

**TOWN OF BROOKLYN
PLANNING AND ZONING COMMISSION
Special Meeting
Tuesday, May 17, 2016
Clifford B. Green Meeting Center
69 South Main Street
6:30 p.m.**

MINUTES

I. Call to Order – Chair, Carlene Kelleher, called the meeting to order at 6:34 p.m.

II. Roll Call – Carlene Kelleher; Craig Dunlop; David Fuss; Aaron Kerouac; Jules D’Agostino. Alan Carpenter, Jeryl Mohn, and Dale Thompson were absent with notice. Michelle Sigfridson was absent.

Staff Present – Jana Roberson, Director of Community Development.

III. Seating of Alternates

Motion by D. Fuss to seat J. D’Agostino as a voting member. Second by C. Dunlop. Motion carried (4-0).

I. Public Commentary – None.

II. Old Business:

1. SP15-004 (Modification) Danielson Glass and Mirror/Neil Esposito, Jr., 379 Providence Road, Map 41, Lot 119A, PC Zone; Site plan and facade changes post approval.

J. Roberson stated that she and Martha Fraenkel had met with Mr. Esposito and his landscaper at the site to discuss the planters (as suggested at the last P&Z meeting) as well as the landscaping changes on the site.

J. Roberson stated that the following were completed as required:

- As-built survey;
- Water test;
- Certification from the Engineer that the drainage was installed as per the revised plans.

J. Roberson provided copies of the rendering that Mr. Esposito submitted showing his proposal for three masonry, raised-bed planters for the front of the building:

- One to be approximately 10’ and the other two to be approximately 20’;
- To have open bottoms and to be filled with topsoil;
- Material Versa Whole Block Tumble Dessert Blend Weathered Mosaic to match fascia (there was a sample for viewing). The color chart was provided for the Commission to view.

J. Roberson went over the list of changes (post approval) and suggestions that had been made by Staff.

There was discussion regarding types of shrubs to be added along the top of the retaining wall in the western front parking area. J. Roberson suggested a juniper, but Mr. Esposito’s landscaper had suggested a spirea. Mr. Esposito stated that whatever J. Roberson and the landscaper decided

would be okay with him as long as it will act as protection buffer (3-4 feet tall) to keep people from getting too close to the edge.

There was discussion regarding whether any planters would be added to the western facade. The driving area is already tight. It was decided to rephrase this item on the list of post-approval changes from “Additional glass windows added to western facade,” to “Elimination of windows to the eastern facade and addition of glass wrap-around window,” as suggested by A. Kerouac and C. Dunlop.

There was discussion regarding what plan had been approved. J. Roberson stated that it is her understanding that a facade rendering had been submitted and acted on at a meeting that had been initialed and dated by Jim Larkin. It only showed the front facade, it did not show the sides at all. She explained that the Commission approved the changes to the front facade, not the side facade and that is why they are on the list.

Motion by D. Fuss to approve the following modifications to Application SP15-004 (Modification) Danielson Glass and Mirror/Neil Esposito, Jr. (originally approved on 7/21/15) located at 379 Providence Road, Map 41, Lot 119A:

- Drainage basins in rear parking area moved to edge of pavement
- Sidewalk in front of building and landscaped beds flip-flopped
- Additional handicap access ramp added
- Split block facing on lower 32” of building eliminated
- Door added to west entrance
- Shrubs added along top of retaining wall in western front parking area
- Additional lighting from three to five along front facade
- Elimination of windows to the eastern facade and addition of glass wrap-around window
- Changes to the location of vented windows along front facade
- Tree replacements on rear slope
- Replacement of ornate planting in front rain garden with grass
- Replacement of rhododendron with hardier Ilex
- Replacement of Cornus florida with Quercus coccinea
- Replacement of split-block facing with three 32-inch raised, masonry beds to match split-block and landscaped with Ilex glabra

Second by J. D’Agostino.

Discussion ensued. J. Roberson stated that she and Martha Fraenkel had done a site walk and that everything had been documented. There was discussion regarding a door that had been moved. Mr. Esposito explained that the door had been moved because of the location of the electrical panel. There was discussion regarding a walkway. Mr. Esposito indicated where there is a walkway and where there is asphalt. The walkway is concrete.

Motion was amended by A. Kerouac to include the following:

- Elimination of pedestrian sidewalk on the northeast side of the building and addition of sidewalk connecting front and rear parking areas on southwest side of the building.

Motion carried unanimously including the amendment (5-0).

2. Review draft of the Regulations Re-Write.

J. Roberson provided copies of a list of policy-oriented questions for the Commission that she and Glen Chalder had come up with while reviewing the Regulations (April 20, 2016). C. Kelleher suggested going through the policy questions (which may address many of the

questions/comments that people have) and then go through the draft of the Regulations and add comments.

