

**Town of Cromwell  
Planning and Zoning Commission**

***PUBLIC HEARING AND REGULAR MEETING  
7:00 P.M. TUESDAY, JANUARY 4, 2011  
ROOM 224 CROMWELL TOWN HALL, 41 WEST STREET***

**AGENDA**

1. **Call to Order**
2. **Roll Call**
3. **Seating of Alternates**
4. **Approval of Agenda**
5. **Public Comments**
6. **Development Compliance Officer Report:**
  - a. Activity Report
7. **Town Planner Report:**
  - a. Performance Bond Actions: none.
  - b. Public Hearings to be Scheduled: none.
8. **Public Hearing and Possible Action:**
  - a. Application #10-72: Revised Zoning Regulations and Zoning Map. Planning and Zoning Commission, applicant. Continued from December 7, 2010.
  - b. Application #10-79: Special Permit (Rear Lot) at North Road. Sebastian and Penelope Damiata, owner/applicant.
  - c. Application #10-80: Re-Subdivision at North Road. Sebastian and Penelope Damiata, owner/applicant.

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12/21 2010 at 11:58AM.  
TOWN CLERK'S OFFICE  
CROMWELL, CONN.

*Carleen DiProto*  
TOWN CLERK

9. **Old Business:** none.
10. **New Business:** none.
11. **Communications**
12. **Commissioners' Comments**
13. **Approval of Minutes:**
  - a. December 7, 2010
14. **Adjourn**

Individuals with disabilities who require accommodations, assistance, or communication aids to participate at this meeting are encouraged to make their needs and preferences known to Town Planner Craig Minor at 632-3422 or [cminor@cromwellct.com](mailto:cminor@cromwellct.com) or to the Town ADA Coordinator Therese Strong at 632-3446 or [tstrong@cromwellct.com](mailto:tstrong@cromwellct.com) at least 72 hours prior to the scheduled event.

# Memo

**To:** Planning and Zoning Commission  
**From:** Craig Minor, AICP  
Town Planner *CM*  
**Date:** December 21, 2010  
**Re:** Comments for P&Z Meeting on January 4, 2011

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I'm preparing this agenda packet early because of the staff vacation schedule this month.

## 8. Public Hearing and Possible Action:

a. Application #10-72: Revised Zoning Regulations and Zoning Map. Planning and Zoning Commission, applicant. Continued from December 7, 2010.

The hearing was kept open to give Craig Stevenson time to prepare a memo for you regarding his concerns about the Special Permit process in the new zoning regulations. As of this writing I have not received that memo.

b. Application #10-79: Special Permit (Rear Lot) at North Road. Sebastian and Penelope Damiata, owner/applicant.

This is a large parcel which was for sale for many years, with no buyer due to the lack of frontage, steep slope, and significant amount of wetlands in the back. Finally the abutting homeowners bought it. They would like to divide it into two parcels: one as an approved rear lot, and the other to be immediately attached to the abutting lot which they own. In other words, at the end of the day, if approved there will be one large approved rear lot, and the abutting lot made larger.

I want to point out that the "abutting lot" is the site of a non-conforming construction business. The applicants fully understand that even though that lot will become bigger, they cannot expand their non-conforming use into the new area. If approved I recommend you direct the ZEO to monitor this.

As of this writing I have not received staff comments.

cc:  
Community Development Director  
file

# Memo

To: Joseph Mazurek, Director of Community Development  
From: Fred Curtin, Wetland/Zoning Officer  
Date: 12/20/2010  
Re: December 2010 Activity Report

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6 Crest Drive; Hatcher: The property owner has failed to apply for a Special Permit. Notice of violation will be issued.

4 Shawnee Court; Maley: and 57 Washington Road; Flanders: Attached you will find my report on these two addresses.

47 Coles Road; Beaulieu: The property owner is in compliance.

Alcap Ridge; Rocky Hill Materials: An order was issued to the owner to remove the excess fill that has been brought onto the property by January 17, 2010.

