaint Received – Status Updates
  - Stafford Road – Debris/Refuse from ongoing home remodel – In-Person/Email NOV
  - Wotton Lane – School Bus/RV Parking – Written NOV
  - Smith Lane – Debris/Refuse/Junk – Written NOV in tandem with BBHD (Initiator)
  - Smith Lane – Light Glare -Verbal NOV
  - Covey Road- Farm Operation Complaints – Investigated / Final Determination Letter
- Regulations – Discuss Proposed Areas of Focus: Jerry brought to the Commission ideas to update the Town Zoning Regulations. Most of the changes are language / definition updates. He discussed commercial temporary signage changes, Cottage Food permit requirement proposed changes and accessory apartment issues. A few residents have been asking about adding a second story to their detached garages to place a home office, playroom, storage. Jerry is not opposed to it if it doesn't become an accessory apartment. Jerry wants to get plaza owners legitimately permitted and updating the definitions will allow him to do that.

9. **STAFF / COMMISSION COMMENT:**

**Election of Commission Officers:**

**Motion** Lambri, seconded Hebert to elect Richard Miller as Chairman of the Commission. ALL IN FAVOR.

**Motion** Miller, seconded Hebert to elect Robert Wilson as Vice- Chairman of the Commission. ALL IN FAVOR.

**Motion** Wilson, seconded Hebert to elect Rudy Franciamore as Secretary of the Commission. ALL IN FAVOR.

**Training Updates:** Commissioners Hebert and Lambri went to a Conservation program held at Wesleyan University. They both gave an overview of the programs they attended and touched upon

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ideas they felt would help the Town. Affordable Housing and Conservation were the main focal points of the program that they focused on. The Commission discussed Affordable Housing. Chairman Miller would like to see them reimbursed for this course. To assign credit would be up to the Town, Jerry advised to send him the information to him with proof of attendance and he will start that process. BOS accepted their training credits, so the Commissioners are all set. Commissioner Lambri still must get his credits for this year.

### 10. **ADJOURN:**

**Motion** Hebert, seconded Lambri to adjourn the meeting at 8:46 p.m.; unanimously approved.

Respectfully submitted,  
Ashlee Goshdigian  
Planning and Zoning Clerk