

\MORRIS PLANNING & ZONING COMMISSION  
COMMUNITY HALL ◦ 3 EAST STREET ◦ MORRIS, CONNECTICUT 06763

Regular Meeting Morris Town Hall and Live on Zoom

May 7th 2026 at 7:00 pm

Call in # 1-929-205-6099

<https://us02web.zoom.us/j/87178806693?pwd=2d1WbgbeW12DvJFZVUhhjabLFUih8bj.1>

Meeting ID: 871 7880 6693

Passcode: 330602

Noah Butler	David Wiig Chairman	
Helen White	Dylan Hovey	Alternates:
Erika Leone	William Ayles Jr. (Vice-Chairman)	
Douglas Barnes (Secretary)	Veronica Florio	
	Kim Dore	Michael Delaney
	Staff: ZEO Tony Adili	
	Planner: Janell Mullen	

**Agenda**

- 1. Call to Order**
- 2. Agenda Review**
- 3. New Business**
  
- 4. Old Business**
  
- 5. Other Business**
  
- 6. Complaints**
  - a. 376, 378, 380, and 382 Bantam Lake Road**
  
  - b. 30 Burgess Road**
  
  - c. 194 Todd Hill Road**
  
  - d. 198 East Street**
  
  - e. 153 East Shore Road**
  
- 7. Communication and Bills**
  - a. ZEO Report**
    - i. Proposed Fee Changes**
  
  - b. 120 Burgess Road: Received Notification of Withdrawal from Plaintiff  
Case Number: LLI-CV-23-6034897-S**
  
- 8. Adjourn**









**From:** [Ed](#)  
**To:** [Morris Planning & Zoning Commission](#)  
**Subject:** Fwd: Harvest moon  
**Date:** Thursday, April 9, 2026 2:05:48 AM

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Begin forwarded message:

**From:** Ed <elillis@optimum.net>

**Subject:** Harvest moon

Harvest moon operating on Saturday and cutting with the doors open.

Also before hours trucks on

2/6/2026

3/5/2026

Harvest moon also cutting with doors open on every nice day.

Reply that you received this please

Ed Lillis

<IMG\_6558.JPG>

## SECTION 62 -- SIGNS

General: Unless otherwise provided in this Section, no sign shall be established, constructed, reconstructed, enlarged, extended, moved, or structurally altered until a Zoning Permit has been approved by VOTE of the Commission. It is the purpose and intent of this Section to accommodate the establishment of signs necessary for identification, direction, and reasonable commercial promotion while avoiding signs of a character, as well as proliferation and extension of signs, that would be detrimental to the public health and safety, property values, and the appearance and beauty of the community.

All signs shall conform to the provisions hereinafter specified and to any additional conditions or limitations that may be imposed by the Commission in connection with the approval of a Site Plan or Special Exception.

Definition: The term "sign" shall include every sign, billboard, illustration, insignia, lettering, picture, display, banner, pennant, flag, or other device, however made, displayed, painted, supported, or attached, intended for use for the purpose of advertisement, identification, publicity or notice, when visible from any street or from any lot other than the lot on which the sign is located and is either (1) located out-of-doors or (2) located indoors and intended to be viewed from outside the building.

The term "sign," however, shall not include any flag, pennant, or insignia of any governmental unit or non-profit organization, any traffic or directional sign located within the right-of-way of a street when authorized by the Town of Morris or State of Connecticut nor any illustrations, insignia or lettering which are an integral and permanent part of the architecture of a building approved under a Site Plan or Special Exception.

The term "temporary roadside signage"- a sign assembly of 1 or 2 sides where each side does not exceed a maximum width at any point of 24 inches measured horizontally, and a maximum height at any point of 36 inches measured vertically from grade.

Standards -- All Districts: Signs in all Districts shall conform to the following standards:

1. Purpose: All signs, except as hereinafter provided, shall advertise, identify, or give publicity or notice only with respect to use of land, buildings or structures on the lot where the sign is located. When such use shall have been discontinued for a continuous period of twelve (12) months, all signs pertaining thereto shall be removed or otherwise eliminated.