TOWN OF CROMWELL  
PLANNING AND ZONING COMMISSION

LEGAL NOTICE

The Cromwell Planning and Zoning Commission will hold a Public Hearing on Tuesday, January 4, 2011 at 7:00 p.m. in Room 224 of the Cromwell Town Hall at 41 West Street on the following items:

1. Application #10-79: Special Permit (Rear Lot) at North Road. Sebastian and Penelope Damiata, owner/applicant.
2. Application #10-80: Re-Subdivision at North Road. Sebastian and Penelope Damiata, owner/applicant.

At this hearing interested persons may appear and be heard and written testimony received. This application is available for public inspection in the office of the Town Planner.

Vincent Faienza  
Chairman

Dated in Cromwell, Connecticut this 24th day of December 2010.

#10-79  
036

TOWN OF CROMWELL  
PLANNING AND ZONING COMMISSION  
*APPLICATION FOR SPECIAL PERMIT*

Type of Activity: Rear Lot Approval  
(Per Section 11.3 of the Cromwell Zoning Regulations)  
Street Address: North Road Zoning District: A-40  
Assessor's Parcel ID #: 00276100 Volume/Page: 1337/207

Applicant's Name: Damiata, Sebastian & Penelope  
Address: 43 North Road, Cromwell, CT 06416  
Telephone Number (daytime): 860-638-7804  
Email Address: \_\_\_\_\_

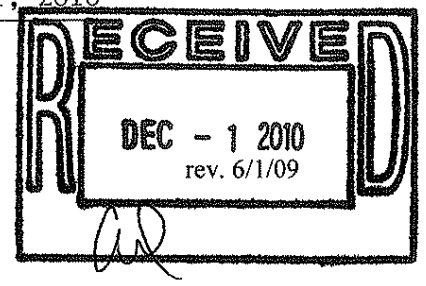
Property Owner's Name: Damiata, Sebastian & Penelope  
Address: 43 North Road, Cromwell, CT 06416

Description of Proposed Activity:  
Applicant is requesting approval for a residential rear lot on a  
five acre parcel of property.

I certify that I have read and I am familiar with the Cromwell Zoning Regulations that pertain to this type of Special Permit activity, *and with Section 13.2.d. (Sign Posting).*

Sebastian Damiata  
(applicant)  
By Salvatore J. Petrella, His Attorney  
*Salvatore J. Petrella* (860) 632-8300

December 1, 2010  
(date)



#10-80

TOWN OF CROMWELL  
PLANNING AND ZONING COMMISSION

APPLICATION FOR SUBDIVISION APPROVAL

Name of Subdivision  
(if applicable): ONE LOT Re-subdivision  
Street Address: North Road, Cromwell, CT 06416  
Volume/Page: 1337 / 207  
Zoning District: A-40 PIN # 00276100

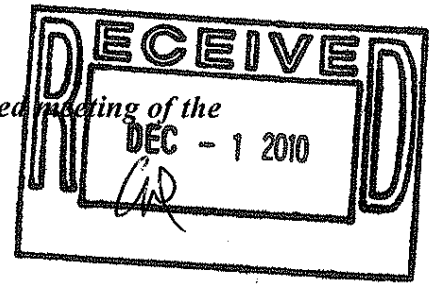
Applicant's Name: Sebastian & Penelope Damiata  
Address: 43 North Road  
Cromwell, CT 06416  
Telephone: 860-638-7804  
Email Address:

Owner's Name: Sebastian & Penelope Damiata  
Address: 43 North Road  
Cromwell, CT 06416

Attached:

- (X) 1. Application fee in the amount of \$ 160.00 ;
- (X) 2. Inland Wetlands and Watercourses Agency Permit, if applicable;
- ( ) 3. Water Pollution Control Authority approval, if applicable; N/A
- (X) 4. Twenty-five copies of plans prepared in accordance with Article 403 and 404 of the Cromwell Subdivision Regulations.

