

Addendum Materials

- Staff Guidance and Sample Motions (i.e. this document)
- SP 21-001: Public Hearing sign pic, onsite traffic info
- SD 21-002: Abutters request for public hearing, two additional plan sheets (history and site conditions)
- SD 21-003: Applicants request for public hearing
- ZEO's Report
- Budget Report

Additions to the Agenda

- Move to add item **VII.b.1** to the agenda as:
Filing Extension for SD 21-001 – Four lot subdivision on Tripp Hollow Road

SP 21-001 - Special Permit Application to replace a building and building additions at 311 Allen Hill Road, Brooklyn Self-Storage, LLC, 10 acres, west side of Allen Hill Road

- Open public hearing, receive and consider testimony, close public hearing.

Sample Motion

Move to approve the Special Permit application of Brooklyn Self Storage, LLC for building replacement and additions at 311 Allen Hill Road, identified in the files of the Brooklyn Land Use Office as SP 21-001, in accordance with all final documents and testimony submitted with the application with the finding that the design is consistent with the Special Permit criteria with the following conditions:

1. The Planning and Zoning Commission approval with conditions must be included on the final recorded special permit plans. Draft final approved plans submitted to town staff for review prior to printing on archival material. The final approved plans bearing the seal and signature of the appropriate professionals and signed by Commission Chair shall be recorded along with the Special Permit in the office of the Town Clerk.

SP 21-002: Special Permit Application for Multi-Family Development (51 Condominium units) on south side of Louise Berry Drive (Assessor's Map 33, Lot 19), 13.5 acres, R-30 Zone, Applicant: Shane Pollack.

- The application is missing architectural drawings and a traffic report.
- I recommend a supplemental consultant to provide expertise in traffic engineering, like we did for the Maynard Road Gravel Permit.
- You may wish to additionally require an Environmental Impact Statement.
- You may wish to additionally require other consultants.
- You have 65 days to open the hearing and I recommend that you do not schedule it until you have a complete application and we have consultants in place.

Sample Motion

In accordance with Brooklyn Town Ordinance 20-1.3.B and Zoning Regulations Section 9.I.5.2, the Commission finds that the nature and intensity of the proposal will require expertise beyond that of staff and that a supplemental consultant in traffic engineering will be required to review the proposed addition of 51 dwelling units on Louise Berry Drive at the applicant's expense.

SD 21-002: Subdivision Application to create two buildings lots at 53 Proulx Street (Assessor's Map 41, Lot 85), 1 acre, R-10 Zone, Applicant: A. Kausch & Sons.

- A neighbor has requested a public hearing for this application.
- The Conservation Commission will review it next week.

SD 21-003: Resubdivision Application to create four building lots at 111 Day Street (Assessor's Map 42, Lot 32), 6 acres, R-30 Zone, Applicant: CNG Holding, LLC.

Move to schedule a public hearing on SD 21-003 – Resubdivision Application to create four building lots at 111 Day Street (Assessor's Map 42, Lot 32), 6 acres, R-30 Zone, Applicant: CNG Holding, LLC for the regular meeting of the Planning and Zoning Commission to be held on July 7, 2021 at 6:30 p.m. via Webex and in-person at the Clifford B. Green Memorial Center 69 South Main Street Brooklyn, CT.

SD 21-004: Resubdivision Application to create two building lots at Almada Drive and Paradise Drive (Assessor's Map 21, Lot 6), 104 acres, RA Zone, Applicant: Paul Lehto.

Move to schedule a public hearing on SD 21-004 – Resubdivision Application to create two building lots at Almada Drive and Paradise Drive (Assessor's Map 21, Lot 6), 104 acres, RA Zone, Applicant: Paul Lehto for the regular meeting of the Planning and Zoning Commission to be held on July 7, 2021 at 6:30 p.m. via Webex meeting and in-person at the Clifford B. Green Memorial Center 69 South Main Street Brooklyn, CT.

Filing Extension for SD 21-001 – Four lot subdivision on Tripp Hollow Road

Sample Motion:

Move to extend the filing deadline an additional 90 days for SD 21-001.



**BROOKLYN
SELF
STORAGE**

TOWN OF BROOKLYN
PLANNING & ZONING COMM.
NOTICE OF PUBLIC HEARING
6/2/2021 6:30 P.M.
Special Permit SP 21-001
Virtual meeting info to be
posted at www.brooklynct.org.

