**Town of Voluntown**

**Planning & Zoning Commission**

**Meeting Minutes**

**October 10, 2018**

**Unapproved**

Chairman Scott Davidson called the regularly scheduled meeting of the Planning & Zoning Commission to order at 7:30PM.

**Members present:**  Scott Davidson, Marc Ledoux, David Nieminen, Carl Grenier, & Bob Panko. Also present Pete Zvingilas, ZEO

**Seating of Alternates:** Alternates Bob Panko & Marc Ledoux were seated as full voting members.

**Approval of Minutes:** Bob Panko made a motion to accept the minutes from the June 13, 2018 meeting with 1 correction as mentioned by Vice Chairman David Nieminen to read 500 under budget. Marc Ledoux seconded the motion. All in favor. Motion carried.

**ZEO Report:** ZEO Pete Zvingilas updated the Commission on the Cease & Desist for 74 Forge Hill Road, 35 Church Street properties. Progress made on both properties. 6 Pine Valley Drive consolidated 9 lots into a single 8 acre parcel. 5 James Rd. Ext. Variance going into place. 15 Beach View Variance adding 2nd bedroom to close to retaining wall.

**Annual Reviews for ZEO Pete Zvingilas and Recording Clerk Kerry Tetreault.** Selectman’s office gave Chairman Davidson packet back in July to do the annual review. Performance review. Chairman Davidson did not want to do anything with the packet until it could be discussed as a commission. It was discussed and decided to let the Selectman’s office deal with the review and Planning & Zoning Commission will give input.

Chairman Davidson had an email from the Town Clerk to set meeting dates for 2019.

**Planning & Conservation Development (POCD)** There has not been a lot of involvement if any from anyone out in town. There have been 3 or 4 meeting so far. A new plan was discussed. Jim Larkin was going to rewrite everything and present it to the Commission in January to get suggestions from the Commission. Jim will rewrite and have a set copy back in June. Then it can be sent out for public hearing. No community involvement whatsoever.

Bob Panko made a motion to change the schedule of the POCD from bi-monthly meetings to NECCOG presenting to the Commission in February 2019 changes for the Commission’s review and amendments to happen at a later date. Carl Grenier seconded the motion. All in favor. Motion carried.

 Marc Ledoux made a motion to change the time of the Planning of Zoning meeting from 7:30PM on the 2nd Wed of the month to 7:00PM on the 2nd Wed of the month. David Nieminen seconded the motion. All in favor. Motion carried.

**Adjournment:** Carl Grenier made a motion to adjourn the meeting. Bob Panko seconded the motion. All in favor. Motion carried. Meeting adjourned at 7:50PM

Kerry Tetreault, Recording Secretary

Scott Davidson, Chairman