

Planning & Zoning Commission
Special Meeting Minutes
Wednesday May 21, 2013 at 7pm
Clifford B. Green Meeting Center
69 South Main Street

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2013 MAY 29 P 4:49

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In Attendance: Carlene Kelleher, Craig Dunlop, Michelle Sigfridson (arrived 7:06pm), Aaron Kerouack, Don Francis, Derek Wesolowski, David Fuss

Also in Attendance: Jana Roberson, AICP (Land Use Administrator), Jim Larkin (NECCOG) and members of the public.

Excused: Deane Rettig

- I. **Call to Order:** Carlene Kelleher called the meeting to order at 7:04pm
- II. **Roll Call:** Roll call shows six members present
- III. **Seating of Alternates:** none
- IV. **Public Commentary:** none

Carlene Kelleher took a moment to welcome Jana Roberson the new Land Use Administrator for the Town of Brooklyn.

V. **Unfinished Business:**

- a. **Reading of Legal Notice**
- b. **Continued Public Hearings:** None
- c. **New Public Hearings**

1. SP13-004 Kenneth Loiselle 60 Pomfret Road, Map 25, Lot 57, VCD Zone;
Replace siding with wood clapboard, install period door, rebuild fence and install windows.

d. **Other Unfinished Business:**

1. SP13-004 Kenneth Loiselle 60 Pomfret Road, Map 25, Lot 57, VCD Zone;
Replace siding with wood clapboard, install period door, rebuild fence and install windows.

Andre' Maurice asked the question as to why a public hearing is required. Carlene Kelleher explained the regulation of VCD Zone requirements involving renovations.

Jim Larkin presented to the commission on Mr. Loiselle's behalf, samples of trim and clapboard to be used. Jim Larkin also discussed other renovations. He also stated that there is a Placard in place at the site. Abutters' notices were issued.

Carl Maletic asked if there were any additional accessory buildings that will be added to this property. Carlene Kelleher confirmed there are no accessory buildings being requested.

Andre' Maurice asked if the use for the property has changed. Carlene Kelleher confirmed this will be a residential property.

David Fuss expressed his appreciation to the purchaser of this property.

Don Francis made a motion to close the public hearing. David Fuss seconds this motion. All in favor. Motion passed.

Carlene Kelleher requested a motion for an Agenda change. She requested item 1. Under section VI be moved to item 2, section V. subsection d. Other Unfinished Business.

David Fuss made a motion to make agenda change and move item 1. Section VI New Business, the Modification to site change on previously approved application SP11-003 Courtesy Ford, 455 Providence Road, Map 41, Lot 114, PC Zone on the agenda as requested. Derek Weselowski seconds this motion. All in favor. Motion passed.

2. Modification to site change on previously approved application SP11-003
Courtesy Ford, 455 Providence Road, Map 41, Lot 114, PC Zone

David Smith, Engineer from KWP Associates presented site map for Courtesy Ford, highlighting the proposed change regarding the rip rap on the west property line. The intent is to leave the rip rap and plant pockets of vegetation that will soften the appearance of the rip rap.

Syl Pauley, Engineer from NECCOG read a letter pertaining to the summary of the conditions of approval which was included in each commissioner's packet. The following was discussed.

1. Employee parking spaces. Has been resolved
2. Planting of trees and low lying shrubs along the road front to provide a buffer between the road and display area. Has been resolved (planted 4 trees)
3. The low lying shrubs will include Junipres Sabina and Moon shadow to be planted along Rte 6. Has been resolved
4. The 4' high fence 120' in length fence which was originally proposed to be placed on the property of the neighboring church has actually been put in place on the property of the applicant. Has been resolved
5. Milling of pavement to reduce impervious surface and replace with 3/4" stone. Has been resolved
6. Boundary of display areas shall not encroach with the existing curb cuts along Northern portion of property. Has been delineated on the plan.
7. Execution of the proposed work which is shown on the plan. This has not been met at this time, no work has commenced

Syl Pauley went on to explain that the removal of the rip rap will result in soil erosion. The proposed vegetation to be planted will improve the aesthetics of the slope. Although the field view and the plan views are different, the proposed design has Syl's approval and he finds the changes adequate.