- a. Exception: Notwithstanding the provisions of Paragraph 1, above, an existing commercial enterprise may establish two (2) directional signs on another lot or lots, provided that such directional signs are no longer than 36 inches nor wider than eight (8) inches, are painted in

black letters on white background, are located in a Commercial or Industrial District or Planned Development District and are not located within the right-of-way of any street.

2. Location: No sign shall be located within or hang over the right-of-way of any street, except that a sign attached to the wall of a building may project fifteen (15) inches into such right-of-way, provided that such projection does not occur within ten (10) feet vertical clearance of the ground.

3. Projecting and Hanging Signs: No sign shall project over or hang over any sidewalk, driveway, walkway, roadway or accessway, except that signs attached to the wall of a building may thus

project not more than fifteen (15) inches there from, provided that such projection does not occur within ten (10) feet vertical clearance of the ground.

4. Obstructions: No signs shall be located or maintained so as to be a hazard to traffic or pedestrians, to obstruct any door, window, ventilation system or fire escape or exit, or to cause any other hazard to the public health or safety.

5. Light and Motion: No flashing signs and no revolving, waving or other moving signs are permitted. Internally illuminated signs shall not be permitted. External lighting associated with sign illumination shall be downward facing.

EXEMPTION: Digital Media Signage or Displays where associated with Municipal and Public Safety Buildings.

Standards -- Residence Districts: In addition to the standards specified in under "Standards -- All Districts," all signs in Residential Districts shall conform to the following standards:

1. Purpose: The following signs are permitted, and no other:

a. On any lot, one (1) identification sign not exceeding three (3) square feet in area, giving only the name of the premises and/or of the occupant, or where announcing a permitted home occupation or professional office on the premises.

b. On a lot where the premises are for sale or for rent, three (3) real estate signs not exceeding twelve (12) square feet in area (total all signs) and not referring to any other premises.

c. On a tract of land for which a subdivision map has been approved by the Commission, one (1) real estate sign not exceeding 20 square feet in area for a period of one (1) year, subject to renewal annually and only during the development of the tract.

d. Building contractors' and designers' signs pertaining to the buildings under construction; the total area of such signs shall not exceed 32 square feet, and such sign shall be removed within 30 days after completion of the project.

e. Private warning and traffic signs, with no advertising thereon, each not exceeding two (2) square feet in area.

No Zoning Permit and No Certificate of Zoning Compliance are required for signs permitted under Subparagraphs 1.a, 1.b, 1.e of section "Standards -- Residential Districts."

2. Location and Height:

a. Signs permitted under Paragraph 1.c and 1.d of Section "Standards -- Residential Districts" shall not extend within less than ten (10) feet of any property line or street line; other signs may extend to the property line or street line.

b. Signs attached to buildings may project into the area required for setback provided that the sign does not project more than fifteen (15) inches from the wall of the building.

c. No sign attached to the ground shall exceed a height of ten (10) feet.

Standards -- Other Districts: Signs permitted under Paragraph "Standards -- Residential Districts" are permitted in all other Districts. In addition to the standards specified in Paragraph "Standards -- All Districts," all other signs in the Commercial and Light Industrial District shall conform to the following standards:

1. Commercial Districts:

a. Free Standing Sign: On a lot, one free standing sign attached to the ground is permitted, and such sign shall not exceed 20 square feet in area, except that any sign may be increased in area by 12 square feet for each full 200 feet of frontage of the lot on a State Highway in excess of 200 feet, provided that the total area of such sign shall not exceed 32 square feet.

