

**Planning & Zoning Commission
Regular Meeting Minutes
7pm Wednesday March 6, 2013
Clifford B. Green Meeting Center**

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2013 MAR 18 A 9:35

In Attendance: Carlene Kelleher, Craig Dunlop, Deane Rettig, Michelle Sigfridson, Aaron Kerouack, Tom Doherty, Henry Moses

Also in Attendance: Austin Tanner (First Selectman), Jim Larkin (NECCOG) and members of the public.

Absent: David Fuss, Don Francis (both excused absences)

New Member: Derek Wesolowski, appointed last week to replace the unexpired term and vacated position by Paul Camara.

- I. **Call to Order:** Carlene Kelleher called the meeting to order at 7:01pm
- II. **Roll Call:** Roll call shows eight members present
- III. **Seating of Alternates:** none
- IV. **Adoption of Minutes:** Minutes from 2/6/13 accepted with the following changes. The letter from Attorney John Fitzgerald discussed addition of Private Schools as a Permitted Use by Special Permit in the RA Zone. The minutes and the motions sheet did not reflect "By Special Permit." Deane Rettig motioned to accept the minutes as amended. Aaron Kerouack seconds this motion. All in favor. Motion passed.
- V. **Public Commentary:** Lisa Arends stated that she understood from the previous month's meeting that the letter from Attorney John Fitzgerald would be attached to the minutes when posted online and she did not see the attachment and would like to. Recording Secretary confirmed letter would be posted.

Carlene Kelleher would like to add the following topics to the Agenda under section VII b 1.) The approval of the demolition of the Recreation Building as discussed in the Town Meeting on March 4, 2013. 2.) The grant of an easement for the utilities to be placed at Riverside Park.

Deane Rettig motioned to add to the Agenda under section VII b 1.) The approval of the demolition of the Recreation Building as discussed at the Town Meeting on March 4, 2013. 2.) The grant of an easement for the utilities to be placed at Riverside Park. Craig Dunlop seconds this motion. All in favor. Motion passed.

VI. Unfinished Business:

- a. **Reading of Public Notice:** Michelle Sigfridson reads the legal notice into the record.
- b. **Continued Public Hearings:** none
- c. **New Public Hearing:**

1. SP13-001 Langevin Limited Partnership, 468 Allen Hill Road, Map 31, Lot 28C, RA Zone; Plan and Design Custom Kitchens second floor of barn.

Archer Surveyors representing Langevin Limited Partnership presented plans for a proposed Custom Kitchen sight. An A2 survey has been conducted of the entire 350 acres. Jim Larkin presented the waiver request for signature regarding traffic staging, hazardous materials, inland/wetland, DEP, DOT, open space and topography. Henry Moses motioned to grant the waiver. Craig Dunlop seconds this motion. All in favor. Motion passed.

Henry Moses motioned to close the public hearing, Deane Rettig seconds this motion. All in favor. Motion passed.

d. Other Unfinished Business:

1. SP13-001 Langevin Limited Partnership, 468 Allen Hill Rd, Map31, Lot 28C, RA Zone; Plan and Design Custom Kitchens second floor of barn.

Deane Rettig motioned to approve application of SP13-001 Langevin Limited Partnership, 468 Allen Hill Rd, Map31, Lot 28C, RA Zone. Henry Moses seconds this motion. All in favor. Motion passed.

2. 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. (Public hearing closed January 2, 2013)

Henry Moses and Tom Doherty have listened to the tapes of the meetings and they are both up to date with all deliberations.

The committee was given the following list of findings and conditions for Courtesy Ford which was reviewed by the commission:

1. Dimensional requirements as provided in Section 3.4.8.6 are met by the latest plans filed by the applicant, site development plan showing proposed landscaping prepared for Courtesy Ford Inc. revised 12/28/12
2. Subject to appropriate conditions of approval, the proposed design meets the architectural standards and design requirements of Section 3.4.8.6
3. The applicant has demonstrated per section 3.6.2.5 that the proposed parking plan and number of spaces adequate for the use of the site.
4. The standards of Section 5.7 are satisfied by the plans as presented, subject to reasonable conditions and safeguards as may be additionally imposed by the Commission as part of this approval.
5. The plans as presented, subject to appropriate reasonable modifications, conditions and safeguards, satisfy the objectives of Sit Plan approval as provided in Section 4.3
6. The requirements of Section 4.5 have been met (Site plan requirements)
7. Subject to reasonable appropriate conditions, modifications and safeguards, the proposed design meets the requirements of Article 11-Landscaping Regulations.

