

**TOWN OF BROOKLYN  
PLANNING AND ZONING COMMISSION  
Regular Meeting  
Wednesday, October 20, 2020  
6:30 p.m.**

To join this hearing via the web or phone, follow the below instructions:	
<b>Web</b> Go to <a href="http://www.webex.com">www.webex.com</a> On the top right, click Join Enter meeting information: 173 976 3851 Enter meeting password: FaLL1031MumS Click join meeting	<b>Phone</b> Dial 1-408-418-9388 Enter meeting number: 173 976 3851 You can bypass attendee number by pressing #

**MINUTES**

- I. Call to Order** – Michelle Sigfridson, Chair, called the meeting to order at 6:47 p.m.
- II. Roll Call** – Michelle Sigfridson, Carlene Kelleher, Allen Fitzgerald, Earl Starks, Charles Sczuroski. Austin Tanner was absent with notice.

**Staff Present:** Jana Roberson, Director of Community Development; Rick Ives, First Selectman and ex officio Member of the PZC.

**Also Present:** Paul Terwilliger, P.C. Survey Associates.

- III. Seating of Alternates:** None.

- IV. Adoption of Minutes:** Regular Meeting September 15, 2020

Motion was made by C. Kelleher to approve the Minutes of the Regular Meeting of September 15, 2020. Second by A. Fitzgerald. No discussion. Motion carried unanimously by voice vote (5-0-0).

- V. Public Commentary:** None.

- VI. Unfinished Business:**

- a. Reading of Legal Notice:**

Jana Roberson read the Legal Notice for SP 20-002.

- b. New Public Hearings:**

- SP 20-002** – Special Permit for additional vehicle storage, Applicant: Vachon Brooklyn, LLC, 512 Providence Road, Proposed construction of two 16' wide access drives to proposed new vehicle storage lots.

J. Roberson explained that the Agent for the Applicant, Norm Thibeault, Engineer with Killingly Engineering Associates, was unable to attend this meeting and that he had requested that the public hearing be tabled so that he may address comments from the Town Engineer. He will also be conducting some testing.

Ms. Roberson gave an update:

- Revised plans have been submitted (not included in packets to Commission Members). Landscaping was adjusted.
- A Drainage Report was submitted addressing Section 7.h. of the Zoning Regulations regarding storm water management. This information was forwarded to the Town Engineer, Syl Pauley. Ms. Roberson summarized (and read from) Mr. Pauley's letter of response which she received earlier in the day. Ms. Roberson stated that she had also shared Mr. Pauley's response with Mr. Thibeault earlier in the day. Mr. Pauley does not feel that the calculations are complete for the two detention basins shown on the plans.

Ms. Roberson explained that the Applicant does not plan on building this year and she noted the ongoing issues with the retention basins at WalMart which is in the vicinity.

There were no questions from the Commission Members.

M. Sigfridson announced that the public hearing would be tabled to the next regular meeting of November 4, 2020.

**c. Continued Public Hearings:** None.

**d. Other Unfinished Business:**

1. **SP 20-002** – Special Permit for additional vehicle storage, Applicant: Vachon Brooklyn, LLC, 512 Providence Road, Proposed construction of two 16' wide access drives to proposed new vehicle storage lots. (Public hearing scheduled for September 15, 2020.) - Tabled to the next regular meeting of November 4, 2020.
2. **SD 20-003** – 3-lot Subdivision, Applicant: David and Nancy Bell, 6 acres on the east side of Prince Hill Road (131 Prince Hill Road, Map 34, Lot 52) in the RA Zone; Proposed creation of 3 residential buildings lots, two sharing a common driveway.

Ms. Roberson explained that the Application has been revised so there is no longer a common driveway and it is now just three residential lots.

Paul Terwilleger, P.C. Survey Associates, represented the Applicant:

- Mr. Terwilleger addressed the issue of Open Space: An appraisal had been done and was submitted. The property was appraised at \$48,000. The open space fee would be \$4,800. The fee for each of the three lots (payable at time of sale of each lot) would be \$1,600.
- Regarding preserving a stone wall on the road frontage along the driveway entrance on Lot #3: They re-assigned a retention area to preserve the wall. Revisions have made to the plan and has been submitted. He explained that it is re-grading so that the wall is preserved. He said that the designed engineer has reviewed it and signed-off on it.

Ms. Roberson displayed and orientated/described the area on the plan. She explained the revision which she said will ensure that the stone wall is not impacted and will be built/finished to the same style on either edge. She also stated that they have demonstrated that, by removing vegetation and doing minor grading, they can achieve sightlines without impacting any stone walls or boundary lines. Sight line information had been included in packets to Commission Members. She said that sight lines have been addressed on the plans with actual numbers.

There were no questions from Commission Members.

