T.C.

RECEIVED
VERNON TOWN CLERK
14 DEC -8 PM 2:08

TOWN OF VERNON
Planning & Zoning Commission (PZC)
Meeting Minutes – *Approved*
Thursday, November 20, 2014
7:30pm
Council Chambers, Third Floor
Memorial Building
14 Park Place, Vernon, CT

1. Call to Order & Roll Call

- Meeting was called to order by Chairman Francis Kaplan at 7:31 pm.
- **Regular members present:** Francis Kaplan, Charles Bardes, Victor Riscassi, Peter Hobbs, Ron Scussel, and John Kleinhans.
- **Alternate members present:** Hector Reveron
- **Staff Present:** Brianan Nolan Town Planner
- **Recording Secretary:** Audrey Lanz

2. Administrative Actions / Requests

2.1 Amendment / Adoption of Agenda - Additional business to be considered under agenda item #5 "Other Business".

- Town Planner Brianan Nolan would like to discuss the commissioner's terms that will be expiring and a change in size for the applications that are submitted to the commission.

Motion to accept the agenda as amended was made by Victor Riscassi and seconded by Peter Hobbs. Motion carried unanimously.

2.2 Communications received NOT related to agenda items.

No communications where received.

2.3 Acceptance of Minutes from the 10/16/2014 PZC meeting.

A motion to accept the minutes from PZC 10/16/2014 meeting was made by Charles Bardes and seconded by Peter Hobbs. Motion passed unanimously.

2.4 Acceptance of 2015 Annual Meeting Schedule

- PZC will continue to meet the first and third Thursday of each month with the exception of January in which the commission will meet the second and fourth Thursdays due to the holidays.
- The meeting time on the schedule was amended to 7:30pm, not 7:00pm.
- The election of officers will take place at the 1/22/15 PZC meeting.

Charles Bardes made a motion to accept the 2015 Annual Meeting Schedule as amended and was seconded by Ron Scussel. Motion passed unanimously and Chairman Francis Kaplan signed the schedule.

3. Public Hearings and Action on Applications

None

4. Other Business

4.1 Receipt of Application

No applications were received.

4.2 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.

- Town Planner Brianan Nolan made known that the commissioner's terms that are expiring have been put on the Mayor's agenda for discussion and the terms might be extended.
- Town Planner Brianan Nolan asked the commission if applicants could hand in applications on smaller paper to the commission.
  - A discussion ensued and the commission denied the request, stating that applications needed to stay current size.

5. Adjournment

A motion was made by Ron Scussel and seconded by Charles Bardes to adjourn the meeting. The motion was carried unanimously. Meeting adjourned at 7:48 pm.

Respectfully Submitted

Audrey Lanz

Audrey Lanz
Recording Secretary