Incomplete applications may be rejected at the next scheduled meeting of the  
Planning and Zoning Commission




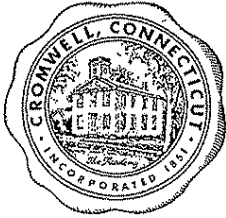
Please answer the following questions:

1. Is any part of the site within 500' of an adjoining town? (Yes)  (No)
2. Does any part of the site contain wetlands?  (Yes) (No)
3. If you propose to disturb more than five acres, have you filed a Stormwater Management Plan with DEP? (Yes) (No)  (N/A)
4. If the subdivision will involve more than 100,000 sf of floor area or 199 parking spaces, have you applied for an STC Permit with DOT? (Yes) (No)  (N/A)

~~Sebastian Damata~~  
Applicant

December 1, 2010  
Date

By Salvatore J. Petrella  
His Attorney  
(860) 632-8300  




# Town of Cromwell

# Planning and Zoning Commission

NATHANIEL WHITE BUILDING  
41 WEST STREET  
CROMWELL, CONNECTICUT 06416

December 21, 2010

James Cassidy, PE  
Hallisey, Pearson and Cassidy  
Building 500, Unit 511  
35 Cold Spring Road  
Rocky Hill, CT 06067-3165

Dear Jim:

**Subject: Application #10-80: Residential Re-Subdivision at North Road. Sebastian and Penelope Damiata, owner/applicant.**

I have reviewed the plans for this re-subdivision and have the following comments:

1. Resubdivision Plat Plan:

- a. It is not clear from the notes on the plan how large the rear lot is (in square footage and acreage) exclusive of the accessway. The area of the rear lot must be not less than 80,000 square feet not including the accessway.
- b. Please double-check the length of the northern boundary and the length of the southern boundary. To the eye they look approximately the same length, but the plan states that the southern boundary as 504.53 feet, while the northern boundary 559.10 feet.
- c. Some pins "to be set" are so labeled, but some are not.
- d. The remainder portion (which I understand is to be merged with existing Parcel 00561700) must be shown in its entirety.

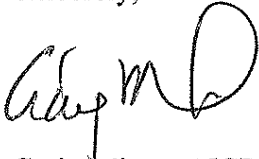
2. Site Development Plan:

- a. All of the above comments apply.

3. A copy of the conservation easement was supposed to be submitted with the application.
4. I gave Sanitarian Wesley Bell a copy of the plans for his review and comment today. Be advised that the Planning and Zoning Commission will not approve this subdivision without a favorable recommendation from him first.
5. I gave a copy of the plans to the Engineering Department for their review and comment earlier this week.

Please contact me at 632-3422 or [cminor@cromwellet.com](mailto:cminor@cromwellet.com) if you have any questions.

Sincerely,

A handwritten signature in black ink, appearing to read 'Craig Minor', written in a cursive style.