Jana Roberson

From: Bruce Woodis <bwoodis@kwpinc.com>
Sent: Tuesday, June 01, 2021 4:02 PM
To: Jana Roberson
Subject: FW: Brooklyn Self Storage Average Traffic

From: Dan Sullivan [mailto:dan.sullivan1951@icloud.com]
Sent: Thursday, May 20, 2021 7:00 AM
To: Bruce Woodis
Subject: Re: Brooklyn Self Storage placard

Good Morning,

Based on the security system logs, traffic varies from a low 24 vehicles per week or about 4/day to a high of 78 vehicles per week or 11/day. Lows occur in the cold winter months and the high in the fall when the weather is still nice and customers are getting prepared to put things away for the winter. I believe 50 vehicles per week or 7 per day would be a good average to use. 35-40% of activity happens on weekends.

We would be adding a net 38 units to the current total of 146 or 26% more units. So the vehicle count should go from 7 to 9 vehicles per day on average

Let me know if you have any questions

Thank you
Dan Sullivan
860-933-5693

Jana Roberson

From: jb4birds@charter.net
Sent: Tuesday, June 01, 2021 10:27 AM
To: Jana Roberson
Subject: Re: Petition to split the property at 53 Proulx St.

To Whom it may concern,

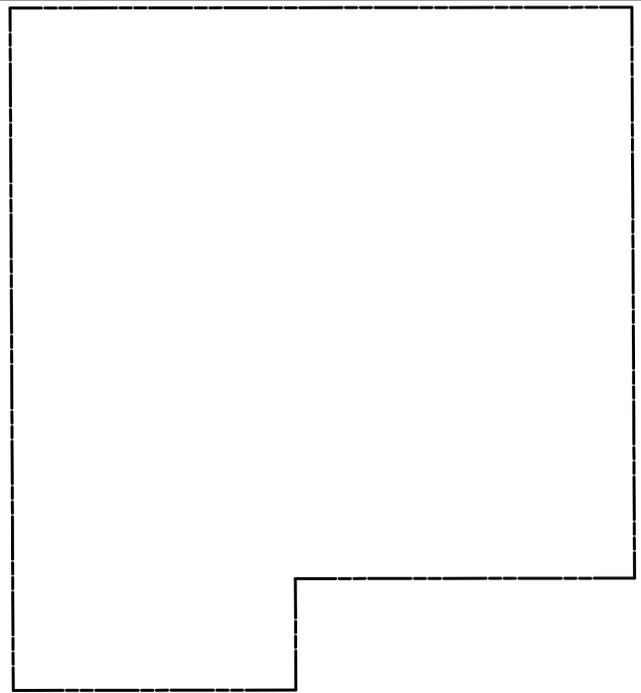
I own the property at 15 Robert St. in Brooklyn and my neighbor is petitioning to split the land on 53 Proulx St. into two house lots. There is an existing house on the property as well.

I would like to request a public hearing regarding this matter.

