

ZONING BOARD OF APPEALS REGULAR MEETING AGENDA

The Brooklyn Zoning Board of Appeals Commission will hold a regularly scheduled meeting on Monday, November 27, 2023, at 6:30 p.m. at the Clifford B. Green Memorial Meeting Center, 69 South Main Street, Brooklyn, CT on the following:

3 WAYS TO ATTEND: IN-PERSON, ONLINE, AND BY PHONE

In-Person: Clifford B. Green Meeting Center, Suite 24, 69 South Main Street, Brooklyn, CT	
Online: Click link below: https://us06web.zoom.us/j/5075752217	OR Go to Zoom.us , click Sign In On the top right, click Join a Meeting Enter meeting ID: 507 575 2217 Enter meeting password:
Phone: Dial 1 646 558 8656 US Toll Enter meeting number: 507 575 2217 Enter meeting password: You can bypass attendee number by pressing #	

Call to Order:

Seating of Alternates:

Approval of Minutes: Regular Meeting Minutes October 16, 2023.

Public Hearing:

Reading of legal notice:

1. ZBA 23-002 Edward & Kelly Berthiaume, 17 Sunset Drive Extension, Map 22, Lot 18-13, 1.33 Acres, R-30 Zone: Requesting a variance of section 3.B.5.2.1 of the Zoning Regulations from the minimum front yard setback of 50 feet to 35 feet to construct a 35-foot x 6-foot front porch.

Public Hearing Closes

Unfinished Business:

1. ZBA 23-002 Edward & Kelly Berthiaume, 17 Sunset Drive Extension, Map 22, Lot 18-13, 1.33 Acres, R-30 Zone: Requesting a variance of section 3.B.5.2.1 of the Zoning Regulations from the minimum front yard setback of 50 feet to 35 feet to construct a 35-foot x 6-foot front porch.

New Application Received: None.

Other Business:

1. 2024 ZBA meeting dates
2. Public Act 21-29: Required Training for each member of a Zoning Board of Appeals
3. Discussion regarding potential shift from paper meeting packets to digital information sharing

Adjourn

Bruce Parsons, Chairman

**ZONING BOARD OF APPEALS
REGULAR MEETING MINUTES
October 16, 2023**

The Brooklyn Zoning Board of Appeals held a regular meeting on Tuesday October 16th, 2023, at 6:30 p.m. at the Clifford B. Green Memorial Meeting Center, 69 South Main Street, Brooklyn, CT as well as virtually via ZOOM on the following:

Members Present: Bruce Parsons, Adam Brindamour and Stephen Mylly.

Members Absent: William McNamara and Lou Brodeur.

Staff Present: Terry Mahanna, Recording Secretary, Margaret Washburn, Zoning Enforcement Officer.

Also Present: Paul Archer, Archer Surveying

Call to Order: The meeting was called to order at 6:37 p.m.

Seating of Alternates: None.

Public Commentary: None.

Approval of Minutes: Stephen Mylly made a **motion** to approve the Regular Meeting Minutes from May 22, 2023 as written, Adam Brindamour seconded this motion. Motion passed unanimously by vote 3-0-0.

Public Hearing: None

Old Business: None.

New Application Received:

1. ZBA 23-002 Edward & Kelly Berthiaume, 17 Sunset Drive Extension, Map 22, Lot 18-13, 1.33 Acres, R-30 Zone: Requesting a variance of section 3.B.5.2.1 of the Zoning Regulations from the minimum front yard setback of 50 feet to 35 feet to construct a 35-foot x 6-foot front porch.

Paul Archer provided an introduction to the project:

The original extension of Sunset Drive was recorded in June 1967 - subdivision was in effect, although zoning was not. At that time, the setback was 35-feet, whereas now it is 50-feet. The owners would like to construct a front porch and are asking for a variance to go back to the original 35-feet.

A **motion** was made by Adam Brindamour to schedule a public hearing for November 27th at 6:30pm at the Clifford B. Green building and seconded by Stephen Mylly. Motion passed unanimously by vote 3-0-0.

Other Business:

1. Vote on 2024 meeting dates

The Commission reviewed the options presented and selected dates for the Regular ZBA Meeting for 2024. A **motion** was made by Adam Brindamour and seconded by Stephen Mylly to accept the dates. Motion passed unanimously by vote 3-0-0.

2. Public Act 21-29: Required Training for each member of a Zoning Board of Appeals

Margaret Washburn reviewed the requirements with the Commission and asked that they send her the classes they have taken or are signed up for.