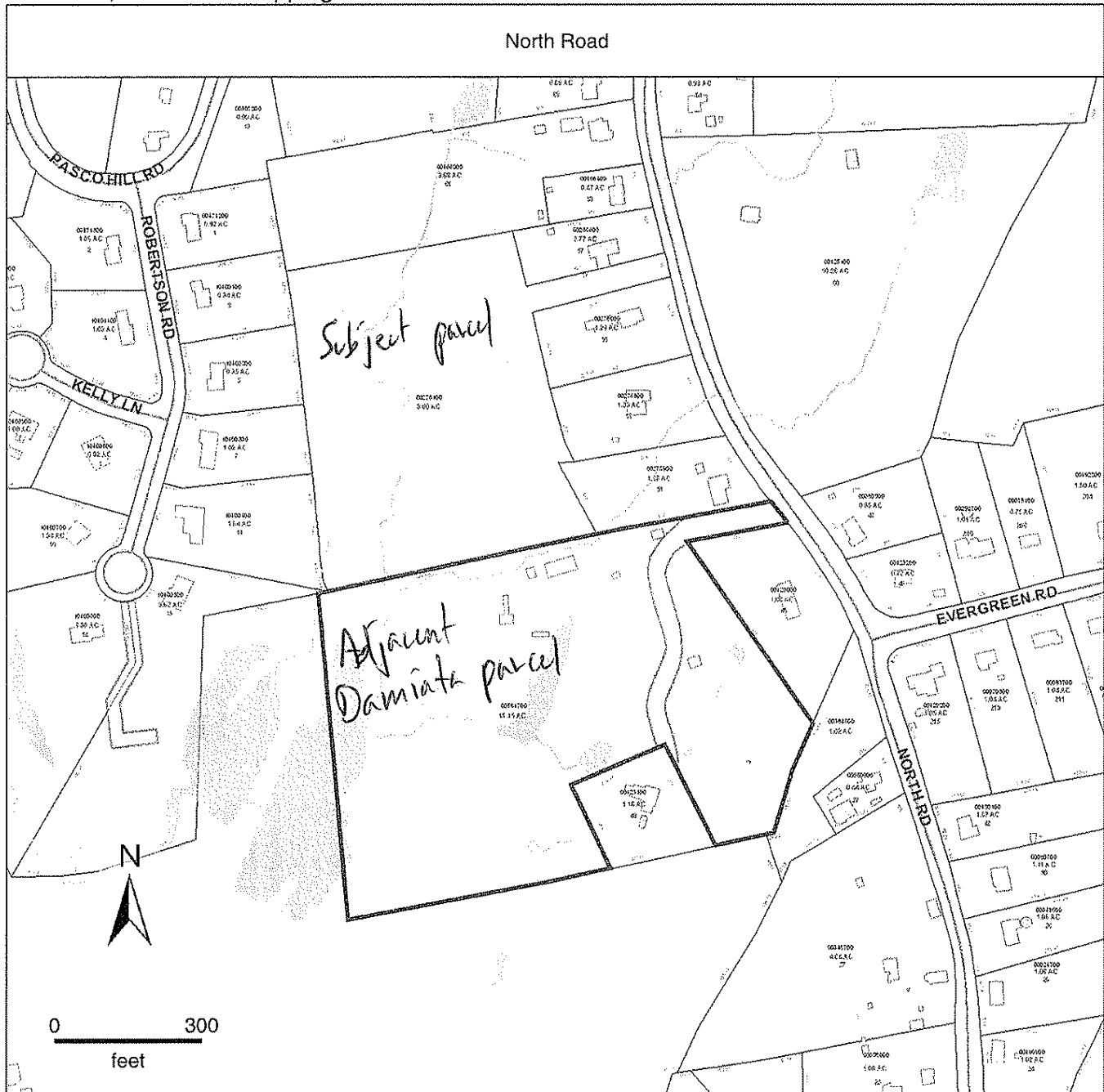
Craig Minor, AICP  
Town Planner

cc:

Attorney Sal Petrella

Community Development Director

✓ file

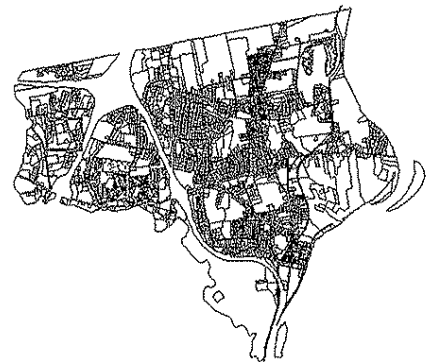


Property Information  
 Property ID 00561700  
 Location 49 NORTH ROAD  
 Owner Name DAMIATA SEBASTIAN J



MAP FOR REFERENCE ONLY  
 NOT A LEGAL DOCUMENT

The Town of Cromwell makes no claims, no representations, and no warranties, expressed or implied, concerning the validity (expressed or implied), the reliability, or the accuracy of the GIS data and GIS data products furnished by the Town, including the implied validity of any uses of such data. The use of this data, in any such manner, shall not supercede any federal, state or local laws or regulations.



