

## **2014-04-01 EDC Minutes**

Tuesday, April 08, 2014

# **The Town of Brooklyn Economic Development Commission**

**Chairperson, Lyn LaCharite  
(860)774-6045**

*Meeting the First Tuesday of every month @ 4pm at the  
Clifford B Green Memorial Center*

**REGULAR MEETING OF APRIL 1, 2014**

### **MINUTES**

1.) Roll Call – Lyn LaCharite called the meeting to order at 4:03 pm

Members in attendance: Marybeth Leonard, Cary Garcia, Lyn LaCharite, Robert Simons, Chris Landis, Andrew Pinto and Ronald Ventura.

Staff in attendance: First Selectman, Rick Ives and Jana Roberson, Land Use Administrator.

2.) Approval of Minutes: Regular Meeting March 4, 2014 – Motion by Robert Simons to approve the March 4, 2014 Meeting Minutes, Second by Marybeth Leonard. Cary Garcia read corrections requested by Andrew Pinto. *Mr. Pinto would like to add and “exclusionary” clause prior to his Brooklyn Housing Report – “The following statements by Mr. Pinto may not be factual in every detail but are gleaned from his personal experience and knowledge of the situation at the time of this report.*

*Mr. Pinto would like to phase the project into three smaller contracts to expedite the start of the construction and to accommodate the availability of*

*funding for the "project". - (500K already committed) - In place of "we need someone from Brooklyn" insert "A Brooklyn person is needed for the last vacancy to the BHA and that person is required to be an existing tenant of Tiffany Square.*

Motion passes unanimously.

3.) Public Commentary - None

4.) Unfinished Business:

a.) Business Recognition – Plaques were presented to The Green Goddess and Monogrammit Plus. The announcement and photo presentation will be posted in an upcoming Turnpike Buyer.

b.) Business Association – The next meeting, Fun After Five, will be held at Robert Simons Office on April 15, 2014.

c.) Brooklyn Sign Repairs – Lyn LaCharite has been waiting on a response from Gagnon Signs regarding the cost of repairing or upgrading the older signs entering Brooklyn. Gagnon Signs built these signs originally. If she does not hear from them soon she will seek an alternate sign business to repair or replace the signs.

5.) Sign Workshop for Brooklyn Businesses with Jana Roberson –

Jana Roberson, Land Use Administrator for the Town of Brooklyn was present and presented the Commission and others in attendance a copy of the Town of Brooklyn Sign Regulations.

She next gave a brief history of zoning in the Town and her position as Zoning Enforcement Officer. Zoning was adopted in 1972. She pointed out that the enforcement of signs is only regulated to heights size and location. If there is a non-compliant business owner she will try to work it out with them, however she does have the authority present an order or injunction if the business does not comply with the regulations.

Next, she gave a power point presentation of McDonald's on Route 6 regarding their signs as an example and referred to Town of Brooklyn Regulations (Signs) Article 2 - Definitions and also Regulation Article 10- Signs. More specifically Regulation - 10.6 – Signs permitted in the Planned Commercial Zone. The Commission discussed free standing signs and their size, 25' height and area of 40 square feet with a max of 80 square feet,

along with setbacks for the placement of the sign on a property.

The following regulations were reviewed briefly:

10.6.2 – Wall signs - The aggregate of a wall sign shall not exceed one square foot for every foot in length of the building wall.

10.6.4 – Portable signs – One permitted per business with a maximum of three per lot.

10.6.5 – Temporary signs – Maximum size of eight square feet and only allowed on the lot for thirty days at the expiration of the permit.

Lyn LaCharite asked if banners are allowed and if so, do they have to submit a new permit everytime they change the banner. Jana she would require a new permit as long as the size of the banner did not change.

Robert Simons asked about panel van advertising. Jana Roberson stated she would need to look into the interpretation for this specific type of sign.

Trevor from Baker's Dozen asked about pennants and the ball sticks. Jana Roberson stated the ball sticks are not in compliance with the sign regulations. Regarding pennants, if they have some type of sign (wording) on them, they are considered compliant.

Lyn LaCharite asked if all the businesses in Town will receive a letter from her regarding the sign regulations. Mrs. Roberson stated she has plans to continue to send letters in order to make sure they are with the regulations in the near future. She started sending letters out last fall and plans to send more out.

Further discussion ensued regarding Regulation 10.8.14 – Sign erected in a Window. No more than 30% of a window can be occupied by a sign.

The Commission and others in attendance further discussed the following:

- Yellow Donation Containers and the need for further regulations regarding these.
- Design specifications for signs which are on the side of a wall.
- Replacement of free standing signs and wall signs and when a permit may be required. This would require a review with the Land Use

Administrator and decided at that time.

Jana Roberson ended her workshop stating that she would like to help businesses get what they would like regarding signs which would also make them compliant with the regulations.

6.) Other Business - None

7.) Adjournment – Robert Simons made a motion to adjourn at 5:21 pm. Motion second by Chris Landis. Motion carried.

Respectfully Submitted,

Karen M. Desrosier, Clerk