

**TOWN OF BROOKLYN
PLANNING AND ZONING COMMISSION**

**Regular Meeting
Wednesday, February 1, 2017
Clifford B. Green Meeting Center
69 South Main Street
6:30 p.m.**

MINUTES

- I. Call to Order** – Acting Chair, Carlene Kelleher called the meeting to order at 6:35 p.m.
- II. Roll Call** - C. Kelleher; Craig Dunlop; David Fuss; A. Kerouac; Jeryl Mohn; J. D’Agostino. M. Sigfridson and Alan Carpenter were absent with notice.

Staff Present – Jana Roberson, Director of Community Development; Rick Ives, First Selectman and Ex Officio Member of the P&Z Commission.

III. Seating of Alternates:

Motion was made by A. Kerouac to seat J. D’Agostino as a Voting Member. Second by C. Dunlop. Motion carried (5-0-0).

IV. Adoption of Minutes:

1. Regular Meeting Minutes January 4, 2017.

Motion was made by J. Mohn to accept the Minutes of the Regular Meeting of January 4, 2017. Second by A. Kerouac.

J. Roberson suggested the following corrections:

- Page 2, last sentence should read, “Upon a second review (including the remainder of the property) they also recommended protection of 15 percent of the land on the northeast corner of the parcel because it is adjacent to functionally protected open space.”
- Page 3, strike the last sentence of the first paragraph (for clarity).
- Page 3, first bullet, last sentence, should read, “A transfer to a trust or mortgage are not considered a sale.”
- Page 4, under IX. New Business. a. 1. References to the KCTT Application should have the number SPR16-008.

Motion carried unanimously with the noted corrections (6-0-0).

2. Special Meeting Minutes January17, 2017.

Motion was made by D. Fuss to accept the Minutes of the Special Meeting of January17, 2017. Second by C. Dunlop.

J. D’Agostino noted that he had been absent with notice.

J. Roberson noted a correction: Page 1, second to the last paragraph, second sentence, should read, “Mr. Woodis explained that with improvements that had been made, it had been improved as an actual driveway.”

Motion carried unanimously with the noted corrections (6-0-0).

V. Public Commentary – None.

VI. Unfinished Business:

- a. **Reading of Legal Notice** – None.
- b. **Continued Public Hearings:** None.
- c. **New Public Hearings:** None.
- d. **Continued Applications:**

- 1. SPR16-008 KCTT Properties, LLC, 520 Providence Road, Map 41, Lot 15, PC Zone; Construction of a drive-thru lane (relocation from current).

Ken Cardinal, KCTT, explained that there was a preliminary discussion and that the dumpster location issue had been addressed, and that due to the need to modify the Wetlands permit some other issues need to be addressed. He asked that the Commission review the revised plans showing that the issues had been resolved:

- Enhancing the dumpster area to offer protection – crushed stone under the dumpsters for drainage and a berm.

J. Roberson stated that the plan shows a 6-inch berm; compacted, crushed-stone surface dumpster area (which addresses the softness of the ground and heavy equipment); chain-link fence with privacy slats on two sides (this will keep trash from going into the wetlands); wheel stops to be placed in the three additional parking spaces; switched the location of the grease vat closer to the building. Mr. Cardinal met with J. Roberson and Martha Fraenkel and both were satisfied that the concerns were addressed. Syl Pauley also gave guidance (report included in packets to Commission Members). He suggested a concrete pad with grooves around the outside. J. Roberson asked the Commission to review Mr. Pauley's comments.

C. Dunlop stated concern for containment for grease. He would like something impervious. Mr. Cardinal was agreeable. Discussion ensued. The Commission was agreeable to a membrane (rubber roofing) over the berm, with gravel. Mr. Cardinal will have it designed and will submit it to Staff and to the IWWC.

VII. New Business:

a. Applications:

- 1. SPR17-001 VLA Properties, 18 Providence Road, Map 24, Lot 58, VCD Zone, Detached two-bay garage, replace existing steps, build enclosure over basement door.

Paul Archer, Archer Surveying, represented VLA Properties and provided color plans for Commission Members. He stated that it is the orange building across from the Town Hall and he explained that the land was purchased for additional parking which was required for the Callabash Coffee Shop. Archer Surveying does not have a need for the parking that the coffee shop did. Mr. Archer explained the following changes that he would like to make:

- Build a garage there to house his trailer.
- Replace the front steps into the building (wooden) and replace them with granite steps. He provided a photo.
- Make a change to the basement door (water/snow problems) by building an enclosure that comes out five feet and by putting a cover over the two steps leading down. He provided a photo indicating the view.
- Rebuild the stone wall along the Route 169 side of the property. He provided photo.
- Trees along the road to be removed (by Eversource): an Ash; a dead Maple; a Black Walnut. They will not touch the Elm.

Mr. Archer spoke with the Assessor regarding the two properties (the Assessor's card shows that the property is for parking). He stated that he is in the process of combining the two properties with an attorney. J. Roberson noted that this is important as the proposed accessory structure needs to be accessory to something on the same lot.

