

**TOWN OF BROOKLYN
PLANNING AND ZONING COMMISSION
Special Meeting
Wednesday, May 9, 2018
Clifford B. Green Meeting Center
69 South Main Street
6:30 p.m.**

MINUTES

- I. Call to Order** – Michelle Sisfridson, Chair, called the meeting to order at 6:31 p.m.
- II. Roll Call** – Michelle Sigfridson, Carleen Kelleher, A. Kerouac, J. D’Agostino, Austin Tanner.
J. Mohn was absent with notice.
- III. Adoption of Minutes:** Regular Meeting Minutes April 4, 2018

Motion was made by A. Kerouac to accept the Minutes of Regular Meeting of April 4, 2018. Second by A. Tanner. Motion carried unanimously (5-0-0).

Special Meeting Minutes April 17, 2018

Motion was made by A. Kerouac to accept the Minutes of Regular Meeting of April 4, 2018. Second by A. Tanner.
Discussion:

- M. Sigfridson noted that her name had been misspelled on page one.

Motion carried unanimously with the noted correction (5-0-0).

- IV. Public Commentary** – None.

- V. Unfinished Business:**

- a. Reading of Legal Notice** – J. Roberson read the Legal Notice for ZRC 18-001 (copies included in packets to Commission Members).
Ms. Roberson explained that the notice had been published on April 20, 2018 and April 27, 2018. The May 2, 2018 meeting of the PZC had been cancelled, however, appropriate procedures had been followed (sign posted on the door and posted on the website). Notices had been sent to abutting towns and to NECCOG. No comments had been received.
- b. Continued Public Hearings:** None.
- c. New Public Hearings:**
1. **ZRC 18-001** - Carrie Juhasz, Request to modify Sec. 2 - Definitions and Sec. 6.2.2.4 – Home Office of the Zoning Regulations.

M. Sigfridson opened the public hearing. Carrie Juhasz was seated in the audience.

J. Roberson presented the proposed changes to the Regulations (copies included in packets to Commission Members):

- **Article 2 – DEFINITIONS**
ADD – SINGLE SERVICE SALON means a personal services establishment with no more than one sink and one hair cutting chair, intended to serve a single customer at a time, located within a residence as an accessory use. A single service salon is considered a home office for the purposes of Sec. 6-2.
- DELETE – 6.2.2.4 No business shall be conducted from the Home Office except by mail or electronic medium.

Ms. Roberson read from her Memo to the Brooklyn EDC, Abutting Towns, NECCOG, etc., dated March 21, 2018 (copies included in packets to Commission Members):

If adopted, the proposed regulation change would achieve two things:

- 1) It would define a single service salon as a personal services establishment and qualifying home office use (home offices are permitted in every zone with no zoning permit required), and
- 2) It would allow clients to visit the home office provided that the residential character of the neighborhood is not changed. It is anticipated that the proposed regulation change will also accommodate similar, low-traffic uses such as a massage therapist, a dietician, etc.

Carrie Juhasz stated that she feels it will be a benefit to herself as well as to others who would not be disruptive to the community. She stated that it would make a big difference in her life as well as others who are in similar situations.

J. D'Agostino questioned whether this would be permitted in all zones. It was explained that it would be allowed in all zones where home offices are permitted.

Motion was made by C. Kelleher to close the public hearing for **ZRC 18-001** - Carrie Juhasz, Request to modify Sec. 2 - Definitions and Sec. 6.2.2.4 – Home Office of the Zoning Regulations. Second by A. Kerouac. Motion carried unanimously (5-0-0).

Motion was made by A. Kerouac to approve application ZRC 18-001 with the finding that the topic is not specifically addressed in the Plan of Conservation and Development but that the Planning and Zoning Commission finds it compatible with the spirit of the document, particularly the statement that “Local businesses are the backbone of the local economy in a Town such as Brooklyn.” It is the finding of the Planning and Zoning Commission that the proposal would create a more positive environment for small, home-based businesses without sacrificing the character of residential neighborhoods. Second by C. Kelleher.

Discussion:

Mr. D'Agostino stated that he is opposed to this text change. He suggested, since Jeryl Mohn was absent, and in order to be fair to the Applicant, that the decision be postponed until the next meeting due to the need for 5 votes in the affirmative in order for the Application to pass. There was agreement among the other Commission Members to table the vote.

There was no vote on this motion.

Motion was made by A. Tanner to table application **ZRC 18-001** - Carrie Juhasz, Request to modify Sec. 2 - Definitions and Sec. 6.2.2.4 – Home Office of the Zoning Regulations to the next regularly-scheduled meeting of the Planning and Zoning Commission on June 6, 2018, at the Clifford B. Green Meeting Center, 69 South Main Street, at 6:30 p.m. Second by C. Kelleher. Motion carried unanimously (5-0-0).

Ms. Roberson will provide Mr. Mohn with materials to review so that he will be prepared.

d. Other Unfinished Business:

1. **SPR 17-004** – 242 Hartford Road, Balone Properties, LLC; RA Zone; Proposed Home Business with Resident Contractor/Office.

