

Procedure for Election of Officers

- 1) Open nominations for Chair position, move to nominate, second, move to close nominations.
- 2) Open nominations for Vice Chair position, move to nominate, second, move to close nominations.
- 3) Vote on Chair, Vote on Vice Chair (or vote on slate).

Public Hearings

There are four public hearings. Once you close the public hearing, no more information can be received so please do not close any public hearing prematurely.

ZRC 21-001: Request to change Zoning Regulations concerning Conservation Subdivisions

Sample Motion

Move to approve the proposal to amend portions of Sec. 6.G of the Zoning Regulations concerning conservation subdivisions with the finding that the changes will aid in the protection of public health, safety, welfare, and property values and are consistent with the Plan of Conservation and Development and the intent of the Zoning Regulations. The regulations shall become effective 15 days from the date of publication.

SRC 21-001: Request to change Subdivision Regulations concerning Conservation

Subdivisions

Sample Motion

Move to approve the proposal to amend portions of Article 5A of the Subdivision Regulations concerning conservation subdivisions with the finding that the changes will aid in the protection of public health, safety, welfare, and property values and are consistent with the Plan of Conservation and Development and the intent of the Zoning Regulations. The regulations shall become effective 15 days from the date of publication.

ZRC 21-002: Request to change Zoning Regulations concerning retail sale of cannabis and micro-cultivation, Applicant: PZC

Sample Motion

Move to approve the proposal to amend portions of Sec. 2.B, Sec. 4.D.2.3.18, and Sec. 4.E.2.5.3. of the Zoning Regulations concerning retail sale and micro-cultivation of cannabis with the finding that the changes will aid in the protection of public health, safety, welfare, and property values and are consistent with the Plan of Conservation and Development and the intent of the Zoning Regulations. The regulations shall become effective 15 days from the date of publication.

GBR 21-004: Gravel Bank Renewal for Sansoucy Quarries, 248 Pomfret Road, Assessor's Map 26, Lots 19 & 19A, Applicant: Paul Sansoucy.

- Incomplete application. Date of receipt 12-2-21. Sixty-five day extension granted on Jan. 4, 2022.

GBR 21-005: Gravel Bank Renewal for FCR Realty LLC, 200 acres north of Brickyard Road and west of Day Street (Assessor's Map 35, Lot 7; Map 41, Lot 6; Map 42, Lot 43; Map 42, Lot 43), Applicant: FCR Realty, LLC.

- Applicant under a cease and desist order for wetlands and zoning permit violations.
- Date of receipt 12-2-21. Sixty-five day extension granted.
- See attached note from David Held regarding proposed withdrawal of renewal application.

SP 21-003: Special Permit for Adaptive Reuse of an Agricultural Building at 330 Day Street, Applicant: Jesse Trinqué.

Sample Motion

SP 21-004: Special Permit for Accessory Apartment at 26 Herrick Road, Applicant: Michael Bunning.

Sample Motion

ZRC 21-003: Request to change Zoning Regulations concerning Adaptive Re-Use of an Agricultural Building, Sec. 6.B.3.1., Applicant: Brooklyn Self Storage, LLC.

Sample Motion

SP 22-001: Special Permit for Accessory Apartment at 190 Wolf Den Road, Applicant: JP Rimoczy.

Sample Motion

Move to schedule a public hearing for SP 22-001: Special Permit for Accessory Apartment at 190 Wolf Den Road, Applicant: JP Rimoczy for the regular meeting of the Planning and Zoning Commission to be held on March 15, 2022 at 6:30 p.m. in the Clifford B. Green Memorial Building, 69 South Main Street, Brooklyn, CT and via Zoom.

Filing Extensions for SD 21-004

Sample Motion

Move to extend the filing deadline an additional 90 days for SD 21-004.

Jana Roberson

From: Jana Roberson
Sent: Friday, February 11, 2022 12:48 PM
To: Rushie Bean; msigfridson@gmail.com
Cc: Margaret Washburn; Austin Tanner
Subject: RE: Planning & Zoning Proposed Budget 2022-2023
Attachments: Planning & Zoning Proposed Budget 2022-2023 submitted 2-11-2022.xlsx

Rushie,
Please see the attached proposed budget submitted on behalf of the Planning and Zoning Commission.
Thank you.

Jana Butts Roberson, AICP
Director of Community Development/Town Planner
69 South Main Street, Suite 22
Brooklyn, CT 06234
(860) 779-3411 x.14
Mon/Tues 8-5, Thurs 8-6
j.roberson@brooklynct.org

From: Rushie Bean <bean@brooklynschools.org>
Sent: Monday, January 17, 2022 6:00 PM
To: Jana Roberson <J.Roberson@Brooklynct.org>; msigfridson@gmail.com
Cc: Margaret Washburn <M.Washburn@Brooklynct.org>; Austin Tanner <A.Tanner@Brooklynct.org>
Subject: Planning & Zoning Proposed Budget 2022-2023

Jana and Michelle,

Attached is the budget form for the Planning & Zoning Commission for you to complete for 2022-2023. Please complete with as much detail as possible and submit the completed spreadsheet to both me and Austin Tanner by February 10, 2022.

Please contact me if you have any questions.

