

**TOWN OF POMFRET
PLANNING AND ZONING COMMISSION
SPECIAL MEETINGMINUTES
FRIDAY, JUNE 1, 2018
OLD TOWN HOUSE**

I. ATTENDANCE: Walter Hinchman, Phil Allegretti, Richard DiBonaventura, and Ray Wishart.

II. DISCUSSION AND POSSIBLE APPROVAL OF APPLICATION:

Rectory School, 528 Pomfret Street, site plan application for the addition of a 1,124 square foot, two-story, two-bedroom apartment to the existing Fisher Dormitory. Vote was taken to grant the waivers requested, and it was approved unanimously. It was then voted unanimously to approve the application of Rectory School for an addition to the existing Fisher Dormitory with the following conditions: 1) A preconstruction meeting should be held with Commission/Town staff (Planner, Engineer, ZEO, Building Official) with building contractor prior to any construction, grading, and/or excavation activity associated with the construction of the apartment; 2) Full architectural renderings (24"x36" Mylar) shall be filed as part of the plan set; 3) Shop drawings and samples of building materials including colors (markups) shall be submitted to staff and reviewed to determine compliance with Commission approval prior to installation; 4) The applicant shall submit \$500 to the Town of Pomfret to be used as a deposit for site inspections associated with the site. However, the final dollar amount necessary to complete the inspection is subject to the actual time required to insure compliance with the approved site plan. Consequently, all costs associated with the review and inspection of the project with regards to compliance with the Planning and Zoning Commission's approved site plan is necessary to receive a Certificate of Compliance which is required to receive a Final Certificate of Occupancy shall be the responsibility of the applicant; 5) Minor field adjustments to grading and landscaping may be made based on field conditions upon written approval from the Town Planner, who has been given the authority on behalf of the Town's Planning and Zoning Commission to act on their behalf. The Town Planner cannot approve any change that jeopardizes the integrity of the original design (approved plans); and, 6) That all costs associated with the review and processing of the application shall be paid in full prior to the signing of Mylars and filing of a special permit. The effective date will be June 7, 2018.

III. ADJOURNMENT: It was voted unanimously to adjourn.

Respectfully submitted,

Lynn L. Krajewski, Clerk

Date approved:_____