The setback distance from the base of the sign to any property line may not be less than 10'.

b. Free Standing Sign Height: The maximum height of a free-standing sign shall be as follows:

CA district 8'

LCD district 8'

LRD district 8'

CB district 8'

c. Signs Attached to Buildings shall not project more than fifteen (15) inches from the wall of the building, except that signs not exceeding 24 square feet in area may project up to eight (8) feet from such wall provided that there be a clearance of not less than ten (10) feet from the ground level to the sign; and

d. Wall Signs: One wall sign, including a projecting sign, shall be permitted attached to one (1) wall of a building. The area of a wall sign shall not exceed 20% of that portion of wall area determined by measuring the length of the wall and its height up to twelve (12) feet above ground level, or twenty (20) square feet, whichever is less.

e. Composite Directory Sign: For a commercial development in a Commercial District where there is more than one separate and distinct commercial use, the Commission may, as a Special Exception, permit a composite directory sign for all uses.

The maximum size of a composite sign shall be fifty (50) square feet. As part of the Special Exception application, the applicant shall submit a rendering of the proposed sign.

f. Additional Freestanding Sign: Where there is more than one commercial building on a lot in a Commercial District and where such buildings are served by more than one driveway, the Commission may, as a Special Exception, permit more than one freestanding sign. In approving such Special Exception, the Commission shall determine that due to lot, building, or driveway location, or other conditions relating to the particular site, an additional sign will enhance the safety and convenience of vehicular access to the development. The second sign, where permitted, shall be clearly secondary in size to the primary freestanding sign on the lot.

g. Temporary Roadside Signage: On a lot with frontage up to and including 200 feet, Two (2) temporary roadside signs shall be permitted to be displayed during business hours.

Overnight display of temporary roadside signage will NOT be permitted.

Temporary roadside signage shall be permitted on weekdays, Saturdays, and Sundays.

On lots exceeding 200 feet of frontage, one (1) additional sign shall be permitted for each additional 100 feet of frontage. The maximum number of temporary roadside signs shall not exceed five (5) on any single lot.

No illumination of temporary roadside signs shall be permitted.

As part of the Special Exception application, the applicant shall submit a rendering of the proposed sign.

3. Light Industrial Districts:

a. Free Standing Sign: On any lot, one (1) sign attached to the ground is permitted, and such sign shall not exceed thirty (30) square feet in area nor a height of eight (8) feet. The minimum setback shall be ten (10) feet

b. Wall Signs: A wall sign attached to a building shall not project more than fifteen (15) inches from the wall of the building, except that projecting wall sign not exceeding twelve (12) square feet in area may project up to four (4) feet from such wall provided that there be a clearance of not less than ten (10) feet from the ground level to the sign or twenty (20) square feet, whichever is less.

One wall sign, including a projecting sign, shall be permitted attached to one (1) wall of a building. The area of a wall sign shall not exceed 15% of that portion of wall area determined by measuring the length of the wall and its height up to twelve (12) feet above ground level.

Measurements: Any sign may be double facing, and when a sign is attached to the ground only one face shall be counted in determining conformity to sign area limitations. All dimensions for signs shall be based on measurements to the outside edge of the sign, excluding any structure necessary to support the sign. The area of any sign shall be the entire area encompassed by the perimeter of the sign and shall include any open area within the perimeter such as the open space between a series of linked signs. The perimeter shall be the polygon formed by connecting all of the outermost edges or points of the sign.

For signs fashioned by a series of linked letter outlines ie-no "frame", the perimeter shall be considered the outermost points or edges of letters therefore incorporating "negative space" in the letters as counting toward total area.

Exemption: These Regulations shall not apply to signs used in conjunction with a farm related activity provided such signs shall not exceed 32 square feet in area. These Regulations shall not apply to signs erected in conjunction with events conducted and sponsored by any non-profit organization, tag-sales or garage sales, providing all such signs shall not exceed 32 square feet in area, and shall be removed within 48 hours after said event.

## SECTION 51 - STANDARDS AND REQUIREMENTS FOR SITE PLANS

General: The following regulations (**Section 51**) shall apply to the submission and administrative review of Site Plans for the establishment of certain uses of land, buildings, and other structures as specified in these regulations.