Residential Zones

- Do you want to add a lot coverage requirement?
Consensus was no.
- Do you want regulations concerning the parking of commercial, construction, and/or recreational vehicles?
Consensus was yes, excluding farm equipment. J. Roberson and Glen Chalder to draft language.
Boats and recreational vehicles (including 4-wheelers and snowmobiles), need to be registered and not in front yard.
- Do you want to allow “Places of worship” on collector and arterial roads (RLUIPA)?
Only on arterial roads by special permit.
- Do you want to allow emergency trailers for fire damaged structures?
Consensus was yes, with a time limit of one year that can be extended for one more year (if rebuilding). There was discussion regarding mobile homes and construction trailers.
- Do you want a Special Permit for a detached structure if it is bigger than the house?
Consensus was yes to special permit, excluding agricultural-use structures.
- Do you want to allow kennels as an accessory use?
Discussion ensued. The Commission agreed that it should be regulated (possibly by special permit). They will revisit this.
- Do you want to allow outdoor wood burning furnaces?
Discussion ensued. The Commission agreed on allowing them, but they must meet all State and Federal standards. Consider distance to house/property line. J. Roberson will research.
- Do you want to allow accessory apartments when in a detached structure by Special Permit?
 - Smaller than primary dwelling
 - Limit of one accessory apartment
 - Special Permit
 - Owner occupied
 - Maximum

R-10 and R-30

- Do you want a minimum buildable square requirement?
Discussion ensued. Consensus was no.
- Should poultry be allowed? Is 5 chickens and no roosters ok?
Discussion ensued.
 - Yes in R-30. R-10 will be re-visited.
 - Only Hens, No Roosters
 - No Guinea Fowl

RA only

- Do you want to limit farm animals (livestock) in any way?
Discussion ensued. J. Roberson will speak with Glen Chalder regarding overcrowding situations. She will ask Glen if horses should be included as livestock? C. Kelleher stated that if there is a problem, it should be addressed.
- There was discussion regarding minimum lot size and conservation subdivisions. J. Roberson will ask Glen Chalder to review and comment on.

VCZ

- Is retail floor area limit per use or per building?

Consensus was 2,000 s.f. retail per building.

NC

- Please note that there is a mistake on p.52. No agriculture is permitted in the NC Zone.
- Need clarification on 1,500 s.f. Site Plan vs. 2,000 s.f. Special Permit
Discussion ensued. Consensus was retail floor area greater than 500 s.f. by Special Permit.
- Do you want a maximum building size?
Consensus was that it is not necessary as long as it meets the setbacks.
- What do you want as a minimum lot size?
J. Roberson to draft language, “All existing lots of record...” J. Roberson will ask Glen Chalder if you can do a maximum lot size.
- Is retail floor area per use or per building?
Per use.

RB

- Need clarification on 1,500 s.f. Site Plan vs. 2,000 s.f. Special Permit
Retail floor area greater than 500 s.f. by Special Permit (same as NC).
- Do you want a maximum building size?
- Do you want to allow auto sales as an accessory to auto repair?
Discussion ensued. Consensus was no.
- What do you want as a minimum lot size?
J. Roberson to draft language, “All existing lots of record...”

PC

- Clothing Donation Boxes in this zone only?
Discussion ensued. J. Roberson will ask Glen Chalder about this.
- Mixed Occupancy – eliminate two-unit requirement?
Discussion ensued. J. Roberson will have Glen Chalder look at Planned-Unit Development option in favor of mixed occupancy.
- What do you want as a minimum lot size?
30,000 s.f.

MMUDD

- Confirm it is out in favor of a Planned Development District (PDD)
Change to PDD as previously discussed.

Business Park Zone

- Should it allow agriculture?
To be discussed at another time.

ANY ZONE

- Adaptive Re-use of an agricultural building: Only in RA or VCD or in any zone?
Only in RA.
- Accessory apartments when in a detached structure - Allow by Special Permit?

Yes, by Special Permit.

C. Kelleher stated that she would like the Commission to have an opportunity to go over the draft of the Regulations together. They will review it at the next regular meeting. J. Roberson will ask Glen Chalder if he would be able to incorporate tonight's changes.

J. D'Agostino had left the room at 9:00 p.m.

D. Fuss left at 9:01 p.m.

III. Public Commentary – None.

IV. Adjourn

Motion by A. Kerouac to adjourn at 9:03 p.m. Second by C. Dunlop. Motion carried (3-0).

Respectfully submitted,

J.S. Perreault
Recording Secretary