

**TOWN OF BROOKLYN  
PLANNING AND ZONING COMMISSION  
Regular Meeting  
Tuesday, October 18, 2022, 6:30 p.m.**

**3 WAYS TO ATTEND: IN-PERSON, ONLINE, AND BY PHONE**

<b>Clifford B. Green Meeting Center, Suite 24, 69 South Main Street, Brooklyn, CT</b>		
<b>Click link below:</b> <a href="https://us06web.zoom.us/j/84765564828">https://us06web.zoom.us/j/84765564828</a>	<b>or</b>	<b>Go to <a href="https://www.zoom.us/join">https://www.zoom.us/join</a> Enter meeting ID: 847 6556 4828</b>
<b>Dial: 1-646-558-8656</b>		
<b>Enter meeting number: 847 6556 4828, then press #, Press # again to enter meeting</b>		

**MINUTES**

- I. Call to Order** – Michelle Sigfridson, Chair, called the meeting to order at 6:30 p.m.
- II. Roll Call** – Michelle Sigfridson, Carlene Kelleher, Allen Fitzgerald, John Haefele, Lisa Herring, Seth Pember and Brian Simmons (all were present in person). Sara Deshaies was present via Zoom.  
Gill Maiato and was absent with notice.

**Staff Present:** Jana Roberson, Director of Community Development (present in person); Austin Tanner, First Selectman (present via Zoom).

**Also Present in Person:** Kelsey Juozaitis (Hare). There was one additional person in audience.

**Present via Zoom:** Sharon Loughlin.

**III. Seating of Alternates**

There was discussion regarding Alternate Members.

Motion was made by C. Kelleher to seat Brian Simmons as a Regular Member for this meeting (October 18, 2022).

Second by J. Haefele. No discussion.

Motion carried unanimously by voice vote (7-0-0).

M. Sigfridson suggested that discussion regarding Agenda Item IV. New Business, b. Other New Business, 1. Preliminary Discussion re: 59 North Society Road (formerly Ad Label, Inc.) as potential dog grooming salon with Kelsey Juozaitis (Hare), Owner: Robert Benson & Arlene Baril, take place during the first Public Commentary (Agenda Item V.).

There were no objections.

**IV. Adoption of Minutes:** Meeting October 5, 2022

Motion was made by C. Kelleher to accept the Minutes of the Regular Meeting of October 5, 2022, as presented.

Second by A. Fitzgerald. No discussion.

Motion carried unanimously by voice vote (5-0-3). M. Sigfridson, L. Herring and J. Haefele abstained as they had not attended that meeting.

## **V. Public Commentary**

Kelsey Juozaitis (Hare) explained that she would like to have a dog grooming salon at 59 North Society Road (RA Zone) where a label making business had previously been located. She wants to utilize the office space of the former label business for her dog grooming salon (no boarding or daycare).

J. Roberson referred to the Assessor's Field Card (included in packets to Commission Members). It is a small-scale industrial building. She explained that there are zoning permits on file, that it is legally non-conforming and probably pre-existed Zoning. Typical rural driveway, not very visible from the road. It is a vacant industrial site very close to the Canterbury line.

There was discussion regarding that dog grooming is not a permitted use in the Zoning Regulations. A gentleman seated in the audience stated that the building used to be a chicken barn. Ms. Sigfridson commented that the Commission is supportive of a business going in there. Ms. Roberson explained about adaptive re-use of an agricultural building. There was discussion regarding which use a dog groomer would fall under and craftspeople is a possibility. Ms. Sigfridson commented that there are options.

Ms. Roberson will contact Ms. Juozaitis (Hare) on Thursday.

## **VI. Unfinished Business:**

a. **Reading of Legal Notices:** Read aloud by J. Roberson.

b. **Continued Public Hearings** – None.

c. **New Public Hearings:**

1. Plan of Conservation and Development Update – Housing Chapter.

J. Roberson gave a PowerPoint presentation. She explained about the POCD and that the current Plan (adopted in 2011) had only three pages regarding Housing. This update to the Housing Chapter is more detailed, containing over 30 pages. The goal is to build public support for affordable housing programs and development and an objective is to educate people about housing affordability and build an understanding of the community and social benefits of a more diverse housing profile. She explained about the needs assessment and gap analysis.

