

**Planning & Zoning Commission  
Regular Meeting Minutes  
7pm Wednesday November 7, 2012  
Clifford B. Green Meeting Center**

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**In Attendance:** Carlene Kelleher, Deane Rettig, Don Francis, Aaron Kerouack, Henry Moses, Caleb Mainville, Dunlop, Tom Doherty, Michelle Sigfridson, Jim Larkin NECCOG  
**Also in Attendance:** Austin Tanner (First Selectman), Terry Chambers (KWP Associates) Ernest Cotnoir (Attorney representing Courtesy Ford), John Martins (owner of Courtesy Ford), members of the public  
**Excused:** Paul Camara, David Fuss

- I. **Call to Order:** Meeting called to order at 7pm
- II. **Roll Call:**  
Roll Call showed eight members present. Two absent
- III. **Seating of Alternates:** none
- IV. **Adoption of Minutes:**  
Regular meeting minutes of October 3, 2012-Deane Rettig moved to adopt minutes of October 3, 2012. Don Francis seconds this motion. All in favor. Motion passed.  
Special Meeting Minutes of October 16, 2012-Deane Rettig moved to adopt minutes of October 16, 2012. Don Francis seconds this motion. All in favor. Motion passed.  
Carlene Kelleher made a motion that the following changes be reflected in the Special Meeting Minutes of October 16, 2012 to read as follows: **Section V.-** Scott Denzel of Sampsonics Computers, 23 Wauregan Road, Map 24 Lot 135, VCD Zone, Sign permit request in VCD. Chuck Dobrowski agreed the sign was in compliance but it is the P&Z Commission authority to approve permit for sign. All in favor. Henry Moses abstains.  
The minutes read as if there was only one committee established. There were two. One is an adhoc committee of commission, who will advise the P&Z Commission how we want o react to the Rte 169 committee chaired by Jules D'Agostino. The other committee will be an ongoing advisory committee to the town. All in favor
- V. **Public Commentary:** none
- VI. **Unfinished Business:**
  - a. **Reading of Legal Notice:**  
Michelle Sigfridson reads the legal notice into the record.
  - 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.  
Terry Chambers presented an "as built" for the site. Discussed changes made to the plan, sidewalks, slopes, proposed employee parking. The proposed employee parking area will have 38 parking spaces for employee rather than the original proposal of 54 spaces. It was stated at the last meeting that the commission did not wish to review the landscaping plan until an updated, accurate "as built" was completed. The landscaping plan has not had any changes from what was presented at the last meeting. Carlene Kelleher brought up the subject regarding the excess percentage amount of excess pavement. Terry Chambers discussed the options to resolve this issue, (buy additional land, rip up pavement, make pavement pervious). He stated the regulations allow for a 5% "bonus" for servicing of more than one property from a common access point. The other 5% "bonus" allowance falls under an access management plan. The other option would be to request a variance from the ZEO.

Carlene Kelleher voiced her concern with respect to the over paved impervious paved area. Terry Chambers stated if the commission granted the 5% "bonus" allowance for access management plan which would bump up the lot coverage allowance to 70% which would leave 1.6% that could be worked out by Courtesy Ford. The pervious pavement and/or ripping out of pavement will be addressed with Syl Pauly.

The Commission will discuss with Attorney Alters the request for a variance and if the access management plan is an option.

Terry Chambers requested on behalf of Courtesy Ford that the public hearing be continued.

Henry Moses made a motion to grant the extension request of the Public Hearing. Deane Rettig seconds his motion. All in favor. Motion passed.

Henry Moses made a motion to continue the Public Hearing to the next scheduled meeting on December 5, 2012. Craig Dunlop seconds this motion. All in favor. Motion passed.

**c. New Public Hearings:**

1. Private School Definition. The language was presented with Commission member packets. Jim Larkin clarified the regulation changes the Commission approved at the last meeting. To allow private schools in the RA zone, subject to a Special Permit. @. To add the definitions of Private School and Municipal Facilities.

Lisa Arends, Allen Hill Rd addressed the commission regarding language for private schools and handling dormitories or conversion of single family homes for dormitory uses. She asked the Commission to consider these issues when looking at definition of Private Schools so we are forward thinking as opposed to dealing with a chain reaction after the fact.

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

Tom Doherty made a motion to add to the next planning meeting agenda the review of collection centers and review of dormitories. Deane Rettig seconds this motion stating it should be listed at the end of the agenda.

**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.

Deane Rettig moved to postponed the unfinished business in line with the fact that we continued the public hearing. Henry Moses seconds this motion. All in favor. Motion passed.

2. Private School Definition.

Deane Rettig made a motion to approve the private schools draft (dated 8/3/12) that has been discussed this evening. Henry Moses seconds this motion. All in favor. Motion passed.