Possible conditions for approval

1. The plans shall be modified to provide standard curb stops for the ten (10) spaces labeled as Employee Parking on the south east portion of site and along the northern boundary between the proposed display areas and the landscaped buffer as shown on the most recently submitted site plan, to provide protection for landscaping and storage area. The plan modification shall be reviewed and approved by the town's engineer to insure compliance with this condition prior to the filing of the plans.
2. Four (4) deciduous trees with a caliper of at least 2.5 inches (measured four feet above the root crown) and at least 8 feet in height when planted shall be added to the landscape buffer along the northern property boundary. The revised landscape plan, in satisfaction of this condition shall be reviewed and approved by the town's engineer prior to filing of plans.
3. Proposed staggered rows of Juniperus Sabina and euonymus fortune "moonshadow" located along Route 6 shall be planted on property owned by the applicant. The revised landscape plan, in satisfaction of this condition, shall be reviewed and approved by the town's engineer prior to the filing of the plans.

4. The location of the proposed 120 LF 4' high green vinyl clad chain link fence shall be moved inside the applicant's property boundary. Upon completion of installation, the professional engineer or land surveyor acting for the applicant shall certify to the Commission in writing that said fence is located entirely within the applicant's property boundary.
5. Three quarter inch stone may be substituted for millings in those areas where existing pavement is to be removed.
6. The boundary of the display areas shall not encroach within the existing curb cuts along the northern portion of the property. Display areas shall be depicted on the final plans as shown on the black and white plan presented 1/2/12. The revised site plan, in satisfaction of this condition, shall be reviewed and approved by the town's engineer prior to the filing of the plans.
7. All improvements and modifications approved by the Brooklyn Planning and Zoning Commission are to be completed by June 1, 2013. On or before June 1, 2013, the professional engineer or licensed land surveyor acting on behalf of the applicant shall certify in writing to the Commission that all of the proposed activities approved by this action of the Commission and all of the conditions of approval imposed by this approval have been fully satisfied and that the applicant is in full compliance with the approved sit plan. In the event that the Commission does not receive such certification as required herein, then the Commission reserves the right to revoke said approval, requiring the applicant to apply for a new site plan approval.

Craig Dunlop voiced concern as to if the parking area is actually a parking area or a display area. Consensus taken according to regulation 11.5.1 if the first several rows along Route 6 of the Courtesy Ford property are a display or parking area: 4 members voted it should be considered a display area. 3 members voted it should be considered a parking area.

Based on this decision it means the commission does not need to mandate any specific requirements for the height of landscaping because it is in a display area.

Discussion as to how many trees should be planted on the northern boundary, route 6, was held and voted on, with the final results; four (4) members wanted four (4) trees and two (2) members wanted two (2) trees.

Deane Rettig motioned to approve SP11-003 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, based on the findings of the Commission, with respect to the special permit and subject to the imposition of certain appropriate conditions and safe guards, based upon the evidence in the record of the public hearing the commission approves conditions 1-7 (previously listed 1-7 of conditions, in these minutes) with modification of #3 to remove the 3' requirement upon maturity for the front road landscaping. Michelle Sigfridson seconds this motion. All in favor. Tom Doherty opposed, he doesn't understand the commission's reasoning with regards for item #2. Derek Wesolowski abstains (new member). Henry Moses left the meeting before this motion was voted on.

VII. New Business:

a. Applications:

1. SP13-002 The Learning Clinic, 464 Pomfret Road, Map 27, Lot 7, Construct an 18x24 Art Studio.

Tom Doherty made a motion to accept the application. Craig Dunlop seconds this motion. A Public Hearing date is set for April 3, 2013. All in favor. Motion passed.

b. Other New Business:

1. Section 824 CT General Statutes. Planning and Zoning required to approve certain activities that the town takes with respects to buildings and abandonment. The Commission does approve the demolition of the recreation building as decided at the town meeting on March 4, 2013.

Deane Rettig made a motion to support the demolition of the Recreation Building. Tom Doherty seconds this motion. All in favor. Motion passed.

2. Easement of Utilities for Riverside Park.

Deane Rettig made a motion to support the utilities easement for Riverside Park. Michelle Sigfridson seconds this motion. All in favor. Motion passed.

VIII. Reports of Officers and Committees:

1. Zoning Enforcement Officer's Report February 2013.
ZEO's report was included in each Commissioner's packet. Tom Doherty stated the report is incomplete. Mr. Tanner reassured the commission that during the interim of filling the ZEO position there will be someone to cover any issues that arise until the position is filled.
2. Wal-Mart Update. Project is progressing. Milone and MacBroom do not have anything to report because the work is being done on the interior of the building. The building inspector is in everyday.
3. Update on Land Use Officer Position. The position has been posted. Current position will be vacant 3/16/13.
4. Regulations Subcommittee. Meeting cancelled due to illness
5. Route 169 Recommendations Follow-up Subcommittee. Meeting was held last week. Another will be held next week. Topic of discussion will be if the committee is going to recommend an overlay zone; what the boundaries would be.
6. Budget. Included in each Commissioners Packet. Looking to have a full time position.
7. Chairman's Report. There was a complaint by one member as to the poor quality of the tapings of the meetings.

