



TOWN OF RIDGEFIELD

Planning and Zoning Commission

APPROVED/REVISED
MINUTES
PLANNING AND ZONING COMMISSION
Zoom Webinar Meeting
Public Hearing

These minutes are a general summary of the meeting and are not a verbatim transcription.

October 27, 2020 Present: Susan Consentino
 Joseph Dowdell
 Joseph Fossi
 George Hanlon
 Robert Hendrick
 John Katz
 Rebecca Mucchetti, Chair
 Ben Nneji
 Charles Robbins, Vice Chair

Also Present: Richard Baldelli, Director, Planning and Zoning, ZEO
 Karen Martin, Assistant Town Planner
 Eileen White, Recording Secretary

Call to Order

Chair Mucchetti called the meeting to Order at 7:00 p.m. She gave an overview of the Agenda and the aspects of Zoom Webinar procedures.

Public Hearing:

1. **#2020-049-A:** Regulation Amendment Application per Sec. 9.2.B of the Town of Ridgefield Zoning Regulations to amend Section 7 (to update submission requirements for erosion and sediment control submissions), Section 9 (to update submission requirements for applications to staff and to the Commission), Section 10 (to update application checklists) and Section 11 (to update submission requirements for floodplain applications). *Commission initiated.*

Ms. Martin read the Legal Notice.

Ms. Martin gave an outline of why the proposed amendments to Sections 7, 9, 10 and 11 of the Regulations was being presented. The proposed amendments were to limit the number of paper copies for Applications to two paper copies and one digital copy.



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Mr. Baldelli stated that the proposed amendments to the Regulation would save time, storage space and money for the Town.

Commissioner Consentino asked if this was a good opportunity to propose a modest technological fee to designate computers for Commissioners use.

Mr. Baldelli stated that any income received by any of the Town Departments would go into the General Account.

Chair Mucchetti said that Commissioner Consentino's suggestion warrants a discussion independent from the proposed amendments that are the subject of this Public Hearing and that this Item would be placed on the November 4, 2020 Agenda for discussion.

Commissioner Hendrick asked for clarification about the Budget/Purchasing process. Mr. Baldelli will gather more information about the Budgeting process and the possible allocation of Commissioner computers for the November 4, 2020 discussion.

Commissioner Hendrick also asked that pdfs showing site plans be in full size to show detail.

Mr. Baldelli said that the New View Permit Cloud, the digital form of Planning and Zoning Applications, should be available sometime in January of 2021.

The Public Hearing closed at: 7:20 p.m.

Hearing no further discussion, the Chair adjourned the Meeting at: 7:20 p.m.

Respectfully submitted,

Eileen White



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2. #2020-054-REV(SP): Revision to Special Permit Application per Section 9.2 of the Town of Ridgefield Zoning Regulations per Section 8.5 Character Resource Preservation to construct a canopy addition/ Terrace renovation at Garden House Building at Keeler Tavern Museum property located at **132 Main Street** in the RA Zone. *Owner/Applicant: The Keeler Tavern Museum & History center. Authorized Agent: Sean O’Kane AIA Architect PC. For discussion*

Mr. O’Kane experienced technical difficulties joining the meeting and did not join the Zoom Webinar until after the Commission had voted.

The Commissioners found that they had been given sufficient materials to vote on this Application in the absence of Mr. O’Kane.

Mr. Katz motioned, Mr. Fossi seconded, to approve as presented. Motion carried 9-0. Effective Date: October 30, 2020.

3. #2020-056-VDC: Village District Application per Section 8.3 and Sec.5.1.B. of the Town of Ridgefield Zoning Regulations for a building sign with lights and awning for a property located at **387-395 Main Street** in the CBD Zone. *Owner/Applicant: Wayne Addressi. Authorized Agent: Elizabeth DiSalvo, % Trillium Architects. For receipt and discussion.*

Although the AAC/VDC did not have a quorum, they approved the Application without modifications.

Mr. Wayne Addressi presented the Application, which included an upgrade of the existing awnings.

Commissioner Katz asked about the amount of lights. Mr. Addressi said that there was a light for each sign, pointing at each sign.

The Chair asked Mr. Baldelli if lights position to uplight the signs comply with regulations. Mr. Baldelli said that, if the light is aimed at the sign, this was sufficient. Based on the cut sheet provided, this was the case.

Mr. Katz motioned, Mr. Robbins seconded, to approve as presented. Motion carried 9-0. Effective Date: October 30, 2020.

4. Planning & Zoning Commission meeting Schedule 2021.

Chair Mucchetti stated that the calendar presented takes into account religious and federal holidays and room availability that will be necessary after the State Emergency ends in February of 2021.



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Commissioner Consentino asked about the submission of applications when the office was not open the day before a Planning and Zoning Commission meeting due to a holiday. Commissioner Fossi said that that aspect of holidays and Commission meeting scheduling had taken place for years.

Mr. Baldelli stated that the statutory receipts of applications are based on the submittal dates and that holidays do not impact the statutory process.

The Chair stated that a calendar is required by the State of Connecticut.

Mr. Robbins motioned, Mr. Fossi seconded, to approve as submitted. Motion carried 9-0.

New Submission:

1. #2020-057-REV(SP): Revision to Special Permit Application per Section 9.2 of the Town of Ridgefield Zoning Regulations per Section 3.2.C.10 to construct an in ground swimming pool at a property located at **15 Bryon Avenue** in the SD R-20 Zone.
Owner/Applicant: Joseph Schementi. For receipt and scheduling a site walk.

Mr. Katz motioned, Mr. Fossi seconded, to Receive, Schedule Individual Site walks, and discussion on November 4, 2020. Motion carried 9-0.

Correspondence

- Connecticut Federation of Planning and Zoning Agencies – Quarterly Newsletter

The Chair stated the Federation encourages their members to express concerns to their State Representatives about the Desegregate CT and legislative initiatives.

The Chair said that Commissioner Katz attended a WestCOG Zoom Meeting of Fairfield County P&Z Chairs at her request. Mr. Katz reported that a consensus of those present was in opposition to some components of Desegregate Connecticut. A white paper is being prepared by and for WestCOG to compile issues for the State Legislature. A zoom meeting of the original group of Fairfield County Chairs will take place November 11.

Approval of Minutes:

- **PZC meeting- October 06, 2020** (Emailed on October 13, 2020)

Mr. Katz motioned, Mr. Robbins seconded, Mr. Fossi abstained, to approve as amended. Motion carried 8-0-1.



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A further discussion about Town e-mail addresses for Commission members took place. The consensus was that, although the concept was useful, using Town e-mail addresses has mostly proved to be unreliable.

Adjourn

Hearing no further discussion, the Chair adjourned the Meeting at: 7:58 p.m.

Respectfully submitted,

Eileen White