



TOWN OF ELLINGTON

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**PLANNING AND ZONING COMMISSION
REGULAR MEETING MINUTES
MONDAY, MARCH 25, 2019, 7:00 PM
TOWN HALL ANNEX, 57 MAIN STREET, ELLINGTON, CT**

MEMBERS PRESENT: Chairman Arlo Hoffman, Vice Chairman Bill Hogan, Regular Members F. Michael Francis, Robert Sandberg, Jr., Ricci Hirth and Sean Kelly, and Alternates Keith Durao and Jon Moser (departed at 7:47pm)

MEMBERS ABSENT: Secretary Carol Strom

STAFF PRESENT: Lisa Houlihan, Town Planner and Barbra Galovich, Recording Clerk

I. CALL TO ORDER:

Chairman Arlo Hoffman called the March 25, 2019 meeting to order at 7:00 PM in Ellington Town Hall Annex, 57 Main Street, Ellington, CT.

II. PUBLIC COMMENTS (ON NON-AGENDA ITEMS): None

III. PUBLIC HEARING(S):

Items #1 and #2 considered together.

1. S201804 – Fly Boys Ink, LLC owner/applicant, request for a two lot subdivision (one existing, one new) at 240 Jobs Hill Road, APN 139-002-0000, in a RAR (Rural Agricultural/Residential) Zone.

TIME: 7:01 pm

SEATED: Chairman Arlo Hoffman, Vice Chairman Bill Hogan, Regular Members F. Michael Francis, Ricci Hirth and Sean Kelly, and Alternates Keith Durao and Jon Moser (Regular Member Robert Sandberg, Jr., recused himself)

PLANS REVIEWED: Property Survey showing the proposed resubdivision of the parcel show on Assessor's Map 139/Lot2 prepared for Fly Boys Ink, LLC, 240 Jobs Hill Road Ellington, Connecticut, Picard Land Surveying, LLC, 459 Jones Hollow Road, Marlborough, CT 06447; Scale: 1"=40'; Sheet No. 1 of 4; Date: November 15, 2018.

Site Development Plan; Subdivision prepared for Fly Boys Ink, LLC, 240 Jobs Hill Road Ellington, Connecticut, Frank C. Magnotta, PE, PC, Consulting Engineer, 395 Main Street, Portland, CT 06480, Tel. 860-342-2191; Scale: 1"=40'; Sheet No. 2 of 4; Date: November 15, 2018, Revised date: 2-7-2019.

Notes and Details; Subdivision prepared for Fly Boys Ink, LLC, 240 Jobs Hill Road Ellington, Connecticut, Frank C. Magnotta, PE, PC, Consulting Engineer, 395 Main Street, Portland, CT 06480, Tel. 860-342-2191; Scale: n/a; Sheet No. 3 of 4; Date: November 15, 2018, Revised date: 2-7-2019.

200 FT. Proximity Map; Subdivision prepared for Fly Boys Ink, LLC, 240 Jobs Hill Road Ellington, Connecticut, Frank C. Magnotta, PE, PC, Consulting Engineer, 395 Main Street, Portland, CT 06480, Tel. 860-342-2191; Scale: 1"=80'; Sheet No. 4 of 4; Date: November 15, 2018.

Mr. Mike Swanson, 27 Standish Road, Ellington, CT and Mr. Frank Magnotta, P.E., 395 Main Street, Portland, CT were present to represent the application.

Mr. Magnotta explained to the commission the applicant is looking for a two lot subdivision with the creation of a private road. The parcel is currently 9.36 acres. They are looking to subdivide the parcel, lot 1 with the current house will have 5.28 acres and lot 2 will have the remaining 3.44 acres. The existing driveway is off Jobs Hill Road. Mr. Magnotta stated the

wetlands on the site have been flagged and they received a positive referral from the Inland Wetlands Agency to proceed with project, noting that proposed construction activity is outside of the wetland regulated area. He said there is an existing rain garden for the existing home and they are proposing to install an additional rain garden for the proposed new lot. The applicants are requesting two waivers from the subdivision regulations and there is no proposed screening between the proposed lot and existing neighbors on Brooks Crossing.