David Fuss asked if this will go to a public hearing, Carlene Kelleher explained the options available; commission can waive the public hearing process, commission can vote to have it go to public hearing, commission can present minor modification to the Town Planner for approval.

David Fuss made a motion to have the modification presented to the Town Planner for approval. Don Francis seconds this motion. Aaron Kerouack discusses the June 1st deadline for this modification. No work has commenced. There was additional discussion as to the extension of the deadline.

David Fuss made a motion to amend condition #7 of the summary of conditions to grant an extension of the deadline from 6/1/13 to 7/1/13. Don Francis seconds this motion. Derek Wesolowski abstains as does Craig Dunlop. Aaron Kerouack opposes. Motion passed

David Fuss made a motion to have the modification presented to Town Planner for approval. Craig Dunlop seconds this motion. Derek Wesolowski abstains. Motion passed.

3. Discussion on Zoning Regulation Article 18 Administration and Enforcement.

Jim Larkin presented Article 18 of the regulations (previously Article 16) for discussion. There was discussion as to regulation 18.2 and 18.2.1 regarding penalties for violation of regulations. Carlene Kelleher stated regulation 18.1-ZEO shall be appointed by First Selectman, currently. Discussion held as to the best way to handle the enforcement, what is the best process as to who should be responsible for the election of the ZEO, and if any changes should be made to the current regulation. Final consensus; Jana Roberson will collect language for 18.2 regulation for June meeting and then a public hearing date can be set.

4. Discussion on Planned Commercial Zone.

Jim Larkin presented members with a list for regulations regarding Design Standards. Jim noticed there was no discussion regarding traffic. He reviewed corner lots and the designation of entrances for consumer access. Set back distance requirement was also discussed. Jim

suggested that Brooklyn regulations are currently set at a minimum. He suggested that the regulations should encourage a specific distance. The next item highlighted from the list was the reflective, opaque and tinted materials shall be avoided????? Jim asked if this is appropriate for all buildings.

Don Francis believes the verbiage should eliminate the difference of opinion by setting standards with stronger language. Aaron Kerouack also stated the verbiage should be stronger, this will possibly prevent issues in the future. Jana Roberson will review the Design Standards Regulation for discussion at the next meeting for incorporation into the regulations. The Commission Members were encouraged to create a list of issues they would like to see addressed by the ZEO to the next meeting.

VI. New Business:

1. Discussion of rescheduling date of June 2013 meeting

Finance Board has set the town meeting to vote on the budget for June 5th 2013 so the P&Z Meeting needs to be rescheduled.

The meeting will be set for Monday June 3rd 2013 at the Clifford B. Green Memorial Building. WalMart was the next topic. Jim Larkin addressed the commission stating that WalMart will be addressing certain issues; a modification regarding conservation easement on west side of property, removal of stone driveways, demolition plan, change the color of the portion of the façade behind the main sign, that color is not made anymore. David Fuss asked Austin Tanner about the site walk process and how things are going. Mr. Tanner stated that they are trying to get their schedules to coincide so that a site walk may be conducted.

David Fuss made a motion to accept application SP13-004 Kenneth Loiselle as presented subject to staff approval of material to be used for the fence, front period door, ballistrade, door for widows walk on the roof of the sun porch addition. Craig Dunlop seconds this motion. All in favor. Motion passed.

VII. Public Commentary:

David Fuss welcomed Jana Roberson, the new Land Use Administrator. Carlene Kelleher thanked Jim Larkin for the time he served for the Town of Brooklyn and his tremendous help with the P&Z Commission.

VIII. Adjourn:

David Fuss made a motion to adjourn. Michelle Sigfridson seconds this motion. All in favor. Meeting adjourned at 8:53pm

Respectfully Submitted,

Lisa Scribner
Recording Secretary

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

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

RECEIVED
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2013 MAY 29 A 10:50
RECORDED VOL. PAGE
Stella Q. Marinella
TOWN CLERK, BROOKLYN, CT

At the recent special meeting of the Planning and Zoning Commission on May 21, 2013, the following action was taken:

1. SP13-004 Kenneth Loiselle, 60 Pomfret Road, Map 25, Lot 57, VCD Zone; Replace siding with wood clapboard, install period door, rebuild fence and install windows-
APPROVED WITH CONDITIONS.

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 29th day of May, 2013.