All applications for a Zoning Permit shall require submission of a Site Plan in accordance with the requirements of **Section 8**: Additional Standards.

### Site Plans- Submission Requirements:

1. Application: The Site Plan shall be submitted to the Zoning Enforcement Officer with an application and a fee.
2. Site Plans: In accordance with **Section 8**, a site plan shall be prepared and stamped/sealed by a CT licensed land surveyor, Professional Engineer and/or landscape architect. A site plan shall be drawn to a scale of not less than forty (40) feet to the inch and shall show the following information (when applicable to determine compliance):
  - Properties lines and the applicable property line setbacks
  - Contours at an interval not exceeding two (2) feet or equivalents ground elevations
  - Location(s) of buildings/structures (existing and proposed), including docks wharfs, retaining walls, parking, fencing, driveways, and other property improvements
  - Signs and outdoor illumination (see **Section 67**)
  - Site access such as adjacent public right-of-way's or private drives
  - Outside storage areas
  - Sanitary systems
  - A calculation of all paved and impervious surface areas
  - Watercourses, wetlands, and/or waterbodies
  - Stormwater management systems (see **Section 51**)
  - Landscaping and landscaping features including natural terrain
3. Architectural Plans: Where required to determine compliance, architectural plans shall be submitted in accordance with the establishment of certain uses of land and may be requested by the Commission to determine compliance.
4. A Stormwater Management Plan (SWPPP): An Erosion & Sedimentation Control Plan shall be submitted with any application for development in any District when the disturbed area of such development is cumulatively more than one/half (1/2) acre. A single- family dwelling that is not a part of a subdivision of land shall be exempt from these erosion and sediment control regulations. The SWPPP shall be designed in accordance with the requirements of the Town of Morris Low Impact Sustainable Development Design Manual.

The applicant shall indicate (in mapped and narrative form) the measures to be taken to control erosion and sedimentation both during and after construction. The plan and its specific measures shall be in accordance with the principles and the minimum standards of the 2004 Connecticut DEEP Guidelines for Erosion and Sediment Control (as may be amended from time to time).

- A. A narrative describing the -
  1. Development project

2. Phasing Plan and schedule for –
  - a) All major construction activities indicating the anticipated start and completion of development,
  - b) Creating and stabilizing disturbed areas,
  - c) Grading operations, and
  - d) Applying erosion and sediment control measures and facilities to the land.

3. Design criteria, construction details, detailed installation/application procedures and maintenance programs.

B. A Site Plan map to show –

1. Existing and proposed topography
2. Within disturbed areas, topographic contours shall be shown at no less than two (2) foot intervals based upon field survey.
3. Proposed site alterations and disturbed areas, including cleared, excavated, filled, or graded areas.
4. Location of and other detailed information concerning erosion and sediment measures and facilities.
5. Provisions to handle runoff from active construction areas and prevent the discharge of runoff to the maximum extent practical to off-site areas.

Site Plans- Approval Criteria: In acting upon an application, the Commission shall consider the following:

1. All required or necessary information has been provided by the applicant so that compliance can be determined.
2. The proposal complies with all other applicable sections of the Zoning Regulations including, but not limited to, dimensional requirements, permitted uses, parking, signs, lighting, and any special regulations applying to the subject use and/or zoning district as well as compliance with the requirements of the Town of Morris Low Impact Sustainable Development Design Manual, where applicable.
3. The applicant has considered all other applicable local, state, and Federal requirements including subdivision approvals and necessary permits from other agencies, such as the Inland Wetlands & Watercourse Agency.
4. Careful consideration has been given to the site access, its internal circulation, as well as egress from the site to the public right-of-way.
5. Location and type of signage and lighting as well as landscaping, parking, and loading areas and overall site grading to prevent the degradation of the natural environment.
6. The proposal has adequately addressed potential public adverse effects and will not diminish the health, safety, and welfare within the Town of Morris.