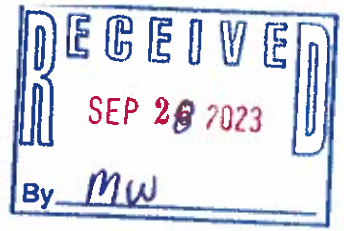
Communications:

Budget Update – Margaret Washburn reviewed the budget with the Commission.

Adjourn: Meeting closed at 6:52 pm motioned by Stephen Mylly and seconded by Adam Brindamour, all in favor motion carried 3-0-0.

Terry Mahanna, Recording Secretary

BROOKLYN ZONING BOARD OF APPEALS
APPLICATION



FEE: \$250.00/STATE FEE: \$60/PUBLICATION FEE: \$600 CHECK# 1306

APPLICATION # ZBA 23-002 DATE SUBMITTED _____

APPLICANT: Edward & Kelley Berthiaume

MAILING ADDRESS: 17 Sunset Drive Ext.

PROPERTY OWNER: (if different) _____

MAILING ADDRESS: 17 Sunset Drive Ext., Brooklyn

PROPERTY LOCATION: 17 Sunset Drive Ext.

MAP: 22 LOT: 18-13 ACRES: 1.33

ZONE: RA R-30 VCD R-10 NC PC RB I-1 (circle one)

Is Property within 500' of a municipal boundary? No

Application is submitted for approval of the following (check all that apply):

- ☒ Variance of the Zoning Regulations, Sections 3.B.5.2.1 - Front yard
The variance being requested is 35 ft in lieu of 50 ft required.
- ☐ Appeal of an order, requirement or decision of the ZEO under Sec. 17.2 of the Brooklyn Zoning Regulations.
- ☐ Locational Approval for the dealing in or repairing motor vehicles (CGS 14-54), motor vehicle recycler's yard or motor vehicle recycler's business (CGS 14-67i), or sale of gasoline or other product intended for use in the propelling of motor vehicles using combustion type engines (CGS 14-321).

Complete Description of Project (attach additional sheets if necessary):

Addition of 6' Porch to front of the house

Specify Hardship, if applying for a variance: Setback per subdivision in 1977, when lot was created, was 35' front yard
The current regulation requires 50' front yard making the existing house non-conforming.

The following information must accompany each application:

1. A plot plan, prepared by a licensed land surveyor, to A-2 survey standard or at the Board's discretion, a plot plan, prepared from available information, sufficiently accurate to allow the members to reach an informed decision.
2. Enclose a copy of letter of denial from the Zoning Officer.
3. See Article 17, Section 3 of the Brooklyn Zoning Regulations for the powers and duties of the Board and the criteria for decision-making regarding variances. All criteria must be addressed in the information provided to the Board.
4. Please make check payable to the Town of Brooklyn.
5. Applications may be mailed to the Brooklyn Land Use Office, P.O. Box 356, Brooklyn, CT 06234 or delivered in person during regular business hours to the Land Use Office, Suite 22, 69 South Main Street, Brooklyn, CT.
6. Notification: Any application involving a public hearing will require, at the Petitioner's own expense, that the Petitioner send notice of the application at least 15 days prior to the date of the public hearing via certificate of mailing to all owners of record of any abutting properties as well as to owner's of record of those properties that lie opposite the parcel across any street or thoroughfare. Copies of the list of abutters and certificates of mailings are to be provided the day of the public hearing. Abutting owners shall be the owners identified in the tax assessor's records.
7. If the proposed activity is located within a Drinking Water Supply Aquifer Area then the attached Public Water Supply Aquifer Area Project Notification Form must be completed and attached to the application.
8. It is the responsibility of the applicant to contact the Building Inspector, Inland Wetlands and Watercourses Agent and/or Fire Marshal to determine if other permits are required.

NOTE: Lack of accurate information may cause the Board to deem that the application is an incomplete application and may be grounds for denial.

