

Planning & Zoning Commission
Regular Meeting Minutes
7pm Wednesday January 2, 2013
Clifford B. Green Meeting Center

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David Fuss, Adonville
TOWN CLERK, BROOKLYN, CT

In Attendance: Carlene Kelleher, Deane Rettig, Michelle Sigfridson, Don Francis, Kerouack, Henry Moses, Tom Doherty, Jim Larkin (NECCOG)
Also in Attendance: Austin Tanner (First Selectman) and members of the public.
Absent: Paul Camara,

- I. **Call to Order:** Carlene Kelleher called the meeting to order at 7pm
- II. **Roll Call:** Roll call shows eight members present, one absent
- III. **Seating of Alternates:** none
- IV. **Adoption of Minutes:**
 1. Regular Meeting Minutes of December 5, 2012
Deane Rettig motioned to accept the minutes from December 5, 2012 as presented. Aaron Kerouack seconds this motion. All in favor. Craig Dunlop and Henry Moses abstain. Motion passes.
- V. **Public Commentary:** none
- VI. **Unfinished Business:** Carlene Kelleher stated Austin Tanner was unable to attend entire meeting, therefore she is requesting item VIII. Report of Officers and Committees #2 WalMart Update be moved to item VI. Unfinished Business:
Deane Rettig motioned to move item VIII. Report of Officers and Committees #2 WalMart Update be moved to item VI. Unfinished Business: David Fuss seconds this motion. Chuck Dobrowski stated the following updates to Wal Mart are; the concrete is up, the walls are going up, 4 ft of fill is being added to the interior of the building to bring it up to grade, drainage is beginning to be put in place, sewer lines are waiting to be hooked up, no problems, no complaints. No report yet regarding the second visit from the consultant, plans and copies will be available upon completion. This will be emailed to each member as each visit takes place, per a request from Deane Rettig.
 - a. **Reading of Legal Notice:** Read into record by Michelle Sigfridson.
 - b. **Continued Public Hearings:**
 1. Modification to previously approved application (August 3, 2011) SP11-003 Courtesy Ford, 455 Providence Road, Map 41, Lot 114, PC Zone, Proposed building addition to existing automobile sales facility.
 - c. **New Public Hearings:** None
 - d. **Other Unfinished Business:**
 1. Modification to previously approved application (August 3, 2011) SP11-003 Courtesy Ford, 455 Providence Road, Map 41, Lot 114, PC Zone, Proposed building addition to existing automobile sales facility.
Terry Chambers from KWP Associates who is representing Courtesy Ford presented his revised site plan. He recapped the situation needing resolution; for over paved lot, remove enough paved area to be in compliance with the 65% allowed by Planning and Zoning Regulations. Riprap to be removed, and shrubbery to be put in its place, no trees will be planted in this area. Fire Lane, no parking, employee and visitor parking and display areas will be striped to delineate these areas. The road front landscaping will be low shrubbery.
He went on to discuss other changes made along with the fact that with theses new changes there will be no need for an easement, and no need for a maintenance agreement because the

trees will not be planted on the churches property. Courtesy Ford applicant is requesting he be given until June 1, 2013 to complete changes because pavement plants are closed and landscaping cannot be done until spring.

Syl Pauley Engineer addressed commission with his comments:

1. Lot coverage-reduction to 65% pavement as per regulations. The millings area near employee/visitor parking should consider landscaping to prevent anyone from driving on mill area, or maybe install bumper guards
2. Number of parking spaces-Regulations state 52 spaces, Courtesy Ford is proposing the use of 33 spaces, Syl feels 33 spaces is sufficient.
3. Regulations state max one point egress for vehicles-Courtesy Ford has two. Syl suggested 20-30ft reduction for safety reasons. Courtesy Ford does not feel it is necessary to make changes.
4. Handicap parking has been brought to code.
5. Dimensions for compact car parking-fixed
6. There is no designated area for loading and unloading vehicles-Syl states this will not be an issue due to the fact that there is ample area for maneuvering.
7. Courtesy Ford additional pavement markings to delineate display areas from travel lanes within property.
8. General landscaping of site complies with purpose and intent of these regulations- They eliminated 2/3 of riprap slope and have moved the landscaping onto Courtesy Ford property.
9. Five foot buffer on Courtesy Ford property, 10ft on state, which is in compliance with the 15ft as stated in the regulations, but 2/3 of this area is on state property.
10. No trees will be planted out front.
11. At least 10 sq ft of interior landscaping.