Rushie Bean
Finance Director
Town of Brooklyn & Brooklyn Public Schools
119 Gorman Rd.
Brooklyn, CT 06234
P (860)774-5925 x 206
F (860)774-6938

FY 2022-2023 PROPOSED BUDGET

Account	Description	FY22 Adopted Budget	FY23 Proposed Budget	Narrative - Description detailing request
1005.41.4153.51620	Planning & Zoning-Wages PT	\$0.00		Please provide number of staff members. Wages will be calculated by First Selectman
1005.41.4153.51900	Planning & Zoning-Wages-Rec. Secretary	\$3,150.00	\$4,200	24 migs @ \$175/mtg.
1005.41.4153.53020	Planning & Zoning-Legal Services	\$10,000.00	\$10,000	(hard to anticipate from year to year)
1005.41.4153.53200	Planning & Zoning-Professional Affiliations	\$110.00	\$110	CT Federation of Planning and Zoning Agencies (CFPZA) dues
1005.41.4153.53220	Planning & Zoning-in Service Training	\$500.00	\$500	Training for P&Z Commissioners
1005.41.4153.53400	Planning & Zoning-Other Professional Services	\$500.00	\$1,000	Primarily used for architectural review services
1005.41.4153.55400	Planning & Zoning-Advertising & Legal Notices	\$500.00	\$1,000	
1005.41.4153.55500	Planning & Zoning-Printing & Publications	\$1,000.00	\$1,000	
1005.41.4153.55800	Planning & Zoning-Transportation	\$0.00		YOU CAN DELETE THIS LINE
1005.41.4153.56900	Planning & Zoning-Other Supplies	\$0.00		
1005.41.4153.56950	Planning & Zoning-State Marshal Surveyor/Support	\$0.00		YOU CAN DELETE THIS LINE BC WE MOVED IT TO LAND USE DEPT BUDGET
		\$15,760.00	\$17,810.00	

TOWN OF BROOKLYN

Expenditure Report

Fiscal Year: 2021 - 2022

From Date: 7/1/2021

To Date: 2/28/2022

Account Number	Description	Adj. Budget	Current	YTD	Balance	Encumbrance	Budget Bal	%Bud
1005.41.4153.51620	Planning & Zoning-Wages PT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1005.41.4153.51900	Planning & Zoning-Wages-Rec. Secretary	\$3,150.00	\$1,575.00	\$1,575.00	\$1,575.00	\$1,575.00	\$0.00	0.00%
1005.41.4153.53020	Planning & Zoning-Legal Services	\$10,000.00	\$1,827.50	\$1,827.50	\$8,172.50	\$0.00	\$8,172.50	81.73%
1005.41.4153.53200	Planning & Zoning-Professional Affiliations	\$110.00	\$0.00	\$0.00	\$110.00	\$0.00	\$110.00	100.00%
1005.41.4153.53220	Planning & Zoning-In Service Training	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	100.00%
1005.41.4153.53400	Planning & Zoning-Other Professional Services	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	100.00%
1005.41.4153.55400	Planning & Zoning-Advertising & Legal Notices	\$500.00	\$943.70	\$943.70	(\$443.70)	\$0.00	(\$443.70)	-88.74%
1005.41.4153.55550	Planning & Zoning-Printing & Publications	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	100.00%
1005.41.4153.55800	Planning & Zoning-Transportation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1005.41.4153.56900	Planning & Zoning-Other Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
1005.41.4153.56950	Planning & Zoning-State Marshal Surveyor/Support	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Grand Total:		\$15,760.00	\$4,346.20	\$4,346.20	\$11,413.80	\$1,575.00	\$9,838.80	62.43%

End of Report

TOWN OF BROOKLYN

Revenue Report

Fiscal Year: 2021 - 2022

From Date: 7/1/2021

To Date: 2/28/2022

Account Number	Description	Adj. Budget	Current	YTD	Balance	Encumbrance	Budget Bal	%Bud
1005.00.0000.42203	Planning & Zoning Fees	(\$10,000.00)	(\$2,603.00)	(\$2,603.00)	(\$7,397.00)	\$0.00	(\$7,397.00)	73.97%
Grand Total:		(\$10,000.00)	(\$2,603.00)	(\$2,603.00)	(\$7,397.00)	\$0.00	(\$7,397.00)	73.97%

End of Report

Provost & Rovero, Inc.

Civil Engineering • Surveying • Site Planning • Structural • Mechanical • Architectural Engineering

P.O. Box 191
57 East Main Street
Plainfield, CT 06374

Telephone (860) 230-0856
Fax (860) 230-0860
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February 11, 2022

Brooklyn Planning & Zoning Commission
C/O Jana Roberson, Director of Community Development & Town Planner
69 South Main Street
Suite 22
Brooklyn, CT 06234

**RE: FCR Realty, LLC – Excavation Permit – Day Street
P&R Job No. 213100**

Dear Commissioners:

The above referenced property is currently affected by a Cease and Desist Order for zoning violations which was issued on January 20, 2022. There has also been a Cease and Desist Order and Notice of Violation issued with respect to the Inland Wetlands Commission permit for the excavation project. As you are aware, FCR Realty, LLC (FCR) has applied for a renewal of the existing excavation permit during the processing of which these violations were discovered. After discussing this situation with Keith Green of FCR it is the desire of FCR to withdraw the request for renewal of the excavation permit and to work with the Planning and Inland Wetlands staff to develop and implement a restoration plan for the property to address the various violations after which no more removal of material from the site would be undertaken. The ultimate intent would likely be for FCR to sell the property upon completion of the restoration work.

We look forward to discussing this proposal at the upcoming meeting of the Commission on February 15, 2022. If you have any questions or need additional information, please do not hesitate to contact me at your convenience.

Sincerely,

David J. Held, P.E., L.S.
Provost & Rovero, Inc.

CC: Keith Green (via email)
Margaret Washburn, Town of Brooklyn (via email)