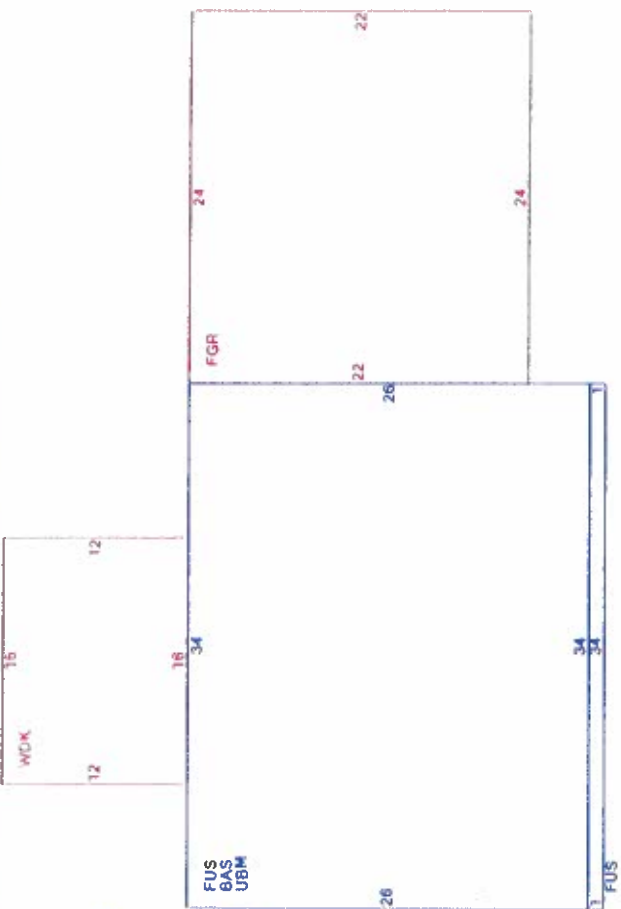
The undersigned applicant(s) and owner(s) hereby depose and state that the information contained in this application and in all documentation provided is complete, true and accurate to the best of my/our knowledge and belief.

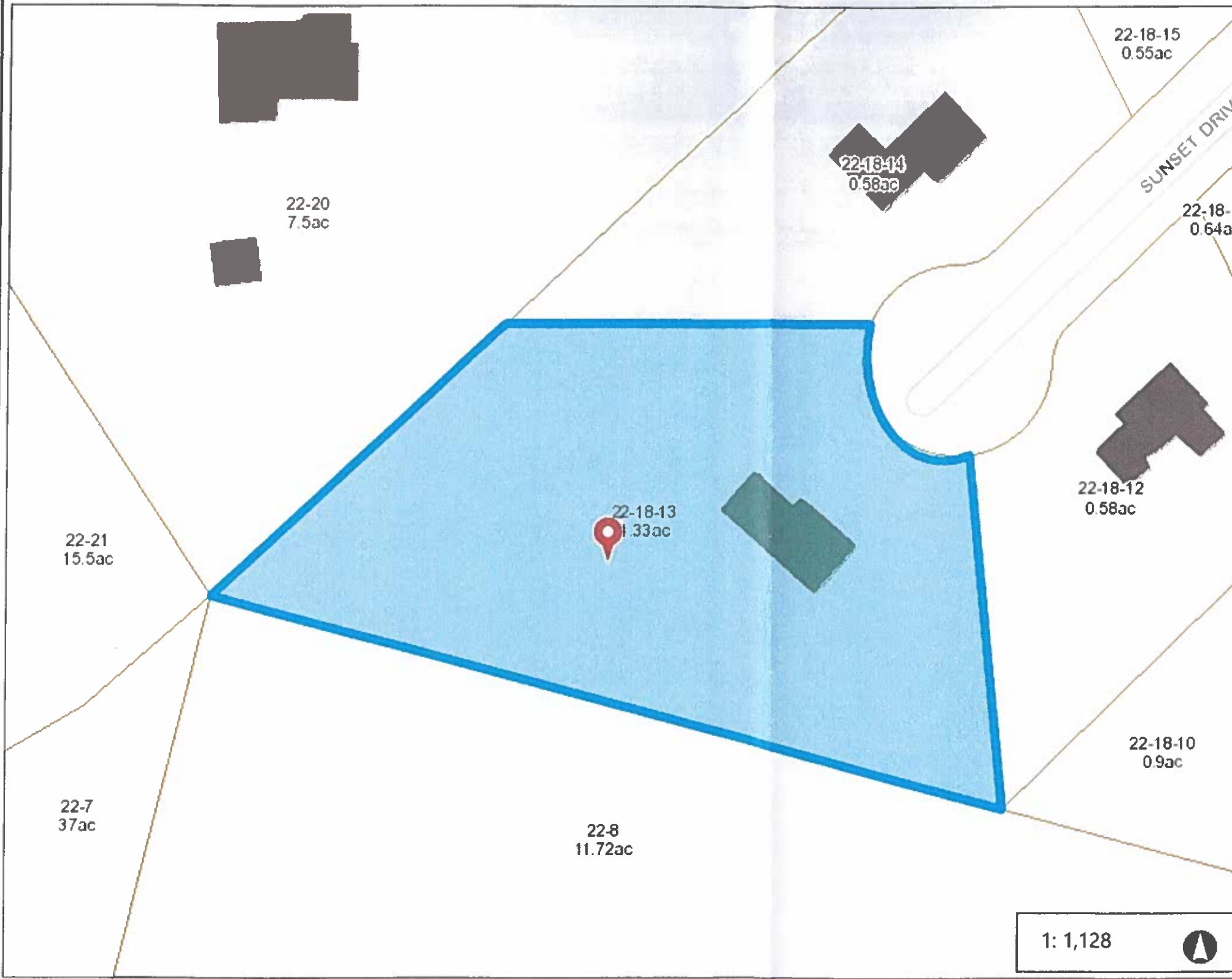
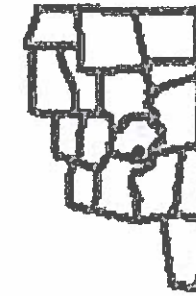
Edmund Q. Bert 9-27-2023
Applicant Date