Mr. Magnotta stated the first waiver is to use millings versus bituminous concrete product for the proposed street and the second waiver is to reduce the road width of 18 feet. He noted that the applicant went to the Conservation Commission pertaining to the open space requirement. The commission recommended fee-in-lieu-of open space per lot after appraisal has been completed. Mr. Magnotta said the drainage concerns from the Town Engineer have been addressed.

Lisa Houlihan, Town Planner, mentioned a special permit is required for the rear lot, and the three property owners that will be utilizing the street will need to file an agreement pertaining to the street maintenance. The Soil Scientist will need to sign the final plans for submission.

Mr. Edward Swindelles, 5 Brook Crossing, requested screening be provided between Lot 2 and the back of his property.

Ms. Donna Ostrout, 18 Birch View Drive, inquired about the location of the project and Ms. Magnotta showed her the proposed lot split on the plan provided with the application.

Vice Chairman Hogan asked Mr. Swanson if there was any proposed screening between his property and the abutting neighbors. After some discussion among the applicant, abutting neighbors and the commission, Mr. Swanson agreed to some screening. It was concluded that additional screening will be worked out between the two parties.

Ms. Houlihan stated the requested waiver pertaining millings was okay with the Town Engineer, if maintained after snow plowing. The Town Engineer does not support the reduction in the width of the road and suggested that gravel shoulders be provided on either side of the existing 12' surface to enable two way traffic. Vice Chairman Hogan agreed with the recommendations from the Town Engineer and said he would rather have an 18' width for fire and emergency equipment to travel. It was clarified that the current owner of the property is to be responsible in sharing the cost of the proposed buffer area between the new lot and 5 Brook Crossing.

MOVED (KELLY) SECONDED (HOGAN) AND PASSED UNANIMOUSLY TO CLOSE THE PUBLIC HEARING FOR S201804 – Fly Boys Ink, LLC owner/applicant, request for a two lot subdivision (one existing, one new) at 240 Jobs Hill Road, APN 139-002-0000, in a RAR (Rural Agricultural/Residential) Zone.

MOVED (HOGAN) SECONDED (HIRTH) AND PASSED UNANIMOUSLY TO GRANT WAIVER OF SECTION 4.17 PAVEMENT REQUIREMENT FOR PRIVATE STREETS FINDING THAT MILLINGS PROVIDE ADEQUATE SURFACE FOR LOW VOLUME AND LOW SPEED PRIVATE STREET USE WITH THE CONDITIONED THAT TOP DRESSING OCCUR AFTER WINTER PLOWING FOR S201804 – Fly Boys Ink, LLC owner/applicant, request for a two lot subdivision (one existing, one new) at 240 Jobs Hill Road, APN 139-002-0000, in a RAR (Rural Agricultural/Residential) Zone.

MOVED (KELLY) SECONDED (MOSER) AND PASSED (AYE: HOFFMAN, FRANCIS, HIRTH, KELLY, MOSER AND DURAO, NAY: HOGAN) TO GRANT WAIVER OF SECTION 4.17 PRIVATE STREET PAVEMENT WIDTH AND ALLOW 15 FOOT WIDE MILLINGS FOR S201804 – Fly Boys Ink, LLC owner/applicant, request for a two lot subdivision (one existing, one new) at 240 Jobs Hill Road, APN 139-002-0000, in a RAR (Rural Agricultural/Residential) Zone.

MOVED (KELLY) SECONDED (HOGAN) AND PASSED UNANIMOUSLY TO APPROVE WITH CONDITIONS FOR S201804 – Fly Boys Ink, LLC owner/applicant, request for a two lot subdivision (one existing, one new) at 240 Jobs Hill Road, APN 139-002-0000, in a RAR (Rural Agricultural/Residential) Zone.