Approval: The Commission may approve or deny a Site Plan as well as allow an applicant to modify a submission for additional review.

Performance Bond: Upon approval by the Commission, the applicant may be required to post a performance bond in form and amount satisfactory to the Commission, and with a bonding company licensed to do business in the State of Connecticut, as surety conditioned on the carrying out of the proposal per plan, and providing that in case of default, the surety shall promptly take any and all steps necessary to comply with said conditions.

## SECTION 52 - STANDARDS AND REQUIREMENTS FOR SPECIAL EXCEPTIONS

General: In accordance with the procedures, standards and conditions hereinafter specified, the Commission may approve a Special Exception in a District where such uses are listed. All requirements of this Section are in addition to other requirements applicable in the District in which the Special Exception use is to be located.

Purpose: Uses permitted as Special Exception uses subject to the approval of the Commission are deemed to be permitted uses in their respective districts, subject to the satisfaction of the requirements and standards of this Section. Special Exception uses that may be permitted in a District are unusual uses that under favorable circumstances will be appropriate, harmonious and desirable uses in the District but that possess such special characteristics that each use should be considered as an individual case.

### Special Permit – Submission Requirements-

1. Application: An application and the required fee for a Special Exception shall be submitted in advance of a regularly scheduled Commission meeting in order to be received. :
2. Statement of Use: A written statement describing the proposed use in sufficient detail shall accompany the required application form & fee.
3. Site Plan: Four (4) full-sized copies of Site Plan (in accordance with the provisions of **Section 8** and **Section 51**).

Waiver: The Commission, upon written request by the applicant, may by 2/3 vote waive the required submission an element of a site plan (**See Section 8**); if the Commission finds that the information is not necessary in order to decide on the Application.

4. Architectural Plans: Architectural plans, which may be in preliminary form, in accordance with the provisions of **Section 51**, where applicable to determine compliance.
5. Stormwater Pollution Prevention Plan (SWPP): In accordance with **Section 51**, where applicable.

Approval Criteria- General Standards: The Commission shall determine whether the Special Permit use satisfies the relevant standards and regulations and whether any conditions are necessary to protect the public health, safety, and welfare.

All Special Exceptions are subject to the following General Standards:

1. All required and necessary information has been provided by the applicant so that compliance can be determined.
2. The proposed use is a permissible use as set forth in the Town of Morris Zoning Regulations and the proposed use is compatible with the Town's Plan of Conservation and Development.
3. The location, size, and specifics of the proposed use and the nature and the intensity of the use in relation to the size of the lot and its surroundings will be in harmony with the orderly development of the Town and compatible with other existing uses.

4. Proper consideration has been given to the environmental quality of the proposal, including SWPPP, proposed grading and other features as well as proper use and preservation of the site's natural features. The size, location, height of the structures, and the nature and extent of the site work, and the nature and the intensity of the use shall not hinder or discourage the use of neighboring properties.

Approval: The Commission may grant, grant subject to specific conditions, or deny the Special Exception application.

Performance Bond: Upon approval by the Commission, the applicant may be required to post a performance bond in form and amount satisfactory to the Commission, and with a bonding company licensed to do business in the State of Connecticut, as surety conditioned on the carrying out of the proposal per plan, and providing that in case of default, the surety shall promptly take any and all steps necessary to comply with said conditions.

Special Standards: The proposed use and the proposed buildings and structures shall also conform to the following Special Standards:

