

THE BOROUGH OF BANTAM PLANNING AND ZONING COMMISSION

P.O. BOX 416

BANTAM 06750

INCORPORATED 1915

MINUTES
TUESDAY, October 1, 2024
REGULAR MONTHLY MEETING
Bantam Borough Town Hall
7.00 pm

Present: Adam Yarrish, Chair
Pete Donohue, Vice Chair
John Buonaiuto
Sally Tornow

Public: Kim Griffen
Dick Sheldon

Chairman Yarrish called the meeting to order at 7:00 p.m.

1. PREVIOUS MINUTES

Chairman Yarrish asked that the minutes of September 3rd be amended to reflect that he spoke with Paul Griffen, ZBA Chairman, regarding 700 Bantam Road and that it was Dick Sheldon, and not he, who met with the Litchfield Building Official and Fire Marshal to discuss the same property.

Motion made by Mr. Buonaiuto to approve the September 3, 2024 meeting minutes as amended. Motion seconded by Ms. Tornow and carried unanimously.

2. PERMITS

Chairman Yarrish stated that he has a request for construction of a deck on a Circle Drive property. He has reviewed and the deck meets setbacks. Chairman Yarrish noted that he was waiting for the property owner to submit a permit application before issuance of the permit.

3. PUBLIC COMMENT –

Mr. Dick Sheldon addressed the Commission to commend them on a job well done with regard to the Plan of Conservation and Development (POCD).

Mr. Sheldon asked the Commission to consider raising their application fees. A brief discussion ensued with regard to the ideal rate. Mr. Sheldon suggested that it may be easier if the Burgesses set the fees. This was agreed upon with the idea that there would be uniform fees for all Commissions.

Lastly, Mr. Sheldon discussed the Arts and Culture District as outlined in the POCD noting that he was exploring the creation of a Bantam River Arts District. He stated that this would not require any zone change and that his next task was to do an inventory of businesses and, if funding was obtained, to prepare a map that could be handed out to highlight arts, culture and restaurants in Bantam. Mr. Donohue inquired about the status of the Bantam Arts Factory mural and Mr. Shelton stated that they have received the needed funding and that painting will begin soon.

Mrs. Kim Griffen was present and inquired about the zoning permit listed on the Borough's website noting that she had received a complaint from a resident that they could not print from the website. It was determined that this would be due to user error.

Mrs. Griffen also inquired about dumpster screening. Chairman Yarrish stated that the regulations do require screening of garbage dumpsters. Chairman Yarrish confirmed that dumpster location was part of the site plan approval process, however, was not sure about screening.

Mrs. Griffen also brought up to the Commission the issue of business sandwich boards and the fact that they are being left outside. Chairman Yarrish stated that it was the intension of the Commission that which the signs were permissible, they should be taken in at the end of the business day. There was a brief discussion on how to police this issue.

4. OLD BUSINESS – None

5. NEW BUSINESS – None

6. CORRESPONDENCE –

A. Written – Chairman Yarrish stated that he had received an email from Hayley Elliott regarding the property at 67 Vanderpoel Road and the letter sent by the Commission. Ms. Elliott stated in her email that her business does not manufacture any product at their home and their administrative place of business is at the Bantam Arts Factory, however, the Commission found that the address listed for the business is, in fact, Vanderpoel Road.

B. Conversational – None

7. COMMISSION DISCUSSION

Chairman Yarrish asked the members to please make notes on any changes/corrections that need to be done for the POCD prior to the public hearing scheduled for November 12th.

The Commission discussed their website and how to better handle submission and issuance of permits. Additionally, the Commission discussed the possibility of accepting online payments. Mr. Donohue stated that he would do some research on this topic.

8. ANY OTHER BUSINESS WHICH COMES BEFORE THE COMMISSION – None

ADJOURNMENT

There being no further business Mr. Buonaiuto moved to adjourn the meeting at 7:35 p.m. Motion seconded by Mr. Mr. Donohue and carried unanimously.

Respectfully Submitted,



Valerie L. Douglass, Commission Clerk