

PLANNING AND ZONING COMMISSION

TOWN OF BROOKLYN

P.O. BOX 356

CONNECTICUT 06234

PLANNING AND ZONING COMMISSION

TOWN OF BROOKLYN

REGULAR MEETING MINUTES

March 7, 2012

Clifford B. Green Memorial Center

69 South Main Street

7:00 p.m.

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- I. Call to Order:** The meeting was called to order at 7:02 p.m.
- II. Roll Call:** Paul Camara, Michelle Sigfridson, Don Francis, Tom Doherty, Deane Rettig, Carlene Kelleher, Craig Dunlop, Al Sandholm and David Fuss.

Absent: Henry Moses without notice.

Staff Present: Jim Larkin, NECCOG Planner, Chuck Dobrowski, ZEO, Audrey Cross-Lussier, Recording Secretary, Bucky Lohbusch, Recreation Director and Austin Tanner, First Selectman.

Also Present: Janet Blanchette, J&D Engineering, and public in attendance.

- III. Seating of Alternates: None.**
- IV. Adoption of Minutes:**

1. A motion was made by Deane Rettig to accept the meeting minutes of February 1, 2012 as presented. Al Sandholm seconds this motion. Discussion held. All in favor. The motion passes. Don Francis and Michelle Sigfridson abstain.

- ## V. Public Commentary:

Lisa Arends, Allen Hill Road, commented on the renovation/architecture of Courtesy Ford and feels that this design is out of character and does not fit into the Route 6 Guidelines. Also Ms. Arends commented on the rip-rap “rocks” that have been placed to the side of the building near the embankment of the Lutheran Church and questions whether there was to be landscaping placed there.

David Fuss addressed Ms. Arends concerns with regards to the rip-rap rocks and feels that this is part of the erosion control plan to stabilize the embankment as retention. Mr. Fuss commented he believes some sort of vegetation will be placed in the future once the project is completed.

Mr. Dobrowski commented that the architectural design of Courtesy Ford is what was approved by the Commission on the submitted plan. Mr. Dobrowski will investigate the rip-rap that has been placed.

Ms. Arends commented the lights at Premier Chevrolet seem to be pointing right at drivers. Ms. Arends questioned the downward lighting guidelines and asked if there are new lights at Courtesy Ford as they seem brighter. Mr. Dobrowski commented they are the same existing lights that were there previously.

VI. Unfinished Business:

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

VII. New Business:

a. Applications:

1. SPR12-001 Brooklyn Recreation Commission; Riverside Park, Greenway Drive off Day Street, Map 42, Lot 74, R-10 Zone; Construction of Parking Lots, Ball Fields, Sand Volleyball Court and Future Construction of Concession/Restroom Building and Gazebo and Utilities.

Janet Blanchette from J and D Civil Engineers represents application SPR12-001. The property is located off of Day Street-Greenway Drive along the Quinebaug River within the Commercial Zone. Ms. Blanchette reviews the site plan with Commission Members. Ms. Blanchette stated that approvals have been received from Northeast District Department of Health for septic system to serve the concession and restroom building. Approval for city water line connection has been granted by CT Water. The funding mechanism has been a DEEP/STEAP Grant.

Ms. Blanchette discussed the three categories of activities that will take place at the park:

The passive component that will include hiking, fishing, kayaking, bird watching, and walking trails.

The active component that would include little league baseball field, little league T-Ball field and a volleyball court.

The Community component that would include craft festivals, non-profit jamborees, canoe lessons, environmental activities, etc.

Ms. Blanchette discussed the traffic flow and parking as depicted on the site map. The passive uses such as hiking, fishing, walking trails, etc., would create more of a staggering type of traffic.

The active uses such as little league use would be seasonal from April through approximately July. During the hours of 5 p.m. and 8:30 there could be up to 25 young athletes at the field. Ms. Blanchette commented that the traffic light cycles every one minute letting through approximately 8 vehicles. Ms. Blanchette discusses the stacking type of traffic that will occur and its effects on the traffic flow of Day Street.

For Community activities there is parking for approximately 90 cars. In the event of an infrequent community activity 2 to 3 times per year – a concert, craft festival, Ms. Blanchette recommends having traffic policeman available for directing traffic from the event such like the Brooklyn Fair employs.

Ms. Blanchette commented that the Town has put a considerable investment infrastructure to get the site ready for this type of activity – reconstruction of Greenway Drive with bituminous concrete, installing sidewalks, the acceptance of Greenway Drive as a Town Road, a canoe launch has been installed, and a parking lot has been constructed.

Tom Doherty questions if the parking for the 90 cars is pervious or impervious. Ms. Blanchette commented that it is gravel-pervious.

Al Sandholm question if the parking areas are full would there be enough room for an emergency vehicle such as an ambulance. Ms. Blanchette stated yes there is and demonstrated this on the site map.

Deane Rettig questioned that there is a request for a waiver of Section 4.5.2.5.3 of the site plan requirements for the architectural building elevations. Mr. Rettig asks Ms. Blanchette what the structure at Prince Hill Park looks like. Ms. Blanchette describes the building as a split phase concrete masonry building. Ms. Blanchette demonstrates where a similar building will be located on the site plan.