Motion was made by C. Sczuroski to approve the Subdivision application of David and Nancy Bell, identified in the files of the Brooklyn Land Use Office as SD 20-003, to create three residential lots on 6 acres on the east side of Prince Hill Rd. (Map 34, Lot 52) in the RA Zone in accordance with all final plans, documents and testimony submitted with the application and including the following conditions:

1. Prior to the endorsement by the Commission of the Final Subdivision Plan(s) for filing in the office of the Town Clerk:
  - a. The Inland Wetlands and Watercourses Commission approval with conditions and the Planning and Zoning Commission approval with conditions must be included on the final recorded subdivision plans. Draft final approved plans shall be printed on paper and 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 Chairs shall be recorded in the office of the Town Clerk.
  - b. All boundary pins and monuments shall be set and field verified by the surveyor.
2. At the time of sale of any building lot, a payment in lieu of open space dedication shall be paid by the applicant to the Town in the amount of \$1,600 per lot in accordance with the requirements of CT General Statutes 8-25 and Brooklyn Subdivision Regulation Sec. 8. An open space lien may be placed on the building lots to ensure that the fee-in-lieu of open space is paid at the time of sale.
3. Prior to the issuance of a Zoning Permit on any lot:
  - a. The developer shall notify the Zoning Enforcement Office and Town Planner at least seven days in advance of any site work to schedule a pre-construction meeting.
  - b. Driveway permits must be obtained from the Road Foreman in accordance with the adopted policy concerning driveways.
  - c. The applicant and/or individual lot developers shall minimize impacts to natural features both on private lots and in the Town of Brooklyn r.o.w. to the greatest extent possible. This shall include but is not limited to the preservation of stonewalls, the protection of mature trees lining any public road, and the minimization of clearing and grading.
  - d. No stonewalls, mature trees, or ledge within the r.o.w. shall be removed or modified unless necessary for safety. The responsibility of clearing, grubbing, blasting, and earthmoving within the Town of Brooklyn r.o.w. shall be the responsibility of the individual lot developer.
  - e. Any cutting of trees greater than 30" d.b.h. for sightlines shall require prior approval by the Town of Brooklyn Tree Warden upon finding that the removal of trees is unavoidable to guarantee adequate driveway sightlines.
4. Stonewalls must be finished on the edges prior to the issuance of a Certificate of Zoning Compliance on any lot containing a stone wall.

Second by C. Kelleher. No discussion.

Roll Call Vote: C. Kelleher – yes; E. Starks – yes; A. Fitzgerald – yes; C. Sczuroski - yes; M. Sigfridson – yes. Motion carried unanimously (5-0-0).

## **VII. New Business:**

### **a. Applications:**

- 1. ZC 20-003** – Zone Boundary Change from RA to VC; Applicant: Ronald Sorel, Location: 94-102 Hartford Road, Approximately 4 acres on the north side of Hartford Road.

There was no one present to represent the Applicant. Ms. Roberson gave an overview of the proposal:

- Aerial photos had been submitted and were included in packets to Commission Members.
- The Applicant is seeking a zone change for his own parcel (102 Hartford Road) as well as his neighbor's.
- On the edge of the Village Center Zone Boundary.
- The lots are in the RA Zone, but the driveway is in the VCZ (to the left of the Sorel's Garage driveway). The two parcels are to the rear and cannot be seen from the road.
- The Applicant would like to develop a portion of his lot (build another house). It was thought that the parcel was in the VCZ, but upon investigating, it was found that it is in the RA Zone.
- Because of the way the driveway is layed out and because it is a shared driveway, if Mr. Sorel's lot were changed, but not his neighbor's, the neighbor's lot would be a donut hole in the VCZ (only 1/2 acre in size). Ms. Roberson has not heard from the neighbor yet, but assumes that they are in agreement with the proposal.

### **QUESTIONS FROM THE COMMISSION:**

A. Fitzgerald asked if it is the group home property. Ms. Roberson explained that it is not. The two parcels are 94 and 102 Hartford Road and the western-most entrance to Sorel's is their driveway. She will make the location clear for the public hearing.

Motion was made by C. Kelleher to schedule a public hearing on ZC 20-003 – A proposal to change the zoning designation for 94-102 Hartford Road (Assessor's Map 24, Lots 32-33) from RA to VC, for the regular meeting of the Planning and Zoning Commission to be held on November 17, 2020 at 6:30 p.m. via Webex meeting. Second by E. Starks. No discussion. Roll Call Vote: E. Starks – yes; A. Fitzgerald – yes; C. Sczuroski - yes; C. Kelleher – yes; M. Sigfridson – yes. Motion carried unanimously (5-0-0).

### **b. Other New Business: None.**

## **VIII. Reports of Officers and Committees:**

### **a. Staff Reports**

Margaret Washburn's Report was included in packets to Commission Members. There was no discussion.

- b. Budget Update  
J. Roberson explained the newly-generated budget report. Ms. Roberson will learn how to generate the reports herself so that the reports to Commission Members will more accurately show the revenues/expenditures of the Commission.
- c. Correspondence.  
Connecticut Federation of Planning and Zoning Agencies newsletter (synopsis of local caselaw).
- d. Chairman's Report.  
M. Sigfridson commented on the upcoming forum (Zoom Conference) on Economic, Environmental and Racial Despairities In Land Use to be held on October 29<sup>th</sup> which she and Ms. Roberson are registered to attend. There was discussion.

## **IX. Public Commentary**

There was discussion regarding the Saveway gas station/car wash.

## **X. Adjourn**

Motion was made by A. Fitzgerald to adjourn at 7:49 p.m. Second by E. Starks. Motion carried unanimously by voice vote (5-0-0).

Respectfully submitted,

J.S. Perreault  
Recording Secretary