Ms. Roberson explained that, if adopted as part of the POCD, the Housing Chapter becomes policy, but it is not regulatory. There are two sets of recommendations: 1) Complying with the Affordable Housing Plan requirement; 2) Naturally Occurring Affordable Housing.

Ms. Roberson reviewed Zoning recommendations that would help promote housing diversity and other aspects of the POCD:

- Minimum lot size of 5 acres for multi-family;
- Special permit for detached accessory dwelling units;
- Mobile Homes/Tiny Homes;
- Areas that are considered sustainable do not permit housing in the Planned Commercial Zone and the Village Center Zone (limited capacity);
- Incentive Housing Zone;
- Density Bonuses for affordable and sustainable housing;

- Pursuing grants and other incentives to encourage renovation of older housing.

There is a lot of emphasis on providing housing for people who experience homelessness.

Ms. Roberson explained how the Statutes provide for amending the POCD. The Board of Selectmen approved the Brooklyn Housing Plan in May. She is not sure whether the requirement of it being endorsed by the legislative body has been met.

There was discussion. Ms. Sigfridson asked about the status of the overall Plan. Ms. Roberson explained that she has met with the Sewer Authority and is working on the sewer update and would like to have a draft for the PZC in the spring. Other topics of discussion included the following: manufactured mobile homes; who is responsible for applying for grants; set-aside development; 8-30g; tiny homes.

M. Sigfridson suggested leaving the public hearing open to give the Commission Members an opportunity to review the Housing Plan.

Motion was made by J. Haele to continue the public hearing for the Plan of Conservation and Development Update – Housing Chapter, to the next regular meeting of the Planning and Zoning Commission to be held on November 2, 2022 at 6:30 p.m. at the Brooklyn Middle School Auditorium, 119 Gorman Road, Brooklyn, CT and via Zoom.

Second by A. Fitzgerald. No discussion.

Motion carried unanimously by voice vote (8-0-0).

**d. Other Unfinished Business:**

1. **ZRC 22-007:** Revisions to the Residential-Agricultural Zone to allow Glamping as a Special Permit Use with specific standards, including Section 2.B Definitions, Section 3.C.2.4. Permitted Uses in the RA Zone, and Section 6.T Standards for Glamping. **\*Public hearing November 2, 2022.\***

**VII. New Business:**

**a. Applications:** None.

**b. Other New Business:**

1. Preliminary Discussion re: 59 North Society Road (formerly Ad Label, Inc.) as potential dog grooming salon with Kelsey Juozaitis (Hare), Owner: Robert Benson & Arlene Baril. – See Public Commentary above.
2. Preliminary suggested changes to regulations concerning setbacks for accessory structures.

Ms. Roberson explained suggested changes to Sections 2.B, 3.A, 8.A, and Article 19 (copies included in packets to Commission Members). There was discussion. Margaret Washburn requests clarification regarding location of pools. The Commission would like her to draft language for them to review.

J. Roberson will draft new language in the form of a formal proposal for Zoning Regulation change. The Commission would be able to make changes before proceeding with scheduling the public hearing.

## **VIII. Reports of Officers and Committees**

Margaret Washburn's report dated September 29, 2022 was included in packets to Commission Members (this same report was also included in the October 5<sup>th</sup> packets).

## **IX. Public Commentary – None.**

Ms. Roberson noted that there was correspondence: a referral from the Town of Canterbury regarding a public hearing on amendments to Section 10.3 Accessory Apartments in the Canterbury Zoning Regulations to be held on November 10, 2022.

## **X. Adjourn**

M. Sigfridson adjourned the meeting at 8:25 p.m.

Respectfully submitted,

J.S. Perreault  
Recording Secretary