Sincerely,

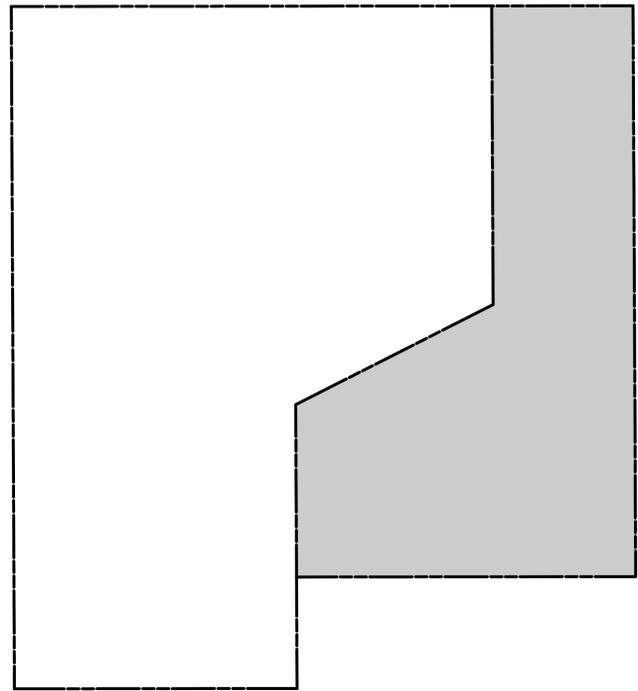
Judith Burke

Proulx Street



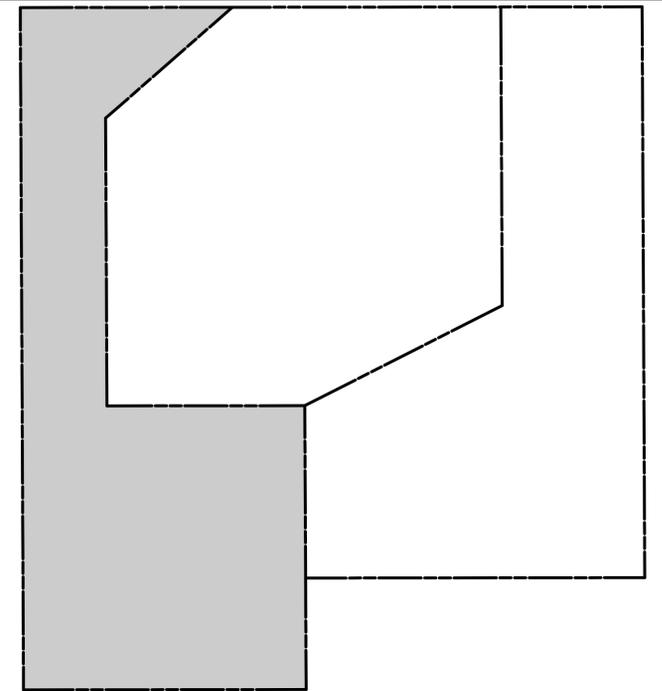
Original Tract

Proulx Street



First Time Split
May 2021

Proulx Street



Subdivision
May 2021

Parcel History

Grantor	Grantee	Vol./Pg.	Date
Arthur & Olive Ledoux	Louis & Helen Mongeau	36/258	October 1961
Louis & Helen Mongeau	Frederick & Marlon Mongeau	63/120	November 1976
Frederick & Marlon Mongeau	Frederick Mongeau	74/714	January 1983
Frederick Mongeau	Eric & Eileen Kusche	85/265	January 1987
Eric & Eileen Kusche	Thomas & Dawn Main	135/32	February 1993
Thomas & Dawn Main	RLB/PAB LLC	572/99	February 2016
RLB/PAB LLC	A.Kausch & Sons LLC	572/102	February 2016