Edmund Q. Bert 9-27-2023
Property Owner Date

[illegible]

CONSTRUCTION DETAIL				CONSTRUCTION DETAIL (CONTINUED)			
Element	Cd	Description	Element	Cd	Description		
Style:	03	Colonial					
Model	01	Residential					
Grade:	03	C					
Stories:	2						
Occupancy	1						
Exterior Wall 1	25	Vinyl Siding					
Exterior Wall 2							
Roof Structure:	03	Gable/Hip					
Roof Cover	03	Asph/F Glis/Cmp					
Interior Wall 1	05	Drywall/Sheet					
Interior Wall 2							
Interior Flr 1	14	Carpet					
Interior Flr 2							
Heat Fuel	02	Oil					
Heat Type:	05	Hot Water					
AC Type:	03	Central					
Total Bedrooms	04	4 Bedrooms					
Total Bathrooms:	1						
Total Half Baths	1						
Total Xtra Fixtrs	7						
Total Rooms:							
Bath Style:	02	Average					
Kitchen Style:	02	Modern					
OB - OUTBUILDING & YARD ITEMS(D)XF - BUILDING EXTRA FEATURES(B)				CONDO DATA			
Code	Description	L/B	Units	Unit Price	Yr Blt	Cond. Cd	% Gd
FPL3	FIREPLACE 2	B	1	2800.00	2000		85
							0.00
							2,400
COST / MARKET VALUATION				BUILDING SUB-AREA SUMMARY SECTION			
Building Value New				209,150			
Year Built				1987			
Effective Year Built				2005			
Depreciation Code				G			
Remodel Rating				15			
Depreciation %				1			
Functional Obsol				85			
External Obsol				177,800			
Trend Factor							
Condition							
Condition %							
Percent Good							
RCNLD							
Dep % Ovr							
Dep Ovr Comment							
Misc Imp Ovr							
Misc Imp Ovr Comment							
Cost to Cure Ovr							
Cost to Cure Ovr Comment							
Code				Description	Living Area	Floor Area	Unit Cost
BAS	First Floor			884	884		92.83
FGR	Garage			0	528	211	37.10
FUS	Upper Story, Finished			918	918	918	92.83
UBM	Basement, Unfinished			0	884	221	23.21
WDK	Deck, Wood			0	192	19	9.19
							1,764
Tot Gross Liv / Lease Area				1,802	3,406	2,253	209,151