Mr. Rettig questions the size and shape of the gazebo. Ms. Blanchette commented that the Recreation Commission is looking into this issue. Mr. Rettig questioned if the waiver is granted will the Commission not see what an example of what the two structures look like before they exist. Ms. Blanchette recommends making this a condition of approval that prior to a building permit being issued the commission review the architectural drawings.

Chairman Kelleher voiced her concerns with regards to the traffic on Day Street. Ms. Kelleher would like stronger assurance with regards to any traffic a festival would create.

Don Francis commented that there is an ordinance in Town that requires a permit from the Board of Selectmen for any occasion that draws a certain number of people. Mr. Francis recommends this be looked into.

David Fuss suggests that as a condition of approval a traffic officer and/or offer a shuttle service for a large event with permission from the adjacent plaza owner.

Jim Larkin comments that a courtesy notice regarding this application should be sent to the Town of Killingly. Ms. Blanchette commented that a notice was sent to the Town of Killingly with regards to the wetlands application on this project.

A motion was made by Deane Rettig to accept application SPR12-001 as presented. Al Sandholm seconds this motion. Discussion held. All in favor. The motion passes unanimously.

A motion was made by Deane Rettig to grant the waiver of Section 4.5.2.5.3 Site Plan Requirements for submission of the architectural building elevations. David Fuss seconds this motion. Discussion held. All in favor. Michelle Sigfridson and Deane Rettig abstain. The motion passes.

A motion was made by David Fuss to table action on application SPR12-001. Tom Doherty seconds this motion. All in favor. The motion passes unanimously.

b. Other New Business:

1. Letter (February 7, 2012) from KWP Associates regarding Brooklyn Sand and Gravel.

At the request of Terry Chambers of KWP Associates Chairman Kelleher read the following letter dated February 7, 2012 into the record:

At the last meeting of the Planning and Zoning Commission on Wednesday, February 1, 2012, assertions were made that Brooklyn Sand and Gravel had clear cut trees on the abutting property owner's land without their knowledge or permission. I spoke with Wayne Jolley the morning after the meeting and, approximately one or two years ago, Mr. Jolley of Brooklyn Sand and Gravel purchased three acres from Sacred Heart Church. As part of that transaction, the Church specifically requested that Mr. Jolley remove trees from their property so that they could expand their cemetery. Mr. Jolley removed the trees at the request of the Church and was compensated for this effort by the Church. He even went so far as to install a 10' high berm in this area to visually shield the cemetery from his operation – not at the suggestion of the Church, but of his own volition. I would appreciate if this letter is read aloud under correspondence at your next regular meeting.

2. Presentation to the Commission Regarding the Eggs Property.

Don Francis gave a presentation/slide show to the Commission with regards to the purchasing of the Eggs Property. The presentation/slide show consisted of the report compiled by the UCONN Students – Village Analysis; Historic District Study; Zoning Map; Zoning Study; Building Use Study; Land Use Study; Activity Node Study; Existing Conditions/Sewer and Water Access; Site Adjacencies; Buildable/Unbuildable; Vegetation; Build-out Analysis; Existing 3D Model; Program Analysis; Ross Property Program Requests; Existing Locations of Program Elements;

Brooklyn Schools; Brooklyn Town Hall; Brooklyn Town Library; Program Statement Team A, Team B and Team C.

Selectman Tanner commented that on Saturday, March, 17, 2012 there will be a wagon ride to tour the property from 9 a.m. to 12 p.m. On Thursday, March 22, 2012 there will be another informational meeting at the Creamery Brook Village at 7:00 p.m. The Town meeting will be on Tuesday, March 27, 2012 at the Brooklyn Middle School with another showing of the UCONN Presentation. The referendum/vote will be Tuesday, April 3, 2012 at the Brooklyn Middle School.

Discussion held.

VIII. Reports of Officers and Committees:

1. Zoning Enforcement Officer's Report January 2012:

Chuck Dobrowski gives a detail summary of the ZEO Report for the month of February 2012.

Mr. Dobrowski stated he and Selectman Tanner did a site visit at Paradise Lake talking with residents with regards to a clean-up effort.

Mr. Dobrowski voiced his concerns with regards to the KWP/Mr. Chambers letter dated February 7, 2012, regarding Brooklyn Sand and Gravel. Mr. Dobrowski read the minutes and listened to the recording of last month's meeting February 1, 2012, and feels there were a lot of accusations tossed around last month by Mr. Dessert and asked the Commission if there were any questions they had that he could put to rest. Discussion held.

Tom Doherty suggests that Mr. Dobrowski put the facts together in letter form and bring to next month's meeting so that they may be put on the record.

Deane Rettig questioned Mr. Dobrowski with regards to the new building that is being constructed by the Learning Clinic located on Route 169, and whether or not a site plan was brought to the Commission for their review. Mr. Rettig reads the regulation 3.4.4.3 RA Zone Site Plan Review-All uses other than Agricultural or Residential (Single-family and Duplex Dwellings) are subject to Site Plan Review, as described in Article 4. Mr. Rettig feels that a site plan review was required.

