

Received 9/19/25
11:31 AM Jodi Moore, ATC

**PLANNING & ZONING COMMISSION
REGULAR MEETING
Wednesday, September 17, 2025
7:00 P.M.
Third Floor Town Hall and Via ZOOM
MINUTES**

Call to order

Chairman DeFelice called the meeting to order at 7:00 p.m.

Roll Call

In attendance: Janet Morganti, John DeNunzio, Jim Martinelli, Jim Piotrowski, Frank DeFelice, Chris Balay, Josh Eddinger (arrived late)

Absent: Kyle Mosher, Angela Helfrich, Michael Dahlheimer, Michael Fumiatti, Phil Augur

Others in attendance: Robin Newton; Town Planner,

Seating of Alternates

John DeNunzio seated for Josh Morganti
Jim Martinelli seated for Phil Augur

Amendments to Agenda

None

Approval of Agenda

A motion was made by C. Balay, seconded by J. Piotrowski to approve the September 17, 2025 meeting agenda as presented. All aye, motion passed

Public Comment

None

Town Planner/ZEO Report

Updated ZEO report and bill sent out to commissioners and posted on town website

Receipt of Applications

None

Discussion: Zone Change Notification Requirements

R. Newton noted that sign was referenced as part of requirements, but the requirements did not exist in the regulations. This has been corrected. Added language detailing requirements under section 18.2 Petition for Text Amendment or Zone Change

Discussed whether an A2 boundary survey is needed for every application. An informal survey was suggested. Commission generally agreed to add language which requires mailing of notices to abutters of the property. Removed "wood or metal" from sign construction requirements to include plastic signs

Payment of Bills

A motion was made by C. Balay, seconded by J. Morganti to pay the following bills. All aye, motion passed.
a. Joe Carta \$1,620 for ZEO Services

Minutes of Previous Meetings

- a. August 20, 2025
 - a. A motion was made by J. Morganti, seconded by J. DeNunzio to approve the August 20, 2025 Meeting minutes as presented. All aye, J. Martinelli abstained.
- b. September 3, 2025

- a. Motion by C. Balay, seconded by to approve the September 3rd Meeting minutes as presented. All aye, J. Morganti, J. Martinelli abstained. Motion passed.

Adjournment

A motion was made by J. Morganti seconded by J. Martinelli to adjourn. All aye, motion passed; meeting adjourned at 7:23p.m.

Respectfully submitted,
Nicole Charest
Town Clerk, Recording Secretary

To view meeting:

<https://us02web.zoom.us/rec/share/xxGfvsZS4Idvcg223k3AxMXwAYVAaol0t8SwRHMNgekqKecTpcv22BSEQWwWqdHP.o7qAoSpAh8lzJgoC>