IX. Public Commentary:

Lisa Arends also discussed the poor tape recording quality of these meetings. She also suggested that an overhead projector would be helpful at these meetings to present maps etc. that way everyone sitting in the "public" can see what is being presented.

X. Adjourn:

Carlene Kelleher made a motion to adjourn. Tom Doherty seconds this motion. All in favor. Motion passed. Meeting adjourned 9:35pm.

Respectfully Submitted,

Lisa Scribner
Recording Secretary

BROOKLYN PLANNING AND ZONING COMMISSION
REGULAR MEETING OF

ROLL CALL VOTES: March 6, 2013

Board Members:	Attendance	1	2	3	4	5	6	7	8	9	10
Kelleher-Chair	X	+	+	+	+	+	+	+	+	+	+
Rettig-Vice Chair	X	+	+	+	+	+	+	+	+	+	+
Sigfridson-Secretary	X	+	+	+	+	+	+	+	+	+	+
Doherty	X	+	+	+	+	+	-	+	+	+	+
Dunlop	X	+	+	+	+	+	+	+	+	+	+
Fuss											
Francis											
Moses	X	+	+	+	+	+					
Kerouack	X	+	+	+	+	+	+	+	+	+	+
Wesolowski							abs				

- Motion 1 mm was made by Deane Rettig to accept the minutes from 2/6/13 as amended. Aaron Kerouack seconds this motion. All in favor. Motion passed.
- Motion 2 mm was made by Deane Rettig to add to the Agenda under section VII b 1.) The approval of the demolition of the Recreation Building as discussed in the Town Meeting on March 4, 2013. 2.) The grant of an easement for the utilities to be placed at Riverside Park. Craig Dunlop seconds this motion. All in favor. Motion passed.
- Motion 3 mm was made by Henry Moses to grant the waiver for Langevin Limited Partnership and Custom Kitchens Design Company. Craig Dunlop seconds this motion. All in favor. Motion passed.
- Motion 4 mm was made by Henry Moses to close the public hearing. Deane Rettig seconds this motion. All in favor. Motion passed.
- Motion 5 mm was made by Deane Rettig motioned to approve application of SP13-001 Langevin Limited Partnership, 468 Allen Hill Rd, Map31, Lot 28C, RA Zone. Henry Moses seconds this motion. All in favor. Motion passed.
- Motion 6 mm was made by Deane Rettig to approve SP11-003 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, based on the findings of the Commission, with respect to the special permit and subject to the imposition of certain appropriate conditions and safe guards, based upon the evidence in the record of the public hearing the commission approves conditions 1-7 (previously listed 1-7 of conditions, in these minutes) with modification of #3 to remove the 3' requirement upon maturity for the front road landscaping. Michelle Sigfridson seconds this motion. All in favor. Tom Doherty opposed, he doesn't understand the commission's reasoning with regards for item #2. Derek Wesolowski abstains (new member) Henry Moses left the meeting at 8:50pm before this motion was voted on.
- Motion 7 mm was made by Tom Doherty made a motion to accept the application. Craig Dunlop seconds this motion. A Public Hearing date is set for April 3, 2013. All in favor. Motion passed.
- Motion 8 mm was made by Deane Rettig to support the demolition of the Recreation Building. Tom Doherty seconds this motion. All in favor. Motion passed.
- Motion 9 mm was made by Deane Rettig made a motion to support the utilities easement for Riverside Park. Michelle Sigfridson seconds this motion. All in favor. Motion passed.
- Motion 10 mm was made by Carlene Kelleher to adjourn. Tom Doherty seconds this motion. All in favor. Motion passed. Meeting adjourned 9:35pm

**PLANNING AND ZONING COMMISSION
TOWN OF BROOKLYN
P.O. BOX 356
CONNECTICUT 06234**

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**TOWN OF BROOKLYN
PLANNING AND ZONING COMMISSION
NOTICE OF ACTION**

RECORDED VOL. PAGE
Liona A. Mainville
TOWN CLERK, BROOKLYN, CT

At the recent regular meeting of the Planning and Zoning Commission on March 6, 2013, the following action was taken:

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-APPROVED WITH CONDITIONS.
2. SP13-001 Langevin Limited Partnership, 468 Allen Hill Road, Map 31, Lot 28C, RA Zone; Plan and Design Custom Kitchens second floor of barn-APPROVED.

Any appeals are to be filed with the superior court 15 days from the date of the legal notice appearing in the paper.

Dated this 7th day of March 2013.

Carlene Kelleher
Chairman

Please publish Saturday, March 9, 2013 in the legal section of the Bulletin. Use Account Number 10089300. Call Audrey with any questions at 860-779-3411.