1. Convalescent Homes and Hospitals: Convalescent homes, private hospitals, and sanitariums shall be licensed by the State of Connecticut and shall conform to the following Special Standards:
  - a. The use shall be located on a lot with a minimum area of ten (10) acres, and there shall be no more than one (1) patient bed for each 10,000 (ten thousand) square feet of lot area.
  - b. No building or other structure established in connection with such use shall extend within less than one-hundred (100) feet of any property or street line.
  - c. The use shall be served by adequate water supply and sewer.
  - d. The use shall comply in all respects to applicable laws and regulations of the State of Connecticut.
  - e. The application shall be accompanied by a report from the Torrington Area Health District attesting to the adequacy of the proposed utilities, location, Site Plan, buildings and facilities for its intended use.
  - f. The application shall be accompanied by a report from the Fire Marshal attesting as to the safety of the proposed location, buildings and facilities.
2. Clubs: Golf, tennis, swimming, or other similar clubs shall be located on a lot of not less than 5 acres and no building, structure, or recreation facility established in connection with such use shall extend within less than one hundred (100) feet of any property or street line.
3. Public Utility Substations: Public utility substations and telephone equipment buildings shall conform to the following Special Standards:
  - a. Any equipment or utility facilities not located in a building shall be enclosed on all sides by evergreen shrubs or trees or by buildings, fences, walls, or embankments, so as to be screened from view from any other lot or from the street.
4. Commercial Kennels and Stables: Commercial kennels, livery, and boarding stables, and riding academies shall be located on a lot of not less than ten (10) acres. Dogs shall be kept in buildings, enclosures, or runs located not less than two hundred (200) feet from any property or street line. Any building in which horses, ponies, or donkeys are kept, as part of a commercial stable or riding

academy with ten (10) or more such animals, shall be located not less than 100 feet from a property or street line.

5. Home Occupation: A home occupation as defined here shall be allowed as a Special Exception in Districts as specified in these Regulations subject to the general requirements of this Section, where applicable the requirements of Section 67 and the following specific standards and criteria.
  - a. Statement of Purpose. The purpose of the home occupation section of these Regulations is to provide the opportunity for the use of the home for limited business purposes subject to criteria which are designed to minimize the conflict of the home occupation use with surrounding residential uses.
  - b. Standards and Criteria. The following standards and criteria shall be applied by the Commission in reviewing and deciding upon any application for a home occupation Special Exception.
  - c. There shall be no noise or electrical interference associated with the home occupation use which exceeds that which is typical for a residential use without the home occupation.
  - d. The home occupation use may occupy a portion of the primary residence or an accessory structure. The home occupation use shall be clearly secondary to the residential use of the dwelling and shall not change the residential appearance of the lot or the residential character of the neighborhood. The lot area shall be not less than the minimum lot area for the District; however the Commission may approve a home occupation use on a lot of less than the minimum lot size where it finds the lot is of a size and shape adequate to accommodate the proposed use.
  - e. The total floor area occupied by the home occupation use (not including the area of an accessory building devoted to storage) shall be not more than 50% of the total floor area of the primary residence defined in Section 9 of these Regulations.
  - f. The application shall include building layout plans clearly drawn to scale which show the floor area and layout of the residence and/or accessory building and the floor area (in square feet) devoted to the home occupation use.
  - g. The home occupation use may occupy an accessory building if the location, appearance, and scale of the accessory building are consistent with the residential character of the lot and the neighborhood. The applicant shall demonstrate that the type and intensity of the proposed use in the accessory building will not alter the primary residential character of the lot.
  - h. There shall be no exterior evidence of the home occupation except permitted signs and required off-street parking.
  - i. There shall be no retail sales, except for the sale of those products usually produced in a single home, garden, farm, or nursery, provided that such are created entirely on the premises, such as: home baking, needlework, dressmaking, tailoring, fruits and produce, home preserves, and the like, also the sale of products of arts and crafts based on individual talent, provided such are created entirely on the premises, such as painting and illustrating, wood carving and cabinet making, ceramics, writing, sculpture, ornamental glass and metal working, and the like.