**VII. New Business:**

- a. Applications: none
- b. Other New Business: none

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

1. Zoning Enforcement Officer's Report October 2012

Report was presented in Commissioner's packets. Tom Doherty stated the ZEO's report is inadequate because it does not include enforcement action taken, which the Board had previously requested to see in the report

2. **Wal Mart update**

Austin Tanner addressed the commission stating he and Chuck Dobrowski have been unable to discuss this issue due to schedule conflicts. He also discussed that he did sign a contract with the consulting firm Milone & MacBroom who will report every two weeks to the site to monitor the Wal Mart progress and compliance. The steel trusses will be put in place beginning next week. No site work from December through spring.

3. **Regulations Subcommittee.**

Carlene Kelleher reviewed the items that were discussed at the meeting. Jim Larkin had compiled a inventory sheet of all the properties in the VCD and discussion of possible extension of the VCD, add and deleting properties, division of the VCD and area that allow commercial properties for commercial use and for those areas that are currently residential to remain residential.

4. **Budget**

A copy of the budget is in the packet for review by the Commission Members.

5. **Chairman's Report**

Nothing to report

**IX. Public Commentary**

Lisa Arends addressed the Commission stating that the Commission might want to exercise caution with respect to the Courtesy Ford situation and keep in mind there is another new business going up across the street. "What's good for one is good for the other."

**X. Adjourn:**

Henry Moses motioned to adjourn. Michelle Sigfridson seconds this motion. All in favor. Meeting adjourned at 8:31pm.

Respectfully Submitted,

Lisa Scribner  
Recording Secretary

# BROOKLYN PLANNING AND ZONING COMMISSION

## REGULAR MEETING OF

November 07, 2012

### ROLL CALL VOTES:

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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	X	+	+	+	+	+	+	+	+	+	+
Moses	X	+	+		+	+	+	+	+	+	+
Camara											
Kerouack-Alternate		+	+	+	+	+	+	+	+	+	+
- Alternate											
- Alternate											

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*Rona C. Mainville*  
TOWN CLERK, BROOKLYN, CT

- Motion 1 mm was made by Deane Rettig to adopt the Regular Meeting minutes of October 3, 2012. Don Francis seconds this motion. All in favor. Motion passes.
- Motion 2 mm was made by Deane Rettig to adopt the Special Meeting minutes of October 16, 2012. Don Francis seconds this motion. All in favor. Motion passes.
- Motion 3 mm was made by Carlene Kelleher that the following changes be reflected in the Special Meeting Minutes of October 16, 2012 to read as follows:  
**Section V.-** Scott Denzel of Sampsonics Computers, 23 Wauregan Road, Map 24 Lot 135, VCD Zone, Sign permit request in VCD. Chuck Dobrowski agreed the sign was in compliance but it is the P&Z Commission authority to approve permit for sign. All in favor. Henry Moses abstains. The minutes read as if there was only one committee established. There were two. One is an adhoc committee of commission, who will advise the P&Z Commission how we want o react to the Rte 169 committee chaired by Jules D'Agostino. The other committee will be an ongoing advisory committee to the town. All in favor. Motion passes.
- Motion 4 mm was made by Henry Moses to grant the extension request of the Public Hearing. Deane Rettig seconds his motion. All in favor. Motion passes.
- Motion 5 mm was made by Henry Moses to continue the Public Hearing to the next scheduled meeting on December 5, 2012. Craig Dunlop seconds this motion. All in favor. Motion passes.
- Motion 6 mm was made by Henry Moses to close the public hearing. Deane Rettig seconds this motion. All in favor. Motion passes.
- Motion 7 mm was made by Tom Doherty to add to the next planning meeting agenda the review of collection centers and review of dormitories. Deane Rettig seconds this motion stating it should be listed at the end of the agenda.
- Motion 8 mm was made by Deane Rettig to postpone the unfinished business in line with the fact that we continued the public hearing. Henry Moses seconds this motion. All in favor. Motion passes.
- Motion 9 mm was made by Deane Rettig to approve the private schools draft (dated 8/3/12) that has been discussed this evening. Henry Moses seconds this motion. All in favor. Motion passes.

Motion 10      mm was made by Henry Moses to adjourn. Michelle Sigfridson seconds this motion. All in favor. Meeting adjourned at 8:31pm.

**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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*Shera A. Maciville*  
TOWN CLERK, BROOKLYN, CT

The Planning and Zoning Commission will hold a public hearing on Wednesday, November 7, 2012 at 7:00 p.m. at the Clifford B. Green Memorial Center, 69 South Main Street, Brooklyn, CT on the following:

1. Private School Definition.

Dated this 24th day of October 2012.

Carlene Kelleher  
Chairman

Please publish in the legal section of the Bulletin Friday October 26, 2012 and Friday November 2, 2012. Please use Account Number 10089300. Call Audrey with any questions at 860-779-3411.

**PLANNING AND ZONING COMMISSION**

**TOWN OF BROOKLYN**

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Sharon A. Mainville  
TOWN CLERK, BROOKLYN, CT

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

At the recent regular meeting of the Planning and Zoning Commission on November 7, 2012, the following action was taken:

1. Private School Definition – 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 8<sup>th</sup> day of November 2012.

Carlene Kelleher  
Chairman

Please publish Friday November 9, 2012 in the legal section of the Bulletin. Use Account Number 10089300. Call Audrey with any questions at 860-779-3411.