M. Sigfridson stated that Mr. Malone has withdrawn the Application. It was explained that the IWWC had denied without prejudice.

2. **SD 18-001** – Request for Extension and Re-Phasing for the Village in the Woods Subdivision (73 lots located at the terminus of Old Tatnic Hill Road), Meehan Builders, LLC.

J. Roberson explained that Attorney Heller had contacted her earlier in the day and that he had decided to grant the PZC an extension to give him time to get on the IWWC agenda for next month to review the expiration date which was initially sought and received in error (did not meet the Statute of the day). IWWC had never reviewed the re-phasing plan and the 2020 date needs to be formally acted upon. It will not be before the PZC again before July. Extensions allowed per Statute will bring the deadline close to the PZC's July meeting. Included in packets to Commission Members:

- Proposal from Meehan Builders represented by Attorney Heller
- Memo from Attorney Alter (dated May 1, 2018)

- Staff Guidance
The Statute concerning extensions is clearly discretionary. The Commission's decision must be reasoned and reasonable.
- Full-size copies of 3 selected pages of the plans so that the approval letter and notes are legible.
Ms. Roberson explained that, as a condition of approval, an emergency access road (which includes a bridge) that connects back to Tripp Hollow Road had to be built after the first three houses in order for any subsequent houses to receive a certificate of occupancy.
The third sheet shows the revised phasing (7 phases).
Point of Clarification: This proposal shows the emergency access road as being part of Phase 3.

Ms. Roberson offered that she is available to answer questions from Commission Members.

A.Kerouac stated that they could not go off of the re-phasing plan being proposed. He suggested that they show an alternative that might comply better.

3. Discussion of Zoning Regulation Rewrite: Zoning Map, Public Review draft, etc.

INDUSTRIAL ZONE

There was discussion regarding access to the Industrial Zone. J. Roberson consulted with Attorney Alter regarding access through a Planned Commercial Zone and Attorney Alter's answer was that the same situation applies as for access through a Residential Zone. He offered a solution: Add a use in the PC Zone identified as "public or private roadway access to Industrial Zone property making such a use permitted likely by special permit to give the Commission greater discretion." This is an alternative to changing the zone of one or several lots to provide access.

Discussion ensued regarding options/suggestions that had been previously discussed. Ms. Roberson tried to contact Mr. Casey as the Commission had requested, however, he has not yet returned her call.

There was discussion regarding Attorney Alter's suggestion. Ms. Roberson indicated the 4 parcels of the PC Zone that would be affected. If another Industrial Zone is added, and if it touched the PC Zone, it would affect those lots in the PC Zone also. Discussion continued.

There was discussion regarding whether to change the existing MMUDD to Industrial.

The majority of the Commission Members expressed interest in Ms. Roberson incorporating Attorney Alter's suggestion into the draft. Mr. D'Agostino stated that he does not want to see it in writing. Discussion continued.

MMUDD DISCUSSION:

Options include Industrial, Residential, a new zone. Mr. Kerouac presented an idea for funding regarding an Enterprise Zone for Tiffany Street. There was consideration for Restricted Business and also for R-30. There was discussion regarding taking out the reference to State Highway and make it all RB. There was discussion regarding re-zoning it to R-30 and then naming it as one of the preferred sites for Planned Development.

Quebec Square is a National Historic District (it includes a couple of other properties that have mill housing on them).

It was suggested to keep the mill property MMUDD and add the lower/southern parcel which is now R-30 (it is a related property). It would need to be added to the draft Regulations. MMUDD will be addressed later. A. Kerouac asked if Paula Stall could be consulted to do a fiscal analysis and conceptual build-out of Tiffany Street and possibly other portions of East Brooklyn (including the MMUDD). There was agreement voiced from other Commission Members. M. Sigfridson will speak with Rick Ives.

J. Roberson will add the MMUDD to the draft.

a. Applications: None.

b. Other: None.

VI. Reports of Officers and Committees:

1. ZEO's Report – Included in packets to Commission Members.

There was discussion regarding property along the River (Kausch & Sons) and how they are handling wastewater (no septic systems were delineated on the approved plan). They will have to meet the public health code. J. Roberson explained that it would not be at the level of a subdivision modification.

C. Kelleher commented that the Subdivision Regulations need to be updated.

2. Budget.

There was discussion regarding Revenue, Legal Service, Professional Services, Recording Secretary.

J. Roberson stated, for the record, that she contacts Peter Alter as little as possible.

M. Sigfridson will speak with Rick Ives regarding Recording Secretary wages.

3. Correspondence:

- Referral from Pomfret regarding adding Farm Distilleries Regulations.
Received May 7, 2018. Public Hearing May 9, 2018.
There was discussion.

- Referral from Killingly for a Town-owned gravel excavation.

4. Chairman's Report – No Report.

VII. Public Commentary – None.

VIII. Adjourn

The meeting was adjourned at 9:09 p.m.

Respectfully submitted,

J.S. Perreault
Recording Secretary