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**Town of Cromwell  
 Planning and Zoning Commission**

*Gloria Brundage, Asst.*  
 TOWN CLERK

**REGULAR MEETING AND PUBLIC HEARING  
 7:00 P.M. TUESDAY, DECEMBER 7, 2010  
 ROOM 224 CROMWELL TOWN HALL, 41 WEST STREET**

**MINUTES**

Present: Nicholas Demetriades, Vincent Faienza, Joseph Garafalo, Michael Cannata,  
 Doug Sienna, Peter Keithan, Alice Kelly, and Thomas Madden.  
 Absent: Thomas O'Neill.  
 Also Present: Town Planner Craig Minor, BOS Liaison Anthony Varricchio, Sr.

**1. Call to Order**

The meeting was called to order at 7:01 pm by Chairman Nicholas Demetriades, presiding.

**2. Roll Call**

The presence of the above members was noted.

**3. Seating of Alternates**

There were none present.

**4. Approval of Agenda**

**Motion** made by Alice Kelly, **seconded** by Joe Garafalo to approve the agenda with the following additions: (1) under Performance Bond Actions: 4. Holy Apostles College and Seminary. (2) under Public Hearings to be Scheduled: 1. Application #10-79: Special Permit (Rear Lot) at North Road. Sebastian and Penelope Damiata, owner/applicant; and 2. Application #10-80: Re-Subdivision at North Road. Sebastian and Penelope Damiata, owner/applicant. *All were in favor; the motion passed.*

**5. Public Comments:**

Ray Duffy, 24 Oxford Lane: (1) Stated that the Town Engineer has not responded to his FOIA request for information on the two home businesses he spoke about previously. (2) Questioned the methodology used by the Zoning Enforcement Officer in reaching a conclusion that there is no zoning violation at those two home businesses, and cited home occupation permits issued in 2007 and 2008 which were very similar. Chairman Demetriades stated that the Commission will discuss this with the ZEO later tonight.

Ann Halibozek, 7 Christian Hill Road: (1) Stated that construction trucks at the Cobblestone Plaza site are not complying with the proscribed route and hours of operation. (2) Noted that on September 21, 2010 the Commission asked the staff for a status report on all open space parcels

that were supposed to be deeded to the Town as part of subdivision approval; what is the status of that report? (3) Noted that the Cromwell "Open Space Plan" mentions an open space parcel in the Washington Estates subdivision that was supposed to be deeded to the Town; did that ever happen?

Attorney Salvatore Petrella, 8 Wexford Lane: In response to Selectwoman Halibozek's question about open space at Washington Estates, the Board of Selectmen voted to reject the parcel.

## **6. Development Compliance Officer Report:**

### **a. Activity Report:**

Zoning Enforcement Officer Fred Curtin presented his written report. He addressed the home business issue; commercial trailer at 6 Crest Drive; Cobblestone Plaza - construction has resumed, and the truck route restrictions were amended when the site plan was approved; Ravizza property at the end of Sebeth Drive; a commercial vehicle on South Street; unregistered vehicles at 47 Coles Road; and the un-approved filling going on at the end of Alcap Ridge.

Chairman Demetriades asked him to describe his criteria in determining when a home business requires a permit. Mr. Curtin replied that it's a combination of things like mail and impact on the neighborhood. If nothing is obvious and no neighbors complain, it probably doesn't warrant a permit. The Town Planner added that we have never made the independent contractor who does the books on the kitchen table and might have some materials stored in the garage get a permit, but more importantly, the new regs specifically state that that kind of business does not need a permit. So the situation that Mr. Duffy is complaining about it about to become allowed as-of-right.

Alice Kelly asked Mr. Curtin why he isn't being more aggressive with the un-approved filling at Alcap Ridge. He replied that he wants more than one incident, but agreed that the owners do need a permit for what they are doing.

