

Sterling Planning and Zoning Commission
Regular Meeting Minutes
Monday, October 16, 2023 7:30pm
Town Hall Meeting Room

Members Present: Ross Farrugia, John Angelone, Jon Turban

Members Absent: Frank Bood, Dana Morrow

Alternate Members Present: Jason McLevy

Alternate Members Absent: Theresa Cavalier w/notice and Kim Smith-Barnett

Also Present: Victoria Robinson-Lewis ZEO, Jim Larkin of NECCOG, David Held of Provost & Rovero, Harry Heller and Andrew McCoy of Heller, Heller and McCoy Law Firm, and Melissa Bradley - Recording Secretary

- I. **Call to Order:** R. Farrugia called the meeting to order at 7:36pm.
- II. **Seat Alternates:** Jason McLevy was seated as a regular member in the absence of Dana Morrow.
- III. **Pledge of Allegiance:** All stood to honor the Pledge of Allegiance.
- IV. **Audience Comments:** None
- V. **Approval of Minutes:** J. Turban made a motion to approve the minutes of 9/18/2023 as presented. J. McLevy seconded the motion. Motion carried 4-0.
- VI. **Correspondence:** None
- VII. **New Business:** J. Turban made a motion to move this item discussion after VIII - Old Business. J. McLevy seconded the motion. Motion carried 4-0.
Old Business:
 - a. **Excavation Renewal Tilcon CT., Inc., Sterling Road:** Attorney Heller states that when the new permit was issued in 2018 for this project, there was a State Statute, 8-3, that extended these permits for fourteen years, therefore, a renewal is not necessary at this time. The Town Attorney was contacted today but requested time to research this Statute. J. Larkin shared motions made by the Board of Selectmen in 2018 regarding this application. It was stated at the last meeting, DOT approval was given for the new driveway into the property, however, a letter from DOT given to members states it was not approved. The board agrees they would like to wait for the Town Attorney's opinion.

J. Turban made a motion to table this item until an opinion from the Town Attorney is received. J. McLevy seconded the motion. Motion carried 4-0.
 - b. **Fee Schedule Ordinance discussion and possible action:** ZEO V. Robinson-Lewis provides the board with proposed fees for land use applications as requested. The board would like to see non-residential listed to avoid conflict of the building departments fees. These fees would become an ordinance that would need to be approved at a Town Meeting.

J. McLevy made a motion to forward the proposed land use application fees to the Board of Selectmen for approval with no additional comments or concerns from this board. J. Angelone seconded the motion. Motion carried 4-0.

VIII. New Business

a. Special Permit and Special Permit Uses Discussion: J. Larkin provided the board with a draft for discussion. The board would like to review the 2012 regulations and compare them to the proposed. The 2012 regulations are available in the Town Clerk's office for inspection.

IX. ZEO Report: V. Robinson-Lewis reports the training in October the board planned on attending, there is a wait list. J. Larkin stated NECCOG is holding a training in November in Putnam. V. Robinson-Lewis proposed this as a better option and will purchase the needed books for members who are attending. Details will be sent to members.

ZEO has attended meetings for ZBA, EDC, P&ZC and Ag Commission;
Consulted with Town Planner via phone and email on various issues;
Email and phone calls with Town Attorney;
Inspections with Town Engineer; Excavations sites as well as Sterling Hills Development;
Cease and Desist for trailers as residence;
Working with staff to organize records;
Working with IPark Lot 5 to become compliant with excavation regulations;
Working with Plainfield ZEO to address an unpermitted gravel operation;
Met with official from MSHA on compliance issues in Town;
Met with official from NDDH about various issues in Town;
Met with and spoke with many residents with questions on permit process and complaints.

X. Audience Comments: None

XI. Other Business: None

XII. Adjournment: J. McLevy made a motion to adjourn the meeting. J. Angelone seconded the motion. Meeting adjourned at 8:45pm.

Respectfully Submitted;

Melissa J. Bradley

Recording Secretary