Legend

- Town
- Buildings 2012
- Parcels

1: 1,128



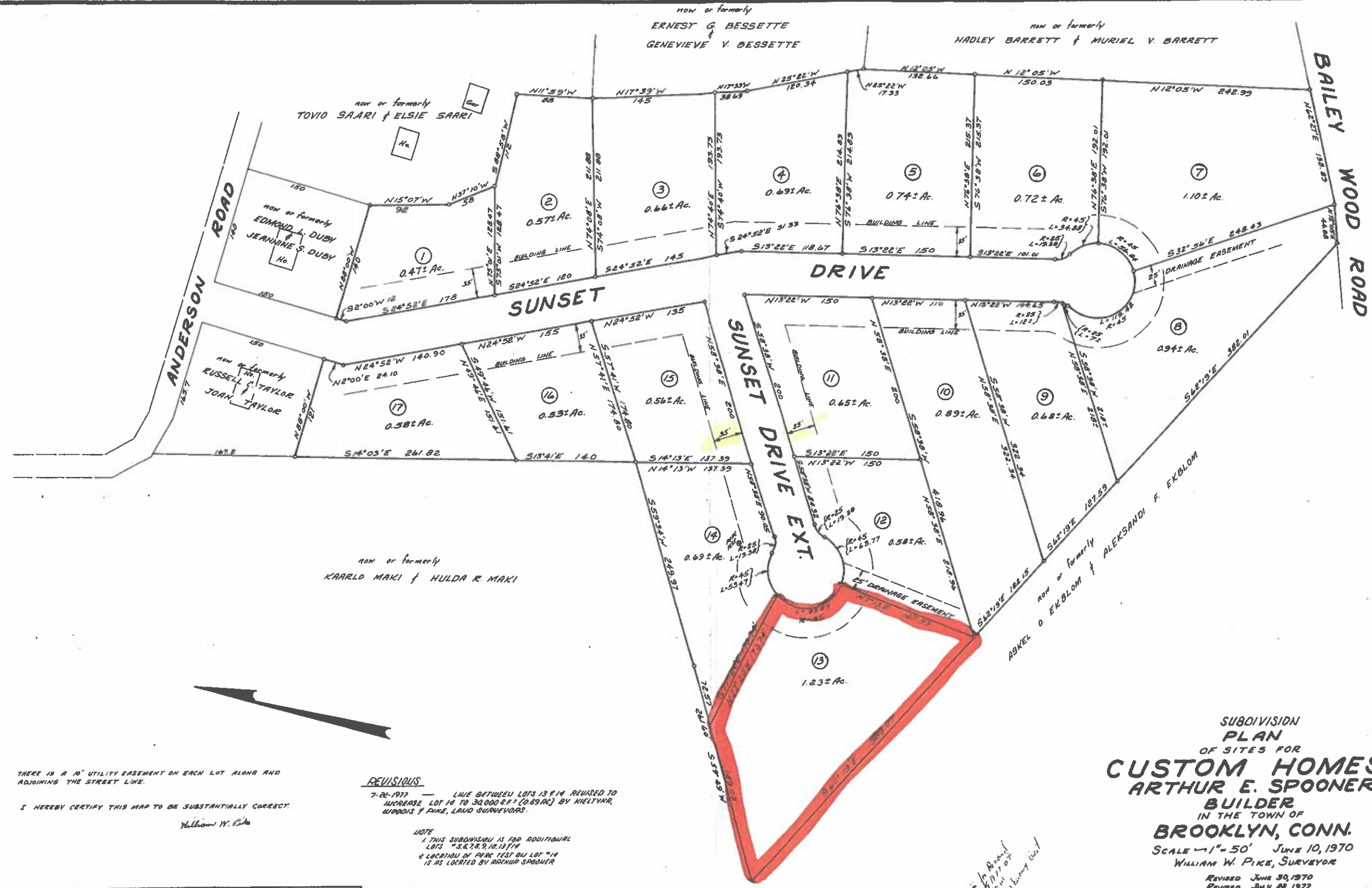
WGS_1984_Web_Mercator_Auxiliary_Sphere
© Latitude Geographics Group Ltd.

This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.
THIS MAP IS NOT TO BE USED FOR NAVIGATION

Notes

Enter Map Description

8



THERE IS A 10' UTILITY EASEMENT ON EACH LOT ALONG AND ADJOINING THE STREET LINE.

I HEREBY CERTIFY THIS MAP TO BE SUBSTANTIALLY CORRECT.

William W. Pike

REVISIONS

7-22-1977 — LINE BETWEEN LOTS 13 & 14 REVISED TO INCREASE LOT 14 TO 30,000 S.F. (0.69 AC.) BY KIELYNG, WOODS & PIKE, LAND SURVEYORS.

NOTE

1. THIS SUBDIVISION IS FOR ADDITIONAL LOTS "3, 6, 7, 9, 10, 13 & 14"

2. LOCATION OF PERM TEST ON LOT "14" IS AS LOCATED BY ARTHUR SPOONER

SUBDIVISION
PLAN
OF SITES FOR
CUSTOM HOMES
ARTHUR E. SPOONER
BUILDER
IN THE TOWN OF
BROOKLYN, CONN.