Carlene Kelleher
Chairman

Please publish Thursday, May 30, 2013 in the legal section of the Bulletin. Use Account Number 10089300. Call Audrey with any questions at 860-779-3411.

Corrected - ACL

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

**TOWN OF BROOKLYN
PLANNING AND ZONING COMMISSION
PUBLIC HEARING
LEGAL NOTICE**

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2013 MAY -8 A 9 25
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Sharon A. Mainville
TOWN CLERK, BROOKLYN CT

The Planning and Zoning Commission will hold a public hearing on Tuesday, May 21, 2013 at 7:00 p.m. at the Clifford B. Green Memorial Center, 69 South Main Street, Brooklyn, CT on the following:

1. SP13-004 Kenneth Loiselle, 60 Pomfret Road, Map 25, Lot 57, VCD Zone; Replace siding with wood clapboard, install period door, rebuild fence and install windows.

Dated this 8th day of May 2013

Carlene Kelleher
Chairman

Please publish in the legal section of the Bulletin Friday May 10, 2013 and Friday May 17, 2013.
Please use Account 10089300. Call Audrey with any questions at 860-779-3411.

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

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

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2013 MAY 22 P 4:42
RECORDED VOL. PAGE
Storia Q. Marville
TOWN CLERK, BROOKLYN, CT

At the recent special meeting of the Planning and Zoning Commission on May 21, 2013, the following action was taken:

1. SP13-004 Kenneth Loiselle, 60 Pomfret Road, Map 25, Lot 57, VCD Zone; Replace siding with wood clapboard, install period door, rebuild fence and install windows-
APPROVED WITH CONDITIONS.

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 16 day of May, 2013.

Carlene Kelleher
Chairman

Please publish Friday, May 17, 2013 in the legal section of the Bulletin. Use Account Number 10089300. Call Audrey with any questions at 860-779-3411.

**PLANNING AND ZONING COMMISSION
TOWN OF BROOKLYN**

P.O. BOX 356
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Maria Q. Mainville
TOWN CLERK, BROOKLYN, CT

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

At the recent special meeting of the Planning and Zoning Commission on May 21, 2013, the following action was taken:

1. Special Permit Modification to site change on previously approved application SP11-003 Courtesy Ford, 455 Providence Road, Map 41, Lot 114, PC Zone-APPROVED WITH CONDITIONS.

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 29th day of May 2013.

Carlene Kelleher
Chairman

Please publish Friday May 31, 2013 in the legal section of the Bulletin. Use Account Number 10089300. Call Audrey with any questions at 860-779-3411.

BROOKLYN PLANNING AND ZONING COMMISSION
REGULAR MEETING OF

ROLL CALL VOTES: May 21, 2013

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

- Motion 1 mm was made by Don Francis to close the public hearing. David Fuss seconds this motion. All in favor. Motion passed.
- Motion 2 mm was made by David Fuss to make agenda change and move item 1. Section VI New Business, the Modification to site change on previously approved application SP11-003 Courtesy Ford, 455 Providence Road, Map 41, Lot 114, PC Zone on the agenda as requested . Derek Weselowski seconds this motion. All in favor. Motion passed.
- Motion 3 mm was made by David Fuss to have the modification presented to the Town Planner for approval. Don Francis seconds this motion. Aaron Kerouack discusses the June 1st deadline for this modification. No work has commenced. There was additional discussion as to the extension of the deadline.
- Motion 4 mm was made by David Fuss to amend condition #7 of the summary of conditions to grant an extension of the deadline from 6/1/13 to 7/1/13. Don Francis seconds this motion. Derek Wesolowski abstains as does Craig Dunlop. Aaron Kerouack opposes. Motion passed
- Motion 5 mm was made by David Fuss to have the modification presented to Town Planner for approval. Craig Dunlop seconds this motion. Derek Wesolowski abstains. Motion passed.
- Motion 6 mm was made by David Fuss to accept application SP13-004 Kenneth Loisele as presented subject to staff approval of material to be used for the fence, front period door, ballistrade, door for widows walk on the roof of the sun porch addition. Craig Dunlop seconds this motion. All in favor. Motion passed.
- Motion 7 mm was made by David Fuss to adjourn. Michelle Sigfridson seconds this motion. All in favor. Meeting adjourned at 8:53pm

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