Chairman Demetriades asked Mr. Curtin to ask the Cobblestone Plaza developer to comply with the truck restrictions of the Special Permit.

## **7. Town Planner Report:**

### **a. Performance Bond Actions:**

#### **1. 30 Country Squire Drive:**

Mr. Curtin summarized the history of this project. He stated that the site is well-planted, but he is not sure if the plantings comply with the original site plan. Alice Kelly expressed concern for

the mandatory greenbelt buffer area between the developed portion of the site and Fox Meadows.

**Motion** made by Tom Madden, **seconded** by Joe Garafalo to accept the Zoning Enforcement Officer's recommendation to release the site plan bond for 30 Country Squire Drive, with conditions: (1) the ZEO shall verify that the greenbelt buffer is satisfactory. *All were in favor; the motion passed.*

2. Northbrook Estates

Town Planner Craig Minor reported that the Town Engineer recommends releasing the bond associated with the road and associated infrastructure. He added that he inspected the site himself and the ripples in the pavement of Grassy Hill Road are now gone. However there are still several other issues: the conservation easement monuments were not properly installed; the Chief of Police is not satisfied with traffic control signage and pavement markings; the open space parcels have not been conveyed to the Homeowners Association; and numerous utility easements have not been recorded.

Alice Kelly asked if the as-built plans have been submitted. Mr. Minor replied no, but the Board of Selectmen will demand this before the road is accepted.

**Motion** made by Joe Garafalo, **seconded** by Alice Kelly, to release all but \$20,000 of the subdivision performance bond at North Brook Estates with the stipulation that the applicant must file the final as-built mylar, correctly install the conservation easement monuments, and address the traffic signage concerns of the Chief of Police. *All were in favor; the motion passed.*

3. Cobblestone Plaza

Town Planner Craig Minor reported that the Town Engineer recommends no reduction at this time. Michael Cannata noted that with the previous reduction, the Commission agreed that there would be no more reductions until the engineered wall is finished.

**Motion** made by Michael Cannata, **seconded** by Doug Sienna, to deny the applicant's request for a bond reduction. *All were in favor; the motion passed.*

4. Holy Apostles College and Seminary

Fred Curtin reported that the landscaping is in, and looks very nice. In fact Holy Apostles has a full-time landscape maintenance person on staff, and that they have won awards for their campus.

**Motion** made by Alice Kelly, **seconded** by Joe Garafalo to accept the Zoning Enforcement Officer's recommendation to release the \$5,000 site plan bond Holy Apostle College and Seminary. *All were in favor; the motion passed.*

b. Public Hearings to be Scheduled:

1. Application #10-79: Special Permit (Rear Lot) at North Road. Sebastian and Penelope Damiata, owner/applicant.

**Motion** made by Alice Kelly, **seconded** by Enzo Faienza to schedule the public hearing for January 4, 2011. *All were in favor; the motion passed.*

2. Application #10-80: Re-Subdivision at North Road. Sebastian and Penelope Damiata, owner/applicant.

**Motion** made by Alice Kelly, **seconded** by Enzo Faienza to schedule the public hearing for January 4, 2011. *All were in favor; the motion passed.*

**8. Public Hearing and Possible Action:**

a. Application #10-72: Revised Zoning Regulations and Zoning Map. Planning and Zoning Commission, applicant. Continued from November 16, 2010.

Enzo Faienza made a motion to reconvene the public hearing, seconded by Tom Madden. All were in favor.

Town Planner Craig Minor listed the changes that the Zoning Regulations Committee had made to the proposed regulations as a result of the comments made at the previous hearing. These changes were mostly to the bulk requirements, restoring many of them.