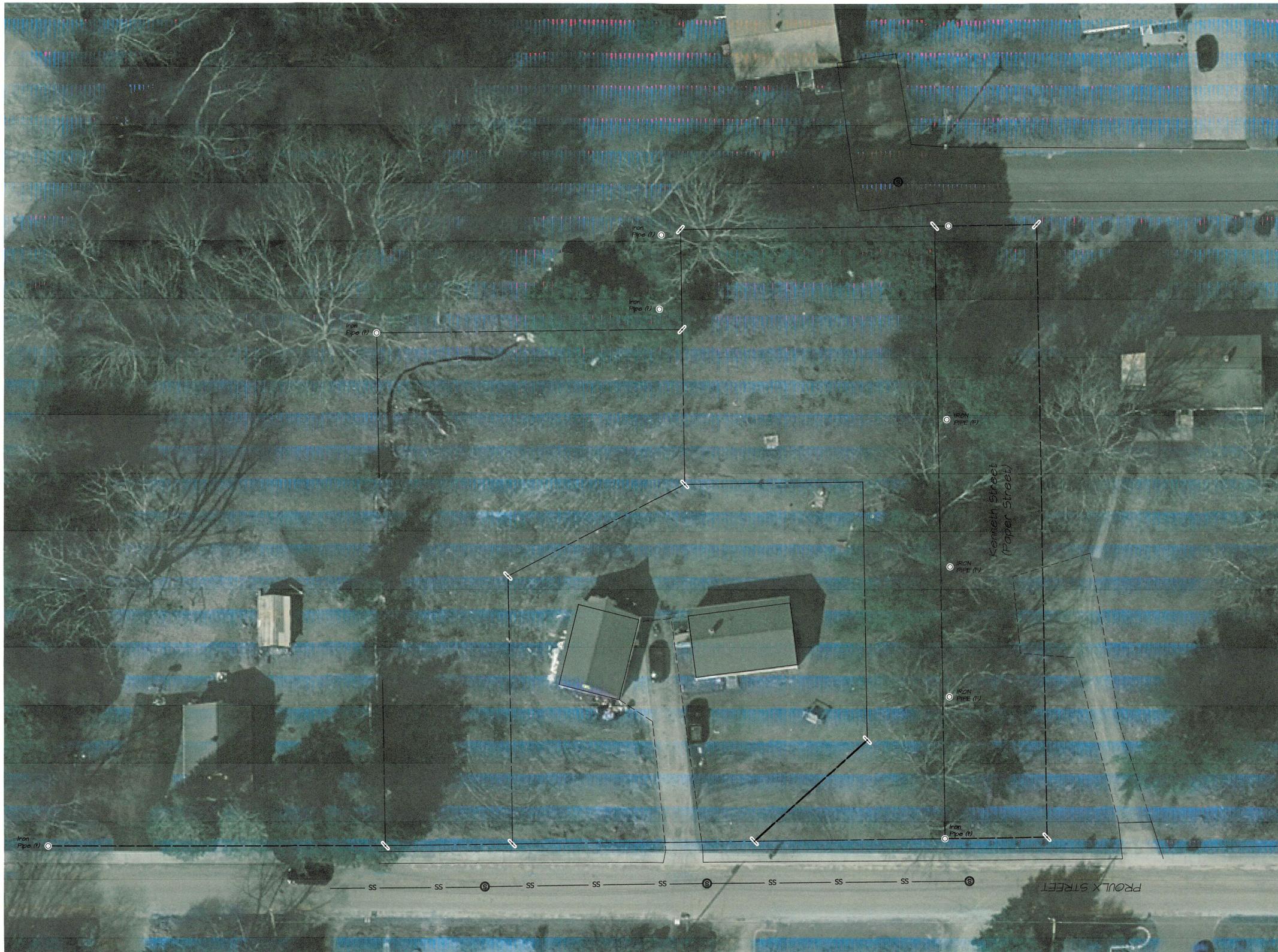
Subject Parcel Information

Owner: A. Kausch & Sons LLC
 Parcel Address: 53 Proulx Street, Brooklyn, CT
 Mailing Address: 15 Beach View Ext.
 Voluntown, Connecticut
 Parcel ID: Map 41 / Lot 85
 Deed: Vol. 572 / Pg. 102
 Zone: R-10

History Plan

Prepared For:
A. Kausch & Sons
 Proulx Street
 Brooklyn, Connecticut

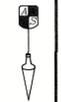




Soil Data	
306	Udorthents - Urban Land Complex

Site Analysis Plan
"2 Lot Subdivision"

Prepared For:
A. Kausch & Sons
Proulx Street
Brooklyn, Connecticut



DRAWING SCALE: 1"=20'

ARCHER Surveying LLC
468 Allen Hill Road, Brooklyn, CT
(860) 779-2240

To My Knowledge and Belief this Map is substantially
Correct as noted hereon.

Paul M. Archer LLS #10013

Date

Sheet No. 5 OF 5 Project No. 1856 Date: May 17, 2021

Jana Roberson

From: PAUL ARCHER <paul@archersurveying.com>
Sent: Tuesday, June 01, 2021 1:46 PM
To: Jana Roberson
Subject: CNG Holdings - Day Street

Jana,
Upon review of the History plan for the above mentioned project, we are asking that the Planning and Zoning Commission schedule a public hearing for this project as it has the possibility of being a re-subdivision.

Sincerely,

Paul Archer, PLS

18 Providence Road

Brooklyn, CT 06234

(860) 779-2240



Margaret's Report 6/1/2021

Zoning Permits issued:

344 Providence Road – Kyle Morrissey. New 16-ft. x 24-ft. shed.

16 Eino Drive – Rachel Wlodarczyk. New 24-ft. round above-ground pool with 15 ft. x 15 ft. deck.

159 Day Street – Christa & Spiro Haveles. New 37-ft. x 20-ft. x 5-ft. deep in-ground swimming pool.

144 Fortin Drive – Danielle Brezniak. New 30-foot round above-ground pool.

Final Certificates of Zoning Compliance issued:

17 So. Main St. – The Ice Box. New deck to accommodate outdoor seating, approved by Rick Ives on 6/4/2021.

Sign Permits issued:

162 So. Main Street – The Mattress Spot. New wall sign.

Zoning Permits Denied:

None.