CONDITION(S):

- 1) Improvements to private road and installation of rain gardens shall be complete prior to Certificate of Zoning Compliance.
 - 2) Plans shall be revised to include Assessor Parcel Numbers, street numbers, and private road name.
 - 3) Plans shall be revised to meet street sign requirements and signage shall be installed prior to conveyance/transfer of the lots.
 - 4) Property pins for the lots shall be installed prior to conveyance/transfer of the lots.
 - 5) Plans shall be revised noting the fee-in-lieu-of open space amount per lot after an appraisal is obtained and that the open space fee shall be paid prior to the conveyance/transfer of each lot. Open space fee lien shall be filed on the Ellington land records with the filing of the subdivision if fees have not already been paid.
 - 6) Subject to Department of Public Works permit requirements for private street apron.
 - 7) Subject to North Central District Health Department approval.
 - 8) Consultant Engineer fees shall be paid prior to filing of subdivision on the Ellington land records.
 - 9) All lot owners served by the private street shall provide written agreement on access and maintenance of the private street as approved by Town Attorney and prior to filing of subdivision on the Ellington land records.
 - 10) All deeds, easements, and other legal documents needed to effectuate the plan shall require Town Attorney approval prior to filing such on the Ellington land records and are subject to payment of fees in accordance with the town's Land Use Fee Ordinance.
 - 11) The plans shall reflect the signature of the Soil Scientist that conducted the field test.
2. Z201827 – Fly Boys Ink, LLC owner/applicant, request for a Special Permit pursuant to Section 7.9-Rear Lot Requirements associated with a two lot subdivision for the construction of a single family home at 240 Jobs Hill Road, APN 139-002-0000, in a RAR (Rural Agricultural/Residential) Zone.

TIME: 7:01 pm

SEATED: Chairman Arlo Hoffman, Vice Chairman Bill Hogan, F. Michael Francis, Ricci Hirth, Sean Kelly, and Alternates Keith Durao, and Jon Moser (Robert Sandberg, Jr., recused himself)

MOVED (HOGAN) SECONDED (KELLY) AND PASSED UNANIMOUSLY TO CLOSE THE PUBLIC HEARING FOR Z201827 – Fly Boys Ink, LLC owner/applicant, request for a Special Permit pursuant to Section 7.9-Rear Lot Requirements associated with a two lot subdivision for the construction of a single family home at 240 Jobs Hill Road, APN 139-002-0000, in a RAR (Rural Agricultural/Residential) Zone.

MOVED (KELLY) SECONDED (HIRTH) AND PASSED UNANIMOUSLY TO APPROVE WITH CONDITION(S) Z201827 – Fly Boys Ink, LLC owner/applicant, request for a Special Permit pursuant to Section 7.9-Rear Lot Requirements associated with a two lot subdivision for the construction of a single family home at 240 Jobs Hill Road, APN 139-002-0000, in a RAR (Rural Agricultural/Residential) Zone.

CONDITION(S):

- 1) Subject to conditions of approval associated with Planning & Zoning Commission file S201804
3. Z201903 – Jason & Diana Reutter, owner/applicant, pursuant to Section 7.1 of the Ellington Zoning Regulations request for a Special Permit for an accessory apartment at 144 Webster Road, APN 165-003-0004, in a RAR (Rural Agricultural/Residential) Zone

TIME: 7:50 PM

SEATED: Chairman Arlo Hoffman, Vice Chairman Bill Hogan, Regular Members Robert Sandberg, Jr., F. Michael Francis, Ricci Hirth, Sean Kelly, and Alternate Keith Durao

Mr. Jason Reutter and Ms. Diana Reutter, 144 Webster Road, Ellington, CT, were present to represent the application. Ms. Reutter said the house has been built and was designed to potentially have an accessory apartment to help family when the time comes. They are looking for a special permit for 997 square feet of the upper level of the home. North Central District Health Department has granted approval.

Vice Chairman Hogan inquired about who will be living in the accessory apartment. Ms. Reutter stated they are not sure yet who will be occupying the space. No one from the public spoke on behalf of this application.