Public Comments:

Craig Stevenson, Town Economic Development Coordinator: Stated that he feels the new regulations rely too heavily on the special permit process. This has a chilling effect on new construction in town, because investors don't know exactly what to expect. He suggested we consider using design standards to achieve the same end, but with less uncertainty. He apologized for coming late to the matter, but he was only a few weeks ago re-hired as the Town's ED Coordinator. Tom Madden asked Jason to justify the "over-reliance". Jason replied that the special permit process is "risk management" by the Town. It keeps the Town in control of potentially noxious or inappropriate projects. Craig Stevenson agree, but the new regs consider "risky" types of activity that he doesn't feel are.

Steven Spector, 84 Broad Street, Milford CT: Asked the Commission to reconsider changing the property at 162 West Street to Business Park zone, and instead make it Highway Business. The parcel has sat undeveloped for 20 years due to the topography and significant amount of wetlands, so zoning it HB will not result in a big box impacting the residents nearby. The center of the site is the only developable area, so there will naturally be a large buffer area around it.

Alice Kelly recommended keeping the hearing open for another month, to give Craig Stevenson the opportunity to present more information supporting his comments.

**Motion** made by Peter Keithan, **seconded** by Alice Kelly to continue the public hearing to January 4, 2011. *All were in favor; the motion passed.*

Alice Kelly then informed the Commission about her communications with Attorney Mark Branse regarding him reviewing the proposed regulations.

**Motion** made by Tom Madden, **seconded** by Enzo Faienza to direct Alice Kelly to ask the Board of Selectmen to fund a legal review of the proposed regulations. *All were in favor; the motion passed.*

## 9. Old Business:

a. Application #10-45: Site Plan Approval for Two Commercial Buildings at 1 Willowbrook Road. Stone Ridge Associates LLC, owner/applicant.

Consulting Engineer James Cassidy presented the application. He explained that the delay was due to the time it took for their landscape architect to design the enhances greenbelt buffer that the Town Planner wanted. He addressed Michael Cannata's concern about the single dumpster pad site, saying that if the property is subdivided in the future, an additional the dumpster site could be created. He also stated that the prospective tenant for the smaller building is a wireless phone provider, while the tenant for the larger building will operate a combined laundry/coffee shop. They acknowledge that the laundry/café will require a use permit approved by the Commission.

Alice Kelly asked why the drive-through was necessary; Mr. Cassidy replied to make the building more desirable to prospective tenants. Enzo Faienza noted the recently-resurfaced Coles Road; Mr. Cassidy said that this project will add a turning lane at the request of the Town Engineer. Mike Cannata asked who is "Stone Ridge Associates"; Mr. Cassidy replied it is Pat Snow and Joseph Tine.

Chairman Demetriades asked if the staff had any traffic concerns. Town Planner Craig Minor replied yes, which is why the applicant's traffic engineer was asked to comment on the site, which he did in a letter of August 17. Mr. Demetriades asked if the project would be built in phases; Mr. Cassidy replied that the northern (smaller) building would probably be built first. Mr. Minor noted that the second story cannot be occupied at this time, because there is not enough parking on site to support this much commercial floor area.

Alice Kelly asked if the Chief of Police recommends approval? Mr. Minor replied that there is an email on file from the Chief, in support. Alice Kelly asked how much the performance bond

should be. Mr. Minor said no performance bond is necessary, because any failure by the applicant to comply with all aspects of the site plan will result in the withholding of a certificate of occupancy.

**Motion** made by Tom Madden, **seconded** by Joe Garafalo to approve the application with conditions: (1) evidence that the Chief of Police is satisfied with the traffic design; (2) the second story of the northern building may not be occupied until sufficient parking is available. *All were in favor except Alice Kelly and Peter Keithan; the motion passed.*

**10. New Business:**

a. Application #10-75: Request for Sec. 8-24 Recommendation to Accept Eager Lane as a Town Road. Town of Cromwell, applicant.

Town Planner Craig Minor explained that a favorable Sec. 8-24 recommendation is not a statement as to the completeness of the road; rather, is it just the P&Z's way of saying that this road is consistent with the orderly development of the town.