Zoning and Blight Issues:

222 Hartford Road – Balone Properties LLC.

I inspected and took photographs on 3/9/21. A Cease & Desist Order (C&DO) was issued on 3/17/21. I called DEEP regarding fuel storage tanks, buckets and barrels partially full of hydraulic fluid, etc. DEEP issued Case # 2021-886. Don Alf of DEEP called me on 3/17. He said that he went to 222 Hartford Road on 3/10. He talked to someone there and told them to dispose of the barrels and buckets within a week.

4/8/21 Deadline to re-inspect following the issuance of the 3/17/21 C&DO. I inspected on 4/8. No corrective actions had been taken. There appeared to be more containers of waste oil, and other automotive fluids.

4/15/21 I issued a citation for junkyard conditions, illegal parking of commercial vehicles and an illegal contactor's yard. Citation must be paid for within 30 days of receipt. A hearing could be requested within 10 days of receipt.

4/17/21 Citation was delivered via certified mail.

4/27/21 Deadline to request a hearing. No request for a hearing was submitted.

5/13/21 DMV Inspector Edwin Daley called today while he was inspecting Michael Malone's property. He observed 6 or 8 unregistered vehicles that have been sitting there for a long time. He also seized 5 or 6 inappropriate plates. I gave him Mr. Malone's phone number so he could tell Malone that he seized is plates. He will call Mr. Malone and tell him he is aware of his illegal junkyard and wants it cleaned up. He will not ticket him at this time. He can come back after Malone has been given time to clean it up. If he does not cooperate he can give him a ticket.

5/17/21 Deadline to pay citation.

5/18/21 I contacted the Citation Hearing Officer to report that the citation was not paid.

10 Lasalette Drive – Gloria Smith, Owner and her son, Marc Provost.

September 2020 Complaint received regarding zoning violations at 10 Lasalette Drive.

10/1/21 MW inspected, met Marc Provost and took photos in response to complaints about zoning violations. Marc says that he has registered his business Turned Wooden Heirlooms with the Town Clerk. Marc says that he sometimes sells wood on property owned by LAH & Associates out of a truck.

2/25/21 MW receives another complaint about zoning violations along with photos of a full-size logging truck delivering logs to 93 Pomfret Road.

3/4/21 First C&DO issued to Gloria Smith via regular mail. Copies of C&DO mailed to Marc Provost, David Chenail, LAH & Associates.

3/8/21 Revised (second) C&DO issued in response to Marc Provost's request for more time.

3/30/21 MW meets with Marc and Michael Provost, inspects and takes photographs. Marc states that he has rescinded all advertisements for his businesses. There is a dredger in the driveway at 10 Lasalette Drive. Wood is still stored on 93 Pomfret Road property. Marc states that his excavator is being repaired.

4/8/21 MW inspects and takes photographs. The dredger is still present in the VC Zone, and wood is still stored on 93 Pomfret Road property. There is a green backhoe on the 93 Pomfret Road property.

4/20/21 MW issued a third C&DO to Gloria Smith via regular and certified mail, also mailed to Marc Provost and David Chenail.

4/22/21 The C&DO dated 4/20 was delivered.

5/13/21 Deadline for compliance with the 4/20 C&DO.

5/13/21 MW inspects. There is still some wood visible from the road being stored for commercial purposes at near the front door and in the driveway to the west of 10 Lasalette Drive. Full zoning compliance has not been achieved.

93 Pomfret Road – David Chenail. This address is where the wood has been stored, generated by the unpermitted businesses at 10 Lasalette Drive.

4/6/21 - C&DO was issued to David Chenail to stop allowing the processing and/or sales of timber, logs and/or wood in the VC Zone.

4/15/21 – MW inspects and takes photographs. Wood is still stored on 93 Pomfret Road property.

4/20/21 – Revised C&DO issued to David Chenail to stop allowing wood to be stored for commercial purposes on his property in the VC Zone.

5/13/21 Deadline for compliance with the 4/20 C&DO.

5/13/21 MW inspects. There is no longer any wood visible from the road being stored for commercial purposes on the property in the VC Zone. MW issues a closed C&DO. Zoning compliance appears to have been achieved.

