

approved by the Commission on \_\_\_\_\_  
TOWN OF MONTVILLE  
**MEETING MINUTES**

**PLANNING & ZONING COMMISSION**  
310 NORWICH NEW LONDON TPKE.  
PHONE (860) 848-8549 x379 Fax (860) 848-2354  
**April 23, 2013**

1. **Call to Order.** Chairman Pieniadz called the April 23, 2013 meeting of the Montville Planning & Zoning Commission to order at 7:00 p.m. in the Town Council Chambers.
2. **Pledge of Allegiance.** All rose and pledged the flag.
3. **Roll call and seating of Alternates:**  
**COMMISSION MEMBERS PRESENT:** Commissioners Desjardins, Ferrante, Jurczyk, Katske, Pieniadz, Polhemus, Siragusa, Toner, and Alternate Commissioners Bolles and Yeitz. (8 regular members and 2 alternates)  
**COMMISSION MEMBERS ABSENT:** Commissioners Mastrandrea (1 regular member). Alternate Commissioner Yeitz was seated for Commissioner Mastrandrea.  
**STAFF PRESENT:** Marcia Vlaun, Town Planner.
4. **New Business:**
  1. **Action items:** none
  2. **Not ready for action:** none
5. **Public Hearings:** none
6. **Old Business:**
  1. **Action Items:**
  2. **Not Ready For Action:** none.
8. **Zoning Matters:**
  1. **Action Items:** none.
  2. **Non-Action Items:** none.
  3. **Zoning Officer's Report:** ZEO Reports were distributed to the Commissioners. Staff also informed the Commission of an Initial Inquiry and two Cease and Desist Orders that were recently issued.
9. **Communications:** Staff informed the Commission of a letter from the Town Clerk, Lisa Terry informing them that the use of cell phones (by Commission and Board members) while at meetings is in violation of FOI rules and is a prohibited act. Staff distributed a copy of a newspaper article concerning individual members of a municipal commission being sued and stressed the importance of "being careful".
10. **Minutes:**
  - a.) Acceptance of the minutes from the regular meeting of March 26, 2013. A **MOTION to ACCEPT** was made by **COMMISSIONER DESJARDINS; SECONDED** by **COMMISSIONER YEITZ**. Voice vote. 6-0-3 with Commissioners Ferrante, Jurczyk, and Polhemus abstaining. **MOTION CARRIED.**
11. **Other business to come before the Commission:**
  - a.) Capital Improvement Plan. Staff reviewed the Plan with the Commission. It was determined that the Plan was consistent with the POCD. Discussion was held. A

**MOTION** was made to forward a **FAVORABLE §8-24 Review** by **COMMISSIONER DESJARDINS; SECONDED** by **COMMISSIONER JURCZYK**. Voice vote. 9-0-0 All in favor. **MOTION CARRIED**.

- b.) To review and revise ordinance titled "Ordinance Amending Chapter 289, Ordinance No. O-G-4, Ordinance Regulating Peddlers, Vendors and Solicitors" and to report any revisions to the Town Council by their July 8, 2013 regular meeting. The history of the ordinance was discussed. Discussion was held which included, but was not limited to the following concerns; safety, parking, curb cuts, site plans, rules for operation, enforcement actions, traffic, fairness to brick & mortar establishments, compliance with the Plan of Conservation and Development, and the ordinance not being forwarded to the Public Safety Commission for their comment. The consensus of the Commission was that they will come up with framework for a unified permit for them to issue similar to how they now issue Home Occupation Permits. There would be no fee for the permit, but it would go hand in hand with the vendor/peddler license. Standardized criteria would apply to all permits. Chairman Pieniadz will contact the Chairman of the Public Safety Commission for their comment. The Commission will look at the framework at their next meeting.

**12. Adjourn:** The meeting adjourned at 8:17 p.m.

Respectfully submitted,

Judy A. LaRose  
Recording Secretary

**AN AUDIO RECORD OF THE MEETING IS ON FILE IN THE MONTVILLE TOWN CLERK'S OFFICE**