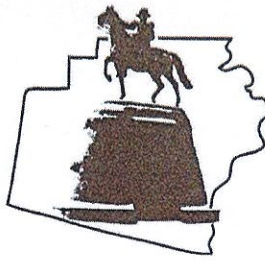
SCALE 1" = 50' JUNE 10, 1970
WILLIAM W. PIKE, SURVEYOR

REVISED JUNE 30, 1970
REVISED JULY 28, 1977

Approved by the BROOKLYN PLANNING COMMISSION

Date August 1, 1971 *[Signature]* Chairman

*See in Book
of
[illegible]
[illegible]*



Brooklyn Land Use Department

69 South Main Street
Brooklyn CT 06234
(860) 779-3411 x 31

Inland Wetlands _____

Zoning Enforcement ☒

Blight Enforcement _____

SITE INSPECTION NUMBER

1 2 3 4 5

17 Sunset Dr. ext.

10-12-23

Address

Date

I inspected from the road and
took 2 photographs in
preparation for the Zoning
Board of Appeals. A request
for a variance has been received.

Commission Representative

M. Washburn

Owner or Authorized Signature _____





Photo received 11/10/2023



TOWN OF BROOKLYN

69 South Main Street • Suite 22
BROOKLYN, CONNECTICUT 06234
860-779-3411 Ext. 12

The Brooklyn Zoning Board of Appeals Commission regular meeting schedule for 2024 will be held at 6:30 p.m. on the following dates:

2024 MEETING DATES CONFIRMED:

January	Tuesday	1/2/2024
February	Tuesday	2/6/2024
March	Tuesday	3/5/2024
April	Tuesday	4/2/2024
May	Wednesday	5/22/2024
June	Tuesday	6/4/2024
July	Wednesday	7/24/2024
August	Tuesday	8/6/2024
September	Tuesday	9/3/2024
October	Wednesday	10/23/2024
November	Tuesday	11/5/2024
December	Tuesday	12/3/2024

Town of Brooklyn

ZBA 2023-2024

Fiscal Year: 2023-2024

From Date: 10/1/2023

To Date: 10/31/2023

☐ Subtotal by Collapse Mask

☐ Include pre encumbrance

☒ Print accounts with zero balance

☒ Filter Encumbrance Detail by Date Range

☐ Exclude Inactive Accounts with zero balance

Account Number	Description			GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance % Bud
1005.41.4155.51900	ZBA-Wages-Recording Secretary			\$600.00	\$37.50	\$37.50	\$562.50	\$0.00	\$562.50 93.75%
Transaction Detail (Standard)									
<u>Reference Number</u>	<u>Requisition Number</u>	<u>PO/Ship Number</u>	<u>Description</u>	<u>Name</u>			<u>Journal</u>	<u>Amount</u>	
0	0	0	Recording Secretary	Mahanna, Theresa C			Payroll	\$37.50	
Detail Total:								\$37.50	
1005.41.4155.53020	ZBA-Legal Fees			\$1,750.00	\$0.00	\$553.00	\$1,197.00	\$0.00	\$1,197.00 68.40%
1005.41.4155.53220	ZBA-Training			\$2,000.00	\$80.00	\$80.00	\$1,920.00	\$0.00	\$1,920.00 96.00%
Transaction Detail (Standard)									
<u>Reference Number</u>	<u>Requisition Number</u>	<u>PO/Ship Number</u>	<u>Description</u>	<u>Name</u>			<u>Journal</u>	<u>Amount</u>	
13684683-1	562	20240504	AP POSTING	University of Connecticut -			Accounts Payable	\$80.00	
Detail Total:								\$80.00	
Encumbrance Detail (Standard)									
<u>Reference Number</u>	<u>Requisition Number</u>	<u>PO/Ship Number</u>	<u>Description</u>	<u>Name</u>			<u>Journal</u>	<u>Amount</u>	
0	562	20240504		University of Connecticut -				\$0.00	
Detail Total:								\$0.00	
1005.41.4155.53400	ZBA-Professional Services			\$250.00	\$0.00	\$0.00	\$250.00	\$0.00	\$250.00 100.00%
1005.41.4155.55400	ZBA-Advertising & Legal Notice			\$250.00	\$0.00	\$0.00	\$250.00	\$0.00	\$250.00 100.00%
1005.41.4155.55500	ZBA-Printing & Publications			\$60.00	\$0.00	\$0.00	\$60.00	\$0.00	\$60.00 100.00%
Grand Total:				\$4,910.00	\$117.50	\$670.50	\$4,239.50	\$0.00	\$4,239.50 86.34%

End of Report