

PLANNING AND ZONING COMMISSION

**TOWN OF ASHFORD  
REGULAR MEETING  
January 11, 2016**

**Present:** Jeff Silver-Smith (Chairman), Janet Bellamy (alt.), Alex Hastillo, Doug Jenne, Tim Moran (alt.), Gerry Nagy, Richard Williams, Bob Zaicek, and Francine Hodovan (Recording Secretary).

**Guests:** Bill Darcy.

**1. Call to Order:** The January 11, 2016 regular meeting of the Ashford Planning and Zoning Commission was called to order by Chairman Jeff Silver-Smith at 7:00 p.m.

**2. Seating of Alternates:** Ms. Bellamy was seated for Mr. Yakovleff and Mr. Moran was seated for Mr. Paul.

**3. Review of Meeting Minutes for December 14, 2015 Regular Meeting:**

**MR. NAGY MOVED AND MR. HASTILLO SECONDED A MOTION TO APPROVE THE MINUTES OF THE REGULAR MEETING OF THE P&ZC OF DECEMBER 14, 2015 WITH THE FOLLOWING CORRECTIONS.**

**VOTING FOR: SILVER-SMITH, BELLAMY, HASTILLO, JENNE, MORAN, NAGY, AND WILLIAMS. VOTING AGAINST: NONE. ABSTAINING: ZAICEK. MOTION PASSED 7 TO 0.**

Corrections: Mr. Moran should be designated as an alternate in the attendance list. He was not seated for voting purposes for any motions until 8:55 p.m. and was seated for Mr. Zaicek who left the meeting at 8:55 PM and therefore should not be counted in any of the votes under Cumberland Farms, Inc. Application, or any of the POCD Discussion until the Written Submission from Mr. Anthony Paticchio, dated 12-14-2016. Ms. Bellamy was not seated and should not be counted in any of the votes during this meeting. Remove Mr. Zaicek's name from the vote to adjourn.

**4. Bills:** Ms. Hodovan submitted a bill for tonight's meeting. which was signed by Chairman Silver-Smith. **MR. HASTILLO MOVED AND MR. NAGY SECONDED A MOTION TO APPROVE BILL SUBMITTED BY MS. HODOVAN FOR THE TAKING OF MINUTES FOR THE JANUARY 11, 2016 MEETING. VOTING FOR: SILVER-SMITH, BELLAMY, HASTILLO, JENNE, MORAN, NAGY, AND WILLIAMS, ZAICEK. VOTING AGAINST: NONE. ABSTAINING: NONE. MOTION PASSED 8 TO 0.**

**5. Communications:** Letter received from Ms. Elizabeth P. Makuch, Eastern Highlands Health District Grants Projects Coordinator requesting to be invited to a meeting of the P&ZC to discuss health opportunities for the town. Mr. Silver-Smith will invite her to the February 8, 2016 meeting.

**6. Old Business:**

**A. Plan of Conservation Development (POCD):** Mr. Silver-Smith stated that he had read the final version of the POCD last weekend and except for the unfortunate misspelling of his name, the document is ready to be submitted. Mr. Hastillo will forward an electronic copy of the final draft to all committee members. Mr. Silver-Smith urged everyone to read the final document and requests that a motion be made to accept the POCD with the final correction. A copy will be sent to all Chairpersons of all Boards and Commissions as well. It was also noted that Mr. Alexander from NECCOG will provided a copy of their report to accompany the POCD when it is filed with the Office of Policy and Management (OPM) for the State of CT.

A notice will be published in the Chronicle this week. The next anticipated review date for the POCD will be in January of 2017.

**MR. WILLIAMS MOVED AND MR. ZAICEK SECONDED A MOTION TO ACCEPT THE FINAL DRAFT OF THE PLAN OF CONSERVATION AND DEVELOPMENT TO BE EFFECTIVE AS OF FEBRUARY 1, 2016 AND TO SUBMIT IT TO THE TOWN CLERK ON TUESDAY, JANUARY 12, 2016, AND TO HAVE IT SUBMITTED TO THE TOWN WEBMASTER TO BE UPLOADED TO THE TOWN WEBSITE BY JANUARY 13, 2016. VOTING FOR: SILVER-SMITH, BELLAMY, HASTILLO, JENNE, MORAN, NAGY, WILLIAMS AND ZAICEK. VOTING AGAINST: NONE. ABSTAINING: NONE. MOTION PASSED 8 TO 0.**

**7. New Business:**

**A. Discussion of P&ZC Member Training of Procedures:** Chairman Silver-Smith spoke with the attorney at Sage and Halloran and polled the members of the commission for their availability of a special meeting specifically for training of the P and Z members. Consensus was for meeting on January 25, 2016 at 6:00 p.m. where the attorney will be present to discuss items such as moral and ethical issues, procedures, etc. Mr. Silver-Smith will warn the meeting and request a room. Mr. Hastillo will notify commission members.

**B. Discussion of Ashford P&ZC Bylaws:** There is some discussion about whether bylaws are required or not, but the Planning and Zoning Commission has established bylaws that are in need of review, possibly converting to policies and procedures. Mr. Hastillo passed out the current bylaws dated 2006. Mr. Silver-Smith stated that he would like everyone to read and note changes or corrections as needed. Commission members are to please contact either him or Mr. Hastillo with any corrections or changes they identify.

**8. Zoning Enforcement Officer's Report:** None.

**9. Other Business:** Comment from Mr. Silver-Smith regarding important issues to be addressed by the commission in upcoming meetings include corrections to current regulations and addressing the alternative energy addition to the regulations, He also stated that it may be prudent to bring some unbiased experts to discuss alternative energy when the regulations are being updated.

**10. Public Comments:** None.

**11. Adjournment: MR. WILLIAMS MOVED AND MS. BELLAMY SECONDED A MOTION TO ADJOURN. VOTING FOR: SILVER-SMITH, BELLAMY, HASTILLO, JENNE, MORAN, NAGY, WILLIAMS AND ZAICEK. VOTING AGAINST: NONE. ABSTAINING: NONE. MOTION PASSED 8 TO 0.**

The January 11, 2016 meeting of the Ashford Planning and Zoning Commission adjourned at 7:47 p.m.

Respectfully submitted,

Francine Hodovan  
Recording Secretary