

PLANNING AND ZONING COMMISSION
TOWN OF BROOKLYN
CONNECTICUT 06234

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PLANNING AND ZONING COMMISSION
TOWN OF BROOKLYN
CONNECTICUT
SPECIAL MEETING MINUTES
March 16, 2010
Clifford B. Green Memorial Center

I. Call to Order: The meeting was called to order by Chairman Kelleher at 7:05 p.m.

II. Roll Call: Carlene Kelleher, Deane Rettig, Al Sandholm, Tom Doherty, David Fuss, Don Francis, Henry Moses.

Absent: Craig Dunlop with notice, Barbara Repko without notice, Paul Camara without notice.

Staff Present: Jim Larkin and Audrey Cross-Lussier.

Public in Attendance: Lisa Arends, Cheryl Sandholm.

III. Seating of Alternates: None. Chairman Kelleher informed the commission that alternate member Harry Artters has resigned.

IV. Reading of Legal Notice: Al Sandholm read the legal notice for the record.

V. New Public Hearings:

1. Regulations:

a. Open Space (Section 8)

Corrections to be made:

Section 8.1.1 adequate should be changed to "adjacent."

Section 8.4.1 in the example section, last sentence 25% should be changed to "25 percent."

Jim Larkin discussed "fee in lieu of" with the commission.

Chairman Kelleher commented that there will have to be a procedure implemented in the Town Hall that flags any subdivision that has not paid the fee so the sale cannot be completed. Discussion held.

b. Parking

Chairman Kelleher reviewed with the commission all of the changes made to the Parking regulations.

Public Comment: Lisa Arends commented on corrections and typo's to be made.

Deane Rettig commented on corrections and typo's to be made.

Tom Doherty commented on impervious overflow parking. Discussion held.

After a lengthy discussion it was the decision of the Commission to send the Parking regulation back to the subcommittee for further revisions.

c. Section 4.4.2 – Application for Site Plan Approval

Chairman Kelleher stated that this section has been revised to be in compliance with State Statute. The only change is that the application will not be accepted unless the application has already been submitted to the Inland Wetlands Commission. Discussion held.

d. Change in VCD add Section 3.4.5.5.1

This section was a new section added stating the Zoning Enforcement Officer or the agent designated by the Commission may issue a permit for a like use without formal review for a new or existing owner where no modifications to the use are proposed.

No changes were made to this section by the Commission.

A motion was made by Henry Moses to close the public hearing. Deane Rettig seconded this motion. No discussion held. All in favor. The motion carried unanimously.

2. Route 6 Corridor Design Guidelines

Jim Larkin, NECCOG gave a brief presentation with regards to the Design Guidelines. Mr. Larkin highlighted the following; the planned commercial district, architectural design, roofline, entrances, facade detailing, window pattern and articulation, materials, colors, textures, scale and proportion, building orientation and site layout, lighting, signage, sign lighting, circulation and parking, parking location, pedestrian circulation, landscaping and screening, site landscaping, street trees, public amenities, and pedestrian access.

Public Comment: Lisa Arends would like to see the Town adopt the Guidelines and has given accolades to the subcommittee working on this project.

Commission members discussed the Route 6 Corridor Design Guidelines. After a lengthy discussion Commission members suggested sending back the Guidelines to the subcommittee and have them revise the Guidelines to make sure that no sentence is less restrictive than the regulations and if there is than change to match the regulations.

Chairman Kelleher would like to see this done fairly quickly and suggested that the public hearing be continued to a special meeting in April.

A motion was made by Deane Rettig to continue the public hearing on the Route 6 Guidelines to Tuesday, April 20, 2010. Henry Moses seconded this motion. No discussion held. All in favor. The motion carried unanimously.

Public Hearing Section Closes

Meeting Business Proceeds

VI. Unfinished Business:

1. Regulations:

- a. Open Space (Section 8)**
- b. Parking**
- c. Section 4.4.2 – Application for Site Plan Approval**
- d. Change in VCD add Section 3.4.5.5.1**

2. Route 6 Corridor Guidelines

A motion was made by Deane Rettig to approve the Open Space (Section 8) regulation, Section 4.4.2-Application for Site Plan Approval regulation, Change in VCD add Section 3.4.5.5.1 regulation and to deny the Parking regulation. Henry Moses seconded this motion. No discussion held. All in favor. The motion carried unanimously.

A motion was made by Deane Rettig to continue the public hearing on the Route 6 Guidelines. Henry Moses seconded this motion. No discussion held. All in favor. The motion passed unanimously.

A motion was made by Henry Moses that the Parking Regulation goes back to the subcommittee for the stated changes and typos to be made. Deane Rettig seconded this motion. No discussion held. All in favor. The motion carried unanimously.

VII. MMUDD Regulations

A brief discussion was held on the MMUDD Regulations. A new Draft copy will be submitted for review at the April 7, 2010 meeting.

VIII. Ordinance for Land Use Application Fees

Chairman Kelleher asked Selectman Kelleher if he had received any comments from commission members with regard to the Ordinance. Mr. Kelleher stated that he has not received any comments and feels that the Commission is satisfied.

Tom Doherty asked if there will be a section that will specify the protocol of procedures to raise the fees. Mr. Kelleher stated that there is a provision where the Selectmen can change the ordinance without going to a Town meeting. Discussion held.

Al Sandholm made a motion to endorse the Ordinance for Land Use Application fees and send to a Town Meeting. David Fuss seconded this motion. Discussion held. Al Sandholm revised his motion to state to endorse the Ordinance for Land Use Application fees and send to the Board of Selectman. All in favor. The motion carried unanimously.

Chairman Kelleher stated that a staff meeting has been set up to discuss the ordinance establishing land use application fees. The meeting will take place Thursday, March 25, 2010 at 9:30 a.m. Brooklyn Town Hall Conference Room.

IX. Budget

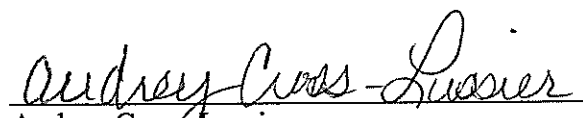
Chairman Kelleher discussed the budget line items with the Commission. A 6 month breakdown of the Professional Services and Engineering Services were discussed. Selectman Kelleher discussed the base fees with regards to the Fee Ordinance. Discussion held.

X. Public Commentary

No public commentary was given.

XI. Adjourn

A motion was made by Henry Moses to adjourn the meeting at 9:36 p.m. Al Sandholm seconded this motion. No discussion held. All in favor. The motion carried unanimously.


Audrey Cross-Lussier
Recording Secretary