MOVED (SANDBERG) SECONDED (HIRTH) AND PASSED UNANIMOUSLY TO CLOSE THE PUBLIC HEARING FOR Z201903 – Jason & Diana Reutter, owner/applicant, pursuant to Section 7.1 of the Ellington Zoning Regulations request for a Special Permit for an accessory apartment at 144 Webster Road, APN 165-003-0004, in a RAR (Rural Agricultural/Residential) Zone.

MOVED (SANDBERG) SECONDED (KELLY) AND PASSED UNANIMOUSLY TO APPROVE Z201903 – Jason & Diana Reutter, owner/applicant, pursuant to Section 7.1 of the Ellington Zoning Regulations request for a Special Permit for an accessory apartment at 144 Webster Road, APN 165-003-0004, in a RAR (Rural Agricultural/Residential) Zone.

IV. OLD BUSINESS: None

V. NEW BUSINESS:

1. S200403 – Request from Brooks Crossing Developers, LLC for final roadway acceptance and related site improvements for the subdivision known as Highfield Estates, Phase II, Extension of Birch View Drive and Brook Crossing.

Ms. Houlihan explained the road area is ready to be accepted. She read Mr. Steele's email dated March 22, 2019, which stated based on his observation of site and discussion with Public Work's Director and review of the as-built drawings, he recommends acceptance of the extension of Birch View Drive along with the drainage and access easements for

retention area# 3. Ms. Houlihan noted outstanding fees for open space and outstanding snowplowing invoices will need to be paid prior to being referred to the Board of Selectmen for acceptance of public improvements. No one from the public spoke on behalf of this application.

MOVED (HOGAN) SECONDED (KELLY) AND PASSED UNANIMOUSLY TO RECOMMEND TO THE BOARD OF SELECTMEN ACCEPTANCE OF PUBLIC IMPROVEMENTS FOR HIGHFIELD ESTATES PHASE II (PORTIONS OF BIRCH VIEW DRIVE) FILE S200403. SAID RECOMMENDATION SHALL NOT BE REFERRED TO THE BOARD OF SELECTMEN UNTIL THE COMPLETION OF THE ALL OUTSTANDING POST APPROVAL OBLIGATIONS INCLUDING:

- **PAYMENT OF OUTSTANDING OPEN SPACE FEES;**
- **PAYMENT OF OUTSTANDING SNOWPLOWING INVOICES.**

2. Z201906 - In accordance with a memo dated March 22, 2019, from the Ellington Board of Selectmen, request to consider and act on a resolution approving the acquisition of a parcel of land known as the 99 Main Street property in Ellington, aka Assessor's Parcel Number 063-016-0000, and now or formerly owned by Richard and Lori Ziomek, consisting of approximately 0.76 acres, pursuant to Section 8-24 of the Connecticut General Statutes.

Ms. Lori Spielman, First Selectman of Ellington, was present to discuss the proposal to acquire 99 Main Street. Ms. Spielman said the current owner is looking to move and sell their property. The library is next door and is in need of additional parking. Commissioner Sandberg stated the proposal fits within the Plan of Conservation and Development. Commissioner Hirth asked why the town is looking to purchase and take away the character of the center. Commissioner Francis stated if the town purchases the property, it would be another parcel taken off the tax list just to create more parking. Commissioner Sandberg said there is currently a concept plan within the POCD for a town center which will require the town to purchase more properties in order to move forward with the concept.