Mr. Dobrowski commented that the plan was brought before Wetlands Commission for approval. Mr. Dobrowski stated that schools are a permitted use in the RA Zone. The Learning Clinic has been an existing permitted use therefore approval was granted by the ZEO.

After lengthy discussion it was determined by the Commission that anything other than Agricultural, Single-Family and Duplex Dwellings will require site plan review.

Don Francis voiced his concern with regards to the Saveway dirt parking area adjacent to the gas station. Mr. Francis would like to know what the proposed plan is for this parking area. Mr. Francis is aware that ZEO, Mr. Dobrowski has been in contact with owner Mr. Scott. Mr. Dobrowski commented that he has previously met with the owner of Saveway regarding this issue and was asked by the owner to leave the property. Discussion held.

Selectman Tanner commented that he will review this issue with Mr. Dobrowski and determine the next course of action.

Don Francis suggests having a "Sign Sweep" once a month with regards to the illegal signs located in town. Discussion held.

Chairman Kelleher voiced her concerns with regards to the clean-up efforts regarding Brooklyn Oil. With spring time coming now would be the time to begin re-enforcing the issue.

Michelle Sigfridson commented that she has been approached by two neighbors with neighborhood issues. Ms. Sigfridson feels an increase focus on enforcement would be welcomed.

Jules D'Agostino briefly gives comments with regards to enforcement issues.

2. Route 169 Scenic Highway Protection Update:

Mr. D'Agostino stated that two meetings thus far have been held and updated Commission Members. The meeting minutes for both meetings (2/6/12 and 2/27/12) are posted on the Town's website. Discussion held.

3. Regulations Subcommittee:

Chairman Kelleher stated that at the VCD regulations are being worked on. Ms. Kelleher commented they are looking at creating two separate VCD Districts – VCD1 and VCD2. The VCD1 would have more stringent regulations pertaining to the Historic area. The VCD2 area would encompass the RA Zone. Discussion held. The consensus of the Commission was to explore a VCD1 and VCD2 for discussion purposes.

Deane Rettig asked for an update with regards to the Sign Regulations. Jim Larkin commented that he and Tom Doherty are working on one section and can expect this to be ready for review at April's meeting and to tentatively schedule a public hearing for May.

Tom Doherty commented that the Town Green has three owners – the Church, State and Town. Mr. Doherty discusses this issue with Selectman Tanner and suggests the Town consider pursuing ownership of the Town Green. Discussion held.

Don Francis commented that he would like the Commission to be kept abreast on the Friendship Valley property (60 Pomfret Road). David Fuss suggests a letter of inquiry be sent to the mortgage company from the Board of Selectman. Craig Dunlop suggests to retrieve any current information ZEO, Mr. Dobrowski may have on the property.

Tom Doherty suggests placing this as an item on next month's agenda. Al Sandholm suggests getting the Historical Society involved. Discussion held.

4. Cap Size Build-Out Update:

Al Sandholm commented that he, Craig Dunlop and Henry Moses informally met approximately 1 week ago. Mr. Sandholm then met with Jim Larkin to compile a number of parcels that are on Route 6 in the Planned Commercial Zone either singularly or combined units. Once this number is reached another meeting will be scheduled.

5. Budget:

Chairman Kelleher met with Selectman Tanner with regards to the Budget. Planning Services – Jim Larkin's time has been less this year and the projection for the 2012-2013 budget years will be the same.

Ms. Kelleher stated that there is some additional funding in the budget this year and she has been in contact with Selectman Tanner about the idea of having an RFP for the revamping and potential re-writing of the Zoning Regulations. Discussion held.

Deane Rettig suggested a detailed breakdown of the budget with regards to expenses and revenues be provided to the Commission for their review. Discussion held. Selectman Tanner made note of this request.

Chairman Kelleher commented as part of the budget discussion with Selectman Tanner she requested that an overhead projector with a laptop computer be available in the Clifford B. Green Meeting Room for use by the Planning and Zoning Commission.

6. Chairman Report:

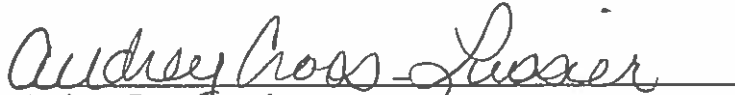
Nothing new to report.

IX. Public Commentary:

Lisa Arends, Allen Hill Road, commented that upon review of the Town of Brooklyn's Website there was no agenda or minutes for the Cap Size Build-Out Subcommittee.

Al Sandholm commented that no minutes were taken. This was an informal discussion to discuss the committee's course of action. Mr. Sandholm offered to compile meeting minutes to appease Ms. Arends request.

- X. **Adjourn:** A motion was made by David Fuss to adjourn the meeting at 9:35 p.m. Tom Doherty seconds this motion. No discussion held. All in favor. The motion passes unanimously.


Audrey Cross-Lussier
Recording Secretary