Siding to be vertical shiplap board and to be sealed in natural (wood tone). There was discussion regarding rehabilitating historic buildings and contributing structures in the VCD, and no windows/door on road side. Mr. Archer stated that if the Commission would like a window on that side, he would have no problem with that. Mr. Archer provided photos of some contributing structures. Garage bay doors will be carriage house style and will have glass at the top and will be vinyl to simulate wood. Mr. Archer will submit the style, when selected, to Staff. The foundation will be new brick to be blended in to match existing. The old dumpster enclosure will be removed.

R. Ives spoke in favor of the proposed project as the property will be visibly improved. J. Roberson agreed.

J. Roberson provided a photo of what the door enclosure may look like. Mr. Archer explained that they will try to minimize the roof pitch (asphalt roofing as existing) keeping it as flat as possible to make it look more attractive. Clapboard to be blended in to match existing.

Mr. Archer stated that a second (utility) trailer will be stored behind the garage which will not be visible from the road. Discussion ensued.

There was discussion regarding carriage shed style vs. saltbox style. Mr. Archer offered to put in two windows.

Motion was made by D. Fuss to approve the Application of VLA Properties, LLC to construct a 28' x 24' detached garage, replace existing steps on the west facade of the existing building, build an enclosure over the basement door of the existing building, and rebuild the stone wall at 18 Providence Road, Map 24, Lot 58, VCD Zone with the finding that the design is consistent with the design standards for the Village Center District.

Approval to include the following conditions:

- That the two properties are merged;
- That the Applicant work with Staff on unresolved issues: Garage Doors; Placement of the Window on the Detached Garage; and the Entry Door into the Basement.

Second by J. D'Agostino. Motion carried unanimously (6-0-0).

b. Other:

D. Fuss left at 7:40 p.m.

R. Ives left at 7:42 p.m.

There was discussion regarding a Special Meeting on February 21, 2017. Martha Fraenkel can attend and Glenn Chalder can attend (if needed). Some items discussed to put on the agenda: Earth Operations/Gravel Permits/Reclamation/Solar Panels/Solar Farm/Haul Road. It was decided that Glenn Chalder would not be needed to attend.

VIII. Reports of Officers and Committees:

1. ZEO's Report.

- 3/31/2017 next renewal date for Brooklyn Sand and Gravel.
- There was discussion regarding unpermitted habitation at 49 Route 169 (Pomfret Road).
- 404 South Street – There are ads to get tenants for forbidden uses. The agent is now marketing “limited uses allowed.”

2. Budget.

J. Roberson reported:

- Addition of printing charges to the budget.

- Glenn Chalder suggested that the Commission add to the budget for this year for his services. She authorized him to do some work on the Commercial Zone Regulations. J. Roberson to speak with M. Sigfridson.

3. Correspondence.

A.Kerouac requested of the Selectmen that there be a workshop for all Chairmen to eliminate confusion as to who does what. Discussion ensued regarding collection bins.

4. Chairman's Report – None.

Motion was made by A. Kerouac to add Review of the proposed Earth Operations Regulations (dated 2/1/2017) to the Agenda under **IX**: Second by J. D'Agostino. Motion carried unanimously (5-0-0).

IX. Public Commentary: There were no comments from the public.

The Commission discussed the proposed Earth Operations Regulations (provided by J. Roberson, she will also e-mail them).

It was discussed whether it would be simpler to fix the existing regulations rather than starting from scratch. The draft has elements from the existing Regulations, but is mostly from Willington. C.

Kelleher stated that, when reviewing the draft, it is difficult to determine the differences between the existing Regulations and the draft. She stated that the draft does not include intent which gives the idea that a gravel bank is a temporary use and is eventually going to go back to what it was.

J. Roberson stated that the current Regulations limit the maximum disturbed area to five acres open at one time and, in reality, they all have more than five acres open. Martha Fraenkel feels that five acres is too strict. Discussion ensued. J. Roberson referred to page 169, 7.K.3 (Peter Alter will be consulted regarding this Section). There may be one or two operations that have exceeded their normal life expectancy.

Does the draft allow processing only (page 170)? Some Commission Members stated that they do not want that. Is the amount of processing tied to the amount being mined? Martha Fraenkel may have an opinion as it is hard to enforce. The Commission Members would like a report from Martha Fraenkel showing data (how many loads/tonnage removed). There was discussion regarding Brooklyn Sand and Gravel.

C. Kelleher stated that she will not be able to attend the special meeting and that she is opposed to processing only. She also stated that she would like the introductory language (or something similar) to be put back in. A. Kerouac also stated that he is opposed to stand-alone processing and that good records should be kept.

C. Kelleher stated that it is hard to have good communication when the ZEO does P&Z meetings.

A.Kerouac stated concern for adopting regulations from Willington due to population differences.

J. Roberson suggested that the Commission Members review the draft to be ready for the special meeting. She stated that there is a letter from Al Messori sent a letter to the Scenic Advisory Committee pertaining to potential impacts from truck traffic out of River Junction Estates (Rawson property).

Connecticut Bar Association Workshop on March 25, 2017.

X. Adjourn

Motion was made by C. Dunlop to adjourn at 7:32 p.m. Second by A. Kerouac. Motion carried unanimously (5-0-0).

Respectfully submitted,

J.S. Perreault
Recording Secretary