Terry Chambers did remind the commission that a variance was granted for the 15ft to be reduced to 5ft. The DOT also states this is ok. The Zoning Board of Appeals also granted the maximum of road front landscaping to be 3ft. He advised the commission, accept, accept with conditions or deny.

Henry Moses motioned to close the Public Hearing, Tom Doherty seconds this motion.

Deane Rettig wanted feedback from the public before closing the Public Hearing. Carlene Kelleher agrees with Deane Rettig. Henry Moses accepts the motion to close the Public Hearing. All others oppose. Motion fails.

Jim Larkin questioned the placement of the fence. It was stated that the fence will be placed on Courtesy Ford property. Jim Larkin also asked about the gas valve on east side of the building being unprotected. Terry Chambers confirmed that there were 3 ballards installed to protect the gas valves. Discussion as to what will happen if there is future development on Rte 6? Would the 5ft buffer remain? It was concluded that yes the state could take their 10ft of property, which would in fact leave just the 5ft buffer. Henry Moses motioned to close the Public Hearing Tom Doherty seconds this motion. All in favor. Motion passes.

It was discussed that maybe one of the conditions that should be in place would be to have curb stops installed 2ft from the 5ft buffer, and also along the side of the property in the gravel area. Michelle Sigfridson stated 5ft is the only requirement right now, because of the variance. Deane Rettig reviewed the regulations for compliance with the height of the landscaping to be planted in the front of the Courtesy Ford property. Deane Rettig asked that a Consensus be taken with respect to 18" height for landscaping versus maximum of 3' height for landscaping. He asked who believes we should require that the shrubs in the front be in compliance with the town

regulations, which is a minimum of 3ft? The consensus showed four of the eight members present agreed the shrubs should be a minimum of 3ft.

Carlene Kelleher stated that Syl Pauley suggested a reduction in the size of the entrance driveways. It was agreed that the size of the driveways should remain the same. Jim Larkin will be gathering information from tonight's meeting which will be addressed at the next Regular meeting.

Deane Rettig motioned to table the discussion of SP11-003 Courtesy Ford until next Regular Meeting. David Fuss seconds this motion. All in favor. Motion passes.

VII. New Business:

a. **Applications:** Chuck Dobrowski informed the commission that the Recreation Department has completed an application to be presented at the February Meeting. Deane Rettig motions to accept the completed application. Craig Dunlop seconds this motion. All in favor. Motion passes.

b. **Other New Business:** None

VIII. Reports of Officers and Committees:

1. **Zoning Enforcement Officer's Report December 2012.** Chuck Dobrowski reviewed the outcome of the excavation project being conducted by Mr. Jaxx. Since the last town meeting Mr. Jaxx hired Paul Archer, surveyor. Mr. Archer reviewed the letter and issues, confirming excavation being done is well under ½ acre. There is nothing for the commission to rule on. No violations. Mr. Jaxx will revise his hours of operation to a reasonable time of day. Chuck Dobrowski will be sending the Hoyt's a letter explaining no jurisdiction from this commission.
2. **Wal Mart Update.** Addressed earlier in the meeting (item VI Unfinished Business)
3. **Update on Land Use Officer Position.** Austin Tanner has made corrections and changes by the commission. Will bring the job description to the Board of Finance because their December meeting was cancelled. After he presents it to the Board of Finance then he will start advertising. Don Francis voiced his opinion pertaining to the job description, and the fact that he believes it will be hard to find someone to fill this position.
4. **Regulations Subcommittee.** No meeting held in December. Will be having a meeting in January.
5. **Route 169 Recommendations Follow-up Subcommittee.** Michelle Sigfridson stated the committee did meet in late December. Moving in the direction of a overlay zone.
6. **Budget.** Included in commission members packet.
7. **Chairman's Report.** Nothing to add.

XI. Public Commentary:

Lisa Arends, Allen Hill Road, voiced concern about Inlands and Wetlands issues, she would like to see the consultant reports from WalMart posted on the website for convenience of those who cannot make it to the Town Hall during business hours.

Don Francis asked if there will be someone filling in for the ZEO position. Carlene Kelleher stated that would be something that Austin Tanner (First Selectman) would handle.

Deane Rettig motioned to adjourn. Aaron Kerouack seconds this motion. All in favor. Meeting adjourned at 10:30pm.

Respectfully Submitted,

Lisa Scribner
Recording Secretary