**Motion** made by Michael Cannata, **seconded** by Joe Garafalo to approve the request. *All were in favor; the motion passed.*

b. Application #10-76: Request for Sec. 8-24 Recommendation to Accept Cider Hill Drive and Apple Hill Drive as Town Roads. Town of Cromwell, applicant.

**Motion** made by Michael Cannata, **seconded** by Alice Kelly to approve the request. *All were in favor; the motion passed.*

c. Application #10-77: Request for Sec. 8-24 Recommendation to Accept Applewood Road, Butternut Drive, and Grassy Hill Road as Town Roads. Town of Cromwell, applicant.

**Motion** made by Michael Cannata, **seconded** by Joe Garafalo to approve the request. *All were in favor; the motion passed.*

**11. Communications:** None.

**12. Commissioners' Comments:**

a. Discuss Staff Responsibilities: no comments.

b. Performance Bond: Doug Sienna wants future performance bonds to include a 10% "contingency" item. Mr. Minor suggested that making all developers bond 110% of the cost of the project might be excessive, but the Commission could establish a policy of not releasing the final 10% of the bond until the project is fully done. No action was taken.

c. Land Use Training: Tom Madden reported that he went to a recent session of the "Land Use Academy", put on by a coalition of several state agencies. It was extremely beneficial and should be mandatory for all commissioners, perhaps in the by-laws. Mr. Minor noted that the commission cannot make attendance mandatory, but it could be strongly recommended by the by-laws. Mr. Madden offered to work on such a by-laws amendment.

**13. Approval of Minutes:**

a. November 4, 2010

**Motion** made by Peter Keithan, **seconded** by Douglas to approve the minutes as presented. *All were in favor except Tom Madden (abstained); the motion passed.*

b. November 16, 2010

**Motion** made by Enzo Faienza, **seconded** by Peter Keithan to approve the minutes as presented. *All were in favor; the motion passed.*

**14. Annual Meeting and Election of Officers:**

a. Reading of By-laws Article VI

**Motion** made by Michael Cannata, **seconded** by Alice Kelly to waive the reading of the by-laws. *All were in favor; the motion passed.*

b. Election of Officers:

1. **Motion** made by Joe Garafalo, **seconded** by Alice Kelly to nominate Enzo Faienza as Chairman. There were no other nominations.

2. **Motion** made by Peter Keithan, **seconded** by Joe Garafalo to nominate Alice Kelly as Vice Chairman. There were no other nominations.

3. **Motion** made by Enzo Faienza, **seconded** by Alice Kelly to nominate Doug Sienna as Secretary. There were no other nominations.

Outgoing-chairman Nick Demetriades thanked the commission for their help during the years of his chairmanship. In-coming chairman Enzo Faienza thanked Chairman Demetriades for his service, and the commission for their support.

c. Budget Discussion for FY 2011-2012

Alice Kelly said the budge should contain a line item for legal services. Tony Varricchio, BOS liaison, replied that the Board of Selectmen are always willing to give all the land use boards whatever they need regarding legal support, but not their own legal budget. If every department

wanted its own legal budget, it would completely unworkable. Doug Sienna said that the commission should at least be able to review the monthly legal billing, to make sure they are accurate.

**Motion** made by Enzo Faienza, **seconded** by Alice Kelly to approve the draft budget for 2011-2012 as presented. *All were in favor; the motion passed.*

d. Midstate RPA appointment

**Motion** made to reappoint Al Diaz to the Midstate Regional Planning Agency. The motion was approved by unanimous consent.

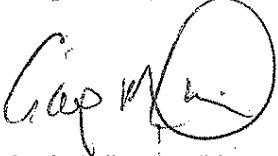
e. Approval of Calendar of Meeting Dates for 2011

**Motion** made by Alice Kelly, **seconded** by Doug Sienna to approve the draft calendar for 2011 as amended. *All were in favor; the motion passed.*

**14. Adjourn:**

**Motion** made to adjourn at 10:15 pm. The motion was approved by unanimous consent.

Respectfully Submitted,



Craig Minor, AICP  
Town Planner