99 Brown Road – Gordon and Lynn Briggs. Due to complaints about blight and junkyard conditions from 2 neighbors, I inspected and took photographs on 10/21/2020, 1/19/21, 2/24/21, and 4/20/21. In the meantime, I spoke to Mr. Briggs, who lives in FL. After asking for voluntary compliance to no avail, a C&DO was issued on 4/20/21. 5/13/21 is the deadline for compliance with the 4/20 C&DO. On 5/13, Mr. Briggs submits proof that there are no more than one unregistered vehicles on the subject property. Zoning compliance appears to have been achieved.

77 South Main Street – Steven Mailloux. The Land Use Office has worked for years to stop the illegal automotive service station and junkyard conditions. Temporary compliance has been repeatedly achieved before the zoning violations began again.

4/22/21 – C&DO issued for illegal automotive service station and junkyard conditions.

5/10/21 – Deadline for compliance.

5/11/21 – MW inspects and takes photos with Resident State Trooper Steve Corradi. Two unregistered vehicles are present along with large quantities of tires, car parts and debris.

5/13/21 - MW issues a citation for junkyard conditions.

6/1/21 – A request for a citation hearing is received. MW contacts the Citation Hearing Officer to schedule a citation hearing.

181 Hartford Road – Joseph P. Mack et al. I received a complaint on 5/4, inspected and took photographs of blight and junkyard conditions the same day. A Notice of Violation will be forthcoming.

TOWN OF BROOKLYN

Expenditure Report

From Date: 7/1/2020

To Date: 6/1/2021

Fiscal Year: 2020 - 2021

Account Number	Description	Adj. Budget	Current	YTD	Balance	Encumbrance	Budget Bal	%Bud
1005.41.4153.51620	Planning & Zoning-Wages PT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1005.41.4153.51900	Planning & Zoning-Wages-Rec. Secretary	\$3,600.00	\$2,625.00	\$2,625.00	\$975.00	\$1,050.00	(\$75.00)	-2.08%
1005.41.4153.53020	Planning & Zoning-Legal Services	\$12,500.00	\$16,137.52	\$16,137.52	(\$3,637.52)	\$0.00	(\$3,637.52)	-29.10%
1005.41.4153.53200	Planning & Zoning-Professional Affiliations	\$0.00	\$110.00	\$110.00	(\$110.00)	\$0.00	(\$110.00)	0.00%
1005.41.4153.53220	Planning & Zoning-In Service Training	\$1,500.00	\$160.00	\$160.00	\$1,340.00	\$0.00	\$1,340.00	89.33%
1005.41.4153.53400	Planning & Zoning-Other Professional Services	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	100.00%
1005.41.4153.55400	Planning & Zoning-Advertising & Legal Notices	\$2,500.00	\$185.70	\$185.70	\$2,314.30	\$0.00	\$2,314.30	92.57%
1005.41.4153.55500	Planning & Zoning-Printing & Publications	\$1,000.00	\$149.25	\$149.25	\$850.75	\$0.00	\$850.75	85.08%
1005.41.4153.55800	Planning & Zoning-Transportation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1005.41.4153.56900	Planning & Zoning-Other Supplies	\$250.00	\$139.78	\$139.78	\$110.22	\$0.00	\$110.22	44.09%
1005.41.4153.56950	Planning & Zoning-State Marshal Surveyor/Support	\$2,500.00	\$0.00	\$0.00	\$2,500.00	\$0.00	\$2,500.00	100.00%
Grand Total:		\$24,850.00	\$19,507.25	\$19,507.25	\$5,342.75	\$1,050.00	\$4,292.75	17.27%

End of Report

TOWN OF BROOKLYN

Revenue Report

From Date: 7/1/2020

To Date: 6/1/2021

Fiscal Year: 2020 - 2021

Account Number	Description	Adj. Budget	Current	YTD	Balance	Encumbrance	Budget Bal	%Bud
1005.00.0000.42203	Planning & Zoning Fees	(\$9,000.00)	(\$7,670.00)	(\$7,670.00)	(\$1,330.00)	\$0.00	(\$1,330.00)	14.78%
Grand Total:		(\$9,000.00)	(\$7,670.00)	(\$7,670.00)	(\$1,330.00)	\$0.00	(\$1,330.00)	14.78%

End of Report