- j. The use shall be conducted by the owner-resident of the premises. Resident family members may be employed in the home occupation. No more than two (2) non-resident persons shall work on the residential lot in association with the home occupation use.
- k. Storage of goods, supplies, or other material associated with the home occupation shall be entirely enclosed within a building. There shall be no visible display of goods, supplies, or other material associated with the home occupation use.
- l. Off-street parking shall be provided to accommodate the parking needs of the home occupation. Off-street parking in excess of four spaces shall be screened from view from the public street or from adjoining property. The Commission may limit the number of parking spaces as a condition of the permit.
- m. Parties for the purpose of selling merchandise or taking orders shall not be held more often than four (4) times each month.
- n. The operation of a home occupation use shall require a written permit. This permit will be issued by the ZEO following approval of a Special Exception by the Commission.
- 6. Shop and Storage Use by Contracting and Building Tradesmen: Shop and storage use by contracting and building tradesmen or a landscape service use, including but not limited to plumbers, electricians, contractors, painters, and similar occupations shall be allowed as a Special Exception in Districts as specified in these Regulations, in association with a single family residential lot, subject to the general requirements of this section, where applicable the requirements of Section 67 and the following specific standards and requirements:
  - a. Statement of Purpose. The purpose of the shop and storage section of these Regulations is to provide the opportunity for the use of the home for limited local contracting services' purposes, subject to criteria which are designed to minimize the conflict of the shop and storage use with surrounding residential uses.
  - b. Standards and Criteria. The following standards and criteria shall be applied by the Commission in reviewing and deciding upon any application for a shop and storage Special Exception.
  - c. No such shop use shall occupy a total floor area in the residence and/or in an accessory building (not including floor area devoted to storage in an accessory building) greater than 50% of the floor area of the principal building. The lot area shall be not less than the minimum lot area required for the District.
  - d. Any such use must be conducted by the owner-resident of the premises and the work conducted on site shall be incidental to the work of such tradesman off the premises. Resident family members may be employed on the premises and in the shop and storage use. No more than two (2) non-resident persons shall work on the residential lot in association with the shop and storage use.
  - e. No retail sales shall occur on the residential premises. There shall be no visible display of goods, supplies or other materials associated with the shop and storage use.
  - f. An outside storage area may be permitted where it can be properly provided for on the lot. Outside storage shall not be permitted in the front or side yards, and the total outside storage area

shall not exceed 10,000 square feet. The Commission may require landscape buffering of any planned outside storage area.

- g. The Commission may limit the number and type of vehicles associated with the shop and storage use. The number of parking spaces may be limited by the Commission and it may require a landscape screen of the parking area.
- h. No additional off-street parking space shall be created between the street and principal building.
- i. The application shall include a building floor plan, clearly drawn to scale, which shows the floor area, layout of the residence and/or accessory building, the floor area (in square feet) devoted to the use. The Site Plan shall show the area proposed for outside storage which shall be clearly marked in the field.
- j. The operation of the shop and storage use shall require a written permit. This permit will be issued by the ZEO following approval of a Special Exception by the Commission.

# Zoning Fee Update Proposal

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## 1. Administrative Zoning Permit Fees

Current Fee Structure:

Town Fee: \$45.00

State Fee: \$60.00

Total: \$105.00

Proposed Fee Structure:

Town Fee: \$65.00

State Fee: \$60.00

Total: \$125.00

Rationale:

The proposed increase reflects rising administrative costs, including staff time, processing, and recordkeeping. The adjustment remains modest and consistent with comparable municipalities.

## 2. Site Plan Applications

Current Total Fee: \$175.00

Town Fee: \$70.00

State Fee: \$60.00

Zoning Permit Fee: \$45.00

Actual Cost to Town:

Legal Notice (Newspaper): \$60.00

Mailing: \$11.00

Administrative Time (1 hour @ \$33.85): \$33.85

State Fee: \$60.00

Total Cost: \$164.85

**Proposed Fee: \$200.00**

Rationale:

The current fee barely covers direct costs and does not account for indirect overhead. The proposed fee establishes a reasonable cost-recovery margin.