MOVED (HOGAN) SECONDED (SANDBERG) AND PASSED (AYE: HOFFMAN, KELLY, SANDBERG AND HOGAN; NAY: FRANCIS, HIRTH AND DURAO) TO RESOLVE THAT THE PLANNING AND ZONING COMMISSION RENDER AN AFFIRMATIVE REFERRAL TO THE BOARD OF SELECTMEN FOR A REQUEST TO CONSIDER THE ACQUISITION OF A PARCEL OF LAND KNOWN AS THE 99 MAIN STREET, ELLINGTON, CT, AKA ASSESSOR'S PARCEL NUMBER 063-016-0000, CONSISTING OF APPROXIMATELY 0.76 ACRES, AND BORDERING HALL MEMORIAL LIBRARY PURSUANT TO SECTION 8-24 OF THE CONNECTICUT GENERAL STATUTES. IN SO RECOMMENDING, THE COMMISSION FINDS NO CONFLICT WITH THE PLAN OF CONSERVATION AND DEVELOPMENT AND THAT ACQUISITION OF SAID PARCEL PROVIDES OPPORTUNITY TO INCREASE AND ENHANCE COMMUNITY FACILITIES IN TOWN CENTER.

ANY FUTURE DEVELOPMENT PROJECT IS SUBJECT TO AND SHALL COMPLY WITH ALL APPLICABLE ZONING, SITE PLAN, SUBDIVISION, INLAND WETLAND AND OTHER APPLICABLE LAWS, REGULATIONS AND PERMIT APPROVALS.

4. Z201907 - In accordance with a memo dated March 22, 2019, from the Ellington Board of Selectmen, request to consider and act on a resolution approving the selling of town-owned parcel of land known as the 14 Cherrywood Drive property in Ellington, aka Assessor's Parcel Number 140-015-0000, and ratifies the First Selectman's acknowledgement of receipt of an offer submitted by Jena M. Luginbuhl. Further, the First Selectman shall follow the town's established procedure for selling town-owned land initiated by the buyer,

including notifying the abutters of the subject property, pursuant to Section 8-24 of the Connecticut General Statutes.

First Selectman Spielman was present to discuss the proposal to sell 14 Cherrywood Drive.

Ms. Houlihan stated the subject lot was created in 1972, as recognized on a subdivision map for Woodside Acres South. As previously reported by the Health Department, prior land disturbance compromised soils creating restrictive conditions and preventing health approval for an onsite sewage disposal system. In 2018, after years of nonpayment of taxes, the Town took ownership of the parcel and it remains undeveloped. She stated the request from the Board of Selectmen mentions that the First Selectman shall follow the town's established procedures for selling town-owned land, including notifying the abutters of the subject sale of the property. Through this process, it's acknowledged that other parties may submit interest to buy the property. Mr. Houlihan concurs with the Selectmen's requirement that the land be combined with abutting land if sold to an abutter, and, further, suggests that if the land is not sold to an abutter that sale documents clearly disclaim that 14 Cherrywood Drive is not an approved building lot.

MOVED (HOGAN) SECONDED (KELLY) AND PASSED UNANIMOUSLY TO RESOLVE THAT THE PLANNING AND ZONING COMMISSION RENDER AN AFFIRMATIVE REFERRAL TO THE BOARD OF SELECTMEN CONCERNING A REQUEST FOR THE SALE OF TOWN-OWNED LAND KNOWN AS 14 CHERRYWOOD DRIVE, ELLINGTON, CT, AKA ASSESSOR'S PARCEL NUMBER 140-015-0000. IN SO RESOLVING, THE COMMISSION FINDS NO CONFLICT WITH THE PLAN OF CONSERVATION AND DEVELOPMENT AND CONCURS WITH THE BOARD THAT IF THE LAND IS SOLD TO AN ABUTTING LAND OWNER SAID LAND SHALL BE COMBINED WITH ABUTTING PROPERTY. IN CASE THE LAND IS NOT SOLD TO AN ABUTTER, SALE DOCUMENTS SHALL CLEARLY DISCLAIM THAT 14 CHERRYWOOD DRIVE IS NOT AN APPROVED BUILDING LOT.

ANY FUTURE DEVELOPMENT IS SUBJECT TO AND SHALL COMPLY WITH ALL APPLICABLE ZONING, SITE PLAN, SUBDIVISION, INLAND WETLAND, HEALTH AND OTHER APPLICABLE LAWS, REGULATIONS AND PERMIT APPROVALS.

4. Z201904 – Michael Wasielak, owner/applicant, pursuant to Section 7.1 of