

THE BOROUGH OF BANTAM PLANNING AND ZONING COMMISSION

P.O. BOX 416

BANTAM 06750

INCORPORATED 1915

MINUTES
TUESDAY, August 1, 2023
REGULAR MONTHLY MEETING
Bantam Borough Town Hall
7.00 pm

Present: Adam Yarrish, Chair
Carol Powers, Vice Chair
Lex Sidon
Pete Donohue

Public: Dick Shelden

Vice Chair Powers called the meeting to order at 7:00 p.m. and suspended discussion until the arrival of the Chair.

Chairman Yarrish called the meeting to order at 7:38 p.m. and thanked the Commission for their patience.

1. PREVIOUS MINUTES

Motion made by Vice Chair Powers to approve the July 11, 2023 minutes. Motion seconded by Mr. Sidon and carried unanimously.

2. PERMITS - None

3. PUBLIC COMMENT –

Mr. Shelden stated that the Borough needs to begin work on the Plan of Conservation and Development (POCaD) and that the document should come from the Planning & Zoning Commission. He introduced Dennis Tobin and Wendy Westcott who will be assisting with the POCaD and recommended that preliminary work begin as soon as possible adding that the document would move from the Commission to the Board of Burgesses for review and approval then on to the public for a meeting and adoption. The document would then be filed with the State.

4. OLD BUSINESS - None

5. NEW BUSINESS - None

6. CORRESPONDENCE

A. WRITTEN FORMAL CORRESPONDENCE

1. Anjelica Grunden, 725 Bantam Road, Suite #3, requested information on signage. Chairman Yarrish explained to her that the 16 sq. ft. allowed per sign was per property, not per business.
2. Amber Miller, 906A Bantam Road, requested that a form be completed as requested by the State for a cosmetology related business. The Commission reviewed the form submitted and questioned if it was the correct form as it referenced food establishments. Ms. Miller will be asked to clarify.

B. CONVERSATIONAL NOTES WITH PEOPLE

1. Vice Chair Powers stated that she had assisted a title searcher for the property at 22 W. Morris Road.

7. COMMISSION DISCUSSION

A. Discussion on short term rental regulations

The Commission reviewed the final document prepared by Vice Chair Powers with the proposed regulations. The Commission was happy with the document and felt it was ready to move forward to the Borough's Attorney for review.

B. Discussion on food truck regulation

Mr. Donohue had taken the Litchfield Food Truck Regulations and made some modifications to help it fit better for Bantam. The Commission briefly discussed the proposed regulation noting that there was a bit more work to be done. Chairman Yarrish asked that everyone review and submit suggestions for the next meeting. This item was tabled to the September meeting.

8. ANY OTHER BUSINESS WHICH COMES BEFORE THE COMMISSION

A motion was made by Vice Chair Powers to add Plan of Conservation and Development Preparation to the agenda. Motion seconded by Mr. Sidon and carried unanimously.

The Commission acknowledged the importance of the document and discussed how to best go about preparing it. The Commission decided to conduct a special meeting on the third Tuesday of each month beginning in September for the purpose of preparing the POCaD.

9. ADJOURNMENT

There being no further business Ms. Powers moved to adjourn the meeting at 8:21 p.m. Motion seconded by Mr. Donohue and carried unanimously.

Respectfully Submitted,



Valerie L. Douglass, Commission Clerk