### **3. Special Exceptions (Public Hearing Required)**

Current Fee: \$315.00 (Includes Site Plan + Zoning Permit Fee)

Actual Cost to Town:

Public Hearing Notice: \$200.00

Notice of Decision: \$60.00

Mailing: \$11.00

State Fee: \$60.00

Administrative Time (2 hours @ \$33.85): \$67.70

Total Cost: \$398.70 (~\$399.00)

Current Deficit: ~\$85.00 per application

#### **Proposed Fee: \$450.00**

Rationale:

Applications requiring public hearings generate significantly higher costs due to statutory notice requirements and staff coordination. The proposed fee ensures full cost recovery.

### **4. Zone Change Applications**

Proposed Fee: \$450.00

Rationale:

Zone change applications require the same procedural steps as Special Exceptions, including public hearings, legal notices, and administrative processing. A consistent fee structure is appropriate.

### **5. Subdivisions and Resubdivisions**

Proposed Fee Structure:

Base Application Fee: \$450.00

Additional Lots (up to 5): \$150.00 per lot

Lots exceeding 5: \$200.00 per lot

Rationale:

Subdivision review complexity increases with the number of lots due to engineering review, coordination, and regulatory compliance. A tiered fee structure ensures proportional cost recovery.

## **6. Engineering Review & Consultant Costs**

Applicants shall be required to fund third-party professional reviews when deemed necessary by the Commission.

Estimated costs shall be provided prior to the public hearing.

Funds shall be held in escrow.

Unused balances shall be returned to the applicant.

Rationale:

This ensures that specialized review costs are borne by the applicant rather than taxpayers.

## Zeo Report Month of April 2026

26-03: 360 West Morris RD: 26-03: 42 Marsh Point. Deck. White Memorial.

Planning Bill: \$570.

Lawyer Bill: None

30 Burgess Road: I reached out to the property owner of 30 Burgess Road and they told me that they will be working on cleaning up the property and removing the debris and materials the neighbor complained about.

Camp David: The owner came into the office on April 24<sup>th</sup> and assured me he will be at the meeting.

Fee Schedule Update: The Fee schedule has not been updated since 2017. Most applications are costing the Town and they do not cover all the expenses. Municipalities are allowed to charge enough to cover all expenses applications cost.

194 Todd Hill Road: I reached out to the owner of the property and they will be working to get compliance. They will do what they can to make sure that they are legally covered. I sent them the regulations in terms of Home Occupations and Contractor Shop and Storage. The commission will decide how we should proceed and whether those are the proper standards. Both require Special Exceptions and Special Exceptions can come with conditions that the commission can tailor toward the specific property.

198 East Street: American Country Barns: I received an email from neighbor Ed Lillis. Harvest moon operating on Saturday and cutting with the doors open. Also, before hours trucks on 2/6/2026 and 3/5/2026, Harvest moon also cutting with doors open on every nice day. I emailed Jim the owner of the Property and they haven't responded yet. I also left him a message by phone on May 1<sup>st</sup> at 2026.

120 Burgess: The Court Case has been withdrawn. We are not sure why it has been withdrawn. Also the property owner reached out to me to ask if they could add an addition to the building so that they could put all the equipment inside. I am thinking they should apply for Contractor Shop and Storage and Special Exception, or another option is we could make him submit a Site Plan for review.

Regatta Dock: The owner reached out to me and is wondering if he can increase the height of the sign. Currently the sign is maybe 2 feet off the ground. He wants to lift it 6 Feet off the Ground. I am not sure if we should require a site plan for this as well or just a regular zoning permit. The size of the sign would be the same and within the regulations.

153 East Shore Road: Storage containers on vacant property. Permission was given by Robert McIntosh former Chairman to allow the Storage for 1 year in 2017. The storage containers have been there for awhile now. I received an email from a concerned citizen. The Property owner reached out and will be coming back to Morris in Mid-May to resolve the situation.

East Street Housing Project. One of the Bidders won the contract and will be looking to start working on the project as soon as possible.

Solar Next to Transfer Station. The Solar Farm looks like it is getting closer to completion. I went by Wednesday and I saw that the fence was put up as well.