

1. Call to Order

The regular meeting was called to order at 8:22 P.M. by Chair Jon Lavy immediately following a Public Hearing. The following Commission members in attendance and seated were Elaine Fitzgibbons, Henry Krempel, Jon Lavy, Steven Merola, Bettie Perreault and Peter Zanardi; attending via ZOOM were Michael Sanders, Seth Fidel, Alternates Pat Bisacky, Shubert Koong. Alternate Bisacky was seated for Keith Sherber. Also present were John Schroeder and Tyler Gilbert.

2. Roll Call and Seating of Alternates

The following Commission members in attendance and seated were Elaine Fitzgibbons, Henry Krempel, Jon Lavy, Steven Merola, Bettie Perreault and Peter Zanardi; attending via ZOOM were Michael Sanders, Seth Fidel, Alternates Pat Bisacky, Shubert Koong. Alternate Bisacky was seated for Keith Sherber. Also present were John Schroeder and Tyler Gilbert.

3. Audience of Citizens – Nothing presented.

4. Old Business

- a. Discussion of Gateway Standards: Lavy reported the Gateway Commission is undertaking a review of its regulations. No review for Chester will be undertaken pending further action by the Gateway Commission.
- b. Status of Land Use Office and Zoning desk: Lavy reported the office is functioning well, all phone calls and emails have been responded to promptly and issues presented have been addressed quickly. Pending approval from the First Selectman, property files for the Land Use Office need to be cleaned out and organized for more efficient operations.
- c. Appointment of Committee: Zoning Enforcement Officer: Lavy advised Patricia Bisacky and Henry Krempel, along with Bettie Perreault would serve on the Committee. Members will use the Town's job description from the Personnel Policy Manual for guidance. The first meeting of this Committee will be scheduled as quickly as possible, with a goal of having a qualified replacement identified and selected by early in the New Year.

5. New Business

- a. Special Exception Application #SE 10-05-20: 43, 45, 47 Main Street, Chester, CT

Commission members reviewed and discussed the proceedings of the Public Hearing. Items brought up and considered included attention to signage, lighting, restrictions on entertainment and/or music outside of the building, ensuring the W.P.C.A. is notified of all changes in uses and the importance of communication with other property owners and tenants on Main Street.

**On Motion by Michael Sanders, seconded by Seth Fidel, application for Special Exception 10-05-20 was unanimously approved, with the following conditions:**

- (1) Any identification of a potential proposed use for 45 Main Street is to be removed from the submission and its approval;**
  - (2) At such time as a proposed use is determined for 45 Main Street, application for and approval of Special Exception will be required;**
  - (3) Non-retail uses presently permitted by the Village District Regulations will not require additional approvals by the Planning & Zoning Commission;**
  - (4) Compliance with all regulations and requirements of the Water Pollution Control Authority will be required;**
  - (5) Compliance with all regulatory authorities and codes (Building, Sanitation, Fire Marshal, other municipal agencies, etc.) before, during and upon completion will be required;**
  - (6) Any bonding requirements associated with public property as determined by the affected authority will be required;**
  - (7) No entertainment or music, live or projected, shall be allowed outside the building.**
6. Other – Guests or Members – The guests left the meeting and there was nothing further brought up.
  7. Report of Officers and Subcommittee
    - a. As the acting Zoning Compliance Officer, Chair Lavy confirmed details of his earlier report associated with the Zoning desk.
  8. Communications, Receipt of New Petitions, New Applications received after posting of Agenda
    - a. There was no correspondence to report.
    - b. Application was received for a two-lot re-subdivision of 52 Deep Hollow Road submitted by Bryan Knudsen. The Commission will schedule a Public Hearing for its next regular meeting on December 10, 2020.
  9. Approval of Minutes: October 8, Public Hearing and Regular Meeting.

**On Motion by Henry Krempel, seconded by Peter Zanardi, the minutes of the October 8, 2020 Regular Meeting were unanimously approved, with Elaine Fitzgibbons and Michael Sanders abstaining.**

10. Pending Litigation: There is no pending litigation.

11. Adjournment

There being no further business to come before the Commission,

**On Motion by Seth Fidel, seconded by Henry Krempel, the meeting adjourned at 8:50 P.M.**

Respectfully submitted,

*Bettie Perreault*

Secretary