

**TOWN OF VERNON
Planning & Zoning Commission (PZC)
Minutes – Regular Meeting
Thursday, April 4, 2013, 7:00 PM
Council Chambers, Third Floor
Memorial Building
14 Park Place
Rockville/Vernon, CT**

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1. Call to Order & Roll Call

- ◆ **Meeting was called to order at 7:02 P.M.**
- ◆ **Regular Members Present:** Francis Kaplan, Chester Morgan, Charles Bardes, Harry Thomas Dane Anderson and William Roch.
- ◆ **Alternate Members Present:** Ron Scussel and Richard Dias. Ron Scussel to sit for Victor Riscassi.
- ◆ **Staff Present:** Leonard Tundermann, Town Planner, Shaun Gatley, Economic Development Coordinator.
- ◆ **Recording Secretary:** James Krupienski

2. Administrative Actions/ Requests

2.1 Amendment / Adoption of Agenda - Additional business to be considered under agenda item #3 "Other Business"

- ◆ **Ron Scussel, seconded by Charles Bardes moved a Motion to adopt of the Agenda as revised to April 3, 2013. Motion carried unanimously.**

2.2 Communications received NOT related to Agenda items

- ◆ **None**

2.3 Approval of Minutes

- ◆ **Adoption of the March 21, 2013 minutes moved to the April 18, 2013 Regular Meeting.**

3. Other Business

3.1 Application (PZ-2013-04) of Economy Oil Change of Vernon, LLC for a Modification of an approved Site Plan of Development for a building addition at #315 Hartford Turnpike (Assessor's ID: Map # 01, Block #10, Lot/Parcel #10)

- ◆ **Leonard Tundermann, Town Planner reviewed the previous presentation of the applicant at the March 21, 2013 meeting.**
 - **Design Review Commission (DRC) has reviewed the proposed plan and returned a unanimous approval.**
 - **Reviewed staff comments supplied with packet of the Building Official, Harry Boyko; North Central District Health Department (NCDHD), Craig Perry, Inland Wetlands Agent, Traffic Authority.**
 - **Proposed addition meets all of the Zoning Regulations.**
- ◆ **Harry Thomas, seconded by Charles Bardes moved a motion to approve the application with the stipulation:**

- **If floor drains are installed oil separator is required.**

- ◆ **Motion carried. Ron Scussel abstained.**

3.2 Revision of Commission Bylaws

- ◆ **Charles Bardes reviewed referral to amend meeting frequency of the POCD committee to become semi-annually instead of quarterly.**

- ◆ **Chester Morgan, seconded by William Roch moved a Motion to accept the recommendation of the By-Law committee as supplied. (Attachment)**

- ◆ **Motion carried unanimously.**

3.3 Receipt of Application(s)

- ◆ **None**

3.4 Additional business to be considered should be introduced under PZC meeting agenda item "#2.1 Amendment / Adoption of Agenda" at the beginning of the meeting.

4. Adjournment

- ◆ **Chester Morgan, seconded by Charles Bardes moved a Motion to Adjourn. Motion carried unanimously.**

- ◆ **Meeting Adjourned at 7:13 P.M.**

**James Krupienski
Recording Secretary**

Attachment

MEMO TO: THE VERNON PLANNING AND ZONING COMMISSION

FROM: COMMISSIONER CHARLES R. BARDES, BYLAWS COMMITTEE CHAIR

SUBJECT: PROPOSED AMENDMENT OF PZC BYLAWS' ARTICLE XVIII

At the Vernon Planning and Zoning Commission's (PZC) meeting on March 21, 2013, the PZC referred Item 4.1.3 of the March 20th issued Meeting Agenda to the Bylaws Committee (BC) for its review and recommendations.

This item proposes amendments to ARTICLE XVIII Section 1. of the PZC's current Bylaws (adopted March 17, 2011) that would (1) change the required meeting frequency of the PZC's Plan of Conservation and Development Committee (POCDC) from quarterly to semi-annually and (2) eliminate the need for the POCDC to report its findings and recommendations to the full Commission at least annually.

BACKGROUND

Under ARTICLE XVIII - COMMITTEES of the current Bylaws, the PZC established two standing committees:

(1) The POCDC, which is to meet with the Town Planner quarterly to ensure Vernon's latest Plan Of Conservation And Development is being implemented and that the Plan adequately takes into account any land use changes occurring in the town. Further, the POCDC is to report its findings and recommendations at least annually to the full Commission; and,

(2) The Bylaws Committee (BC), which is to review the PZC Bylaws at least annually recommending any changes it deems appropriate to the full Commission. The BC is also tasked with reviewing written proposals for any changes to the Bylaws submitted by Regular members of the PZC, again rendering its conclusions and recommendations regarding such proposals to the full Commission.

BYLAW COMMITTEE FINDINGS AND RECOMMENDATIONS

(1) Based upon the pace at which changes in Vernon's land use patterns are evolving, it is the BC's belief that changing the COPDC's meeting frequency from quarterly to semiannually will not be detrimental to the committee's function and, so, recommends adoption of this proposed change.

(2) However, the BC believes the Bylaws' current requirement that the POCDC make a report of its findings and recommendations to the full Commission at least annually remains valid and the BC recommends that the proposal to eliminate this requirement not be adopted.