

**TOWN OF BROOKLYN
PLANNING AND ZONING COMMISSION
Special Meeting
Tuesday, August 16, 2016
Clifford B. Green Meeting Center
69 South Main Street
5:00 p.m.**

MINUTES

- I. Call to Order** – Chair, Carlene Kelleher, called the meeting to order at 5:00 p.m.
- II. Roll Call** – Carlene Kelleher; Craig Dunlop; David Fuss; Jeryl Mohn; Jules D’Agostino. Aaron Kerouac and Michelle Sigfridson arrived at 5:05 p.m. Alan Carpenter was absent with notice. Dale Thompson was absent.

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 by D. Fuss to seat J. D’Agostino as a voting Member in the absence of Alan Carpenter. Second by C. Dunlop. Motion carried unanimously (4-0).

I. Public Commentary – None.

II. New Business

1. Modification of application SP15-005 (approved 9/2/15) Toudis, LLC (Jimmie Moutoudis) 445 Providence Road (Route 6), Map 41, Lot 115, PC Zone; Construction of a 2,720 sq. ft. fast food restaurant and a 4,330 sq. ft. flexible space to be used for retail, personal services, and/or other professional, business, or administrative offices.

Norm Thibeault, Killingly Engineering Associates, represented the Applicant who was seated in the audience.

Mr. Thibeault stated that they are requesting a modification of the building that was previously approved for this site:

- Separating the building into two buildings within the same footprint previously approved and create a 20-foot outdoor patio dining area between the two buildings to be covered with Pergula (or something similar) with stamped concrete or pavers. Dunkin Donuts to the east and retail/commercial to the west.
- It was decided, during discussion with J. Roberson, that the patio area would be included in the customer area.

M. Sigfridson and A. Kerouac arrived at 5:05 p.m.

- Per the Regulations for Fast Food Restaurant, one parking space is required for every 100 s.f. of gross floor area. The definition of gross floor area states that it is area accessible by customers, therefore, 43 spaces are required. There are 53 spaces shown on the plans. There were 50 spaces shown on the previously approved plans (with the understanding that there was ample area to add more spaces if needed to make the 55 that were required at the time).

- Drainage for the patio – referenced that it must be an ADA-compliant trench drain.
- Interior Landscaping – 530 s.f. of landscaping is required for 53 parking. They have 2,040 s.f. with the island, not counting the perimeter landscaping.

J. Roberson stated that she reviewed the Application for parking and landscaping and found that it meets current standards.

D. Fuss asked about parking for the retail/commercial building. Mr. Thibeault stated that the parking computations were for the entire site. They included 10 spaces in excess of what is required.

Mr. Thibeault stated that the style of the building is in keeping with what was previously approved.

Motion by A. Kerouac to approve the modification to Application SP15-005 Toudis, LLC, 445 Providence Road, to construct a 2,720 sq. ft. fast food restaurant and a separate 4,330 sq. ft. flexible space to be used for retail, personal services, and/or other professional, business, or administrative offices, in accordance with all final plans, documents and testimony submitted with the Application (as revised). Second by D. Fuss. Motion carried unanimously (7-0).

2. Review/Discussion Draft of the Regulations Re-Write with Consultant

Glenn Chalder was unable to attend.

J. Roberson provided copies of comments/suggestions prepared by J. D'Agostino dated August 15, 2016, and encouraged other Members of the Commission to do the same.

The Commission had been provided copies of the Draft Revisions to the Regulations dated July 29, 2016.

J. Roberson reminded the Commission that it is still a work in progress. She stated that one of the biggest changes in this draft relates to the Planned Commercial Zone. She explained that the way to incorporate the Design Review Guidelines into the main text of the Regulations is to make them special permit standards which is now a common way of handling design review considerations. Glenn Chalder has incorporated the design guidelines which are now standards in the PC Zone.

C. Kelleher stated that Jim Larkin previously had prepared a draft and that she has compared the two drafts which tracked very closely and that both took some of the design guidelines and made them part of the regulations. She is concerned about trying to do too much with this re-write as it was supposed to be for clarification/correction of existing Regulations. She is not sure if the Commission has the time necessary to be thorough and to give the attention and discussion needed. She wants to be sure that the Commission would be comfortable operating with these new regulations. She suggested identifying sections that it may be better to wait on until after the basics are done.

R. Ives stated that he doesn't see the harm in taking the time to feel comfortable. He stated that this is the opportunity and that it may be difficult to revisit in the future. He stated that it may take longer than originally thought.

Discussion ensued.

The Commission reviewed/discussed the Draft (dated July 29, 2016) page by page (pages 1 through 21) and decided on the following changes to be made:

- Find a way to capitalize defined terms throughout the text.
- Introduction Section should include the interpretation wording.
- Page 7 – Access Strip – remove “public”
Revisit Adult-Related Uses (including definition).
Research whether Active Adult Community is needed in the definitions.
- Page 8 – Can we delete Aquaculture?

- Page 10 – Remove “Buildable Area.”
Research the term “Buildable Land.”
Automotive Service Station – Delete “Any building, land area, or portion thereof, used for the retail dispensing or sales of vehicular fuels;”
- Page 11 – Clothing Donation Bin – Change to Donation Bin and change the definition to be more general.
- Page 12 – A vehicle will be considered to be a Commercial Vehicle if it has two (changed from three) or more of the listed characteristics. J. Roberson will check/compare with the DMV definition of Commercial Vehicle.
- Dwelling used for Residence throughout?
Duplex Building –A single building containing two dwelling units independent of each other.
- Page 16 – Revisit how to use the term “family.”
Excavation Operations second bullet item – J. Roberson will research.
Flexible Residential Development – Keep the term Conservation Subdivision. The Subdivision Regulations need to be amended.
- Page 17 – Exclude miniature golf from the definition of golf course.
- Page 19 – Remove definition for Commercial Kennel. Change Non-Commercial Kennel to Breeding Kennel. To be allowed in RA Zone as accessory to a residential use by special permit. J. Roberson to verify when puppies are required to be licensed. More work to be done on this regarding determining number of dogs/review mechanism/possibly also allow in the R-30 Zone.

R. Ives left at approximately 6:30 p.m.

- Pages 20 & 21 – Corner Lot on Page 21 contradicts with Rear Lot Line on Page 20. J. Roberson to research these definitions. A.Kerouac noted some instances in Town on Grass Road, Windham Road, Beecher Road, and Route 169.

D. Fuss left at 6:45 p.m.

J. D’Agostino left at 6:46 p.m.

III. Public Commentary – None.

IV. Adjourn

The meeting adjourned at 6:48 p.m.

Respectfully submitted,

J.S. Perreault
Recording Secretary