**Planning Commission Minutes**
**6 May 2026**

**Approved: 3 June 2026**

This meeting took place via ZOOM videoconference. Georgette Cole called the meeting to order at 7:32 p.m. In attendance were Commissioners Georgette Cole (Chair), William Earl, Sylvie Favret, Robert Johnson, and Peter Nagrod (TC Liaison). Also in attendance were town residents Paula Puglisi and Margaret Church. Marty Mitchell (of MMC Development LLC) and Michael Norton (of Norton Landscaping Design) who are involved with the new homes on Ridge Road (330 Ridge) also attended via ZOOM.

**Approval of Agenda:** Sylvie Favret moved to approve the agenda. Robert Johnson seconded the motion. Georgette Cole requested the addition of a discussion about the driveways at 503 McCauley Street. This will be added under "Other Business". *Approved: 5-0, as amended.*

**Building Permit Applications:**

- Fence permit - none
- 330 Ridge Road – Preliminary Subdivision Plan. There was discussion about the following:
    - Explanation of the location of a four-foot berm between the two homes (dirt repository and additional privacy screen for the two new houses)
    - Final placement of the new rebar markers
    - Next steps including the PC subdivision approval with conditions listed
    - PC agreed to remove condition 4 regarding the placement of the forward house. The current location is reasonable based on the nearby houses
    - Plat of survey to be filed after the conservation easement is recorded
- 330 Ridge Road – Forest conversation plan. There was a lengthy discussion about the following:
    - The removal of several large trees
    - Removal of black cherry tree
    - Critical root zone and foundation impact
    - New trees to be added to the front yard of the forward house to maintain the rural viewscape of Lower Ridge Road
    - Add the new trees and submit to Georgette to be stamped and signed
    - Norton/Mitchell team to prepare and submit a forest conservation easement document for review and approval prior to recordation

There was a motion to accept the forest conservation plan submitted by Marty. Peter Nagrod seconded the motion. It was *approved unanimously*.
Georgette Cole moved to approve the subdivision plat dated March 30, 2026. Bill seconded the motion. *Approved unanimously.*

**Public Ways & Property Permits:** WSSC sewer work on Brown Street, Center Street, and Ridge Road. Georgette, Audrey, and John looked at the areas in question. A total of 5 trees could be impacted. There was a discussion about trees and flooding, and the need for a survey.

**Public Appearances:** There were none,

**Approval of the Minutes:** Georgette Cole moved to approve the April minutes. Peter Nagrod seconded the motion. *Approved: 5-0.*

**Joint Meeting – Re: Historic Preservation Waiver:** The next meeting will take place on May 28, 2026.

**Report from Town Council:** Peter Nagrod reported following:

- The Stormwater Management project is starting
- Both the Annual Town Meeting and Elections took place on May 9, 2026
- The Playground Committee will be hiring a consultant to help with the development of the space. This is a recommendation that is found in the Comprehensive Plan.
- McCathran Hall is open for business again
- A Town Administrator will soon be hired . The current clerk's last day is June 30, 3036.

**Gateway Committee:** Nothing to report.

**Other Business:**

- Two (2) kiosks are installed
- CircleFest is scheduled for May 23, 2026

**503 McCauley Street:** Georgette Cole gave a history of the area in question. The issue is about reclaiming 5th and 6th Avenues. They discussed Resolution 1992-03 from 1992 where permission to have a driveway on the 6th avenue walkway was granted and the use of the 5th Avenue walkway as a driveway was eliminated. Peter Nagrod suggested that the sale of 503 McCauley Street was a triggering event and a good time for the Town to reclaim the pedestrian use of 5th and 6th Avenues. Returning 6th Avenue to sole use as a walkway is consistent with the Town's long-term goal of restoring all of the pedestrian walkways to general use, and will also better connect the Boundary Street area to the center of the Town for pedestrians. Bill Earl moved that the Commission recommend that the Council revoke Resolution 1992-03 as no longer being in the best interests of the Town. In addition, the Council should rescind permission for the driveway on 6th Avenue and return it to walkway-only status. On 5th Avenue the Council could allow a permanent easement (via ordinance) for the current driveway. Georgette seconded the motion. *Approved 5-0.*

Georgette will write a memo to convey the history of this situation and the Planning Commission recommendations regarding it to the Town Council.

There being no other business, the meeting adjourned at 8:30 pm. pm

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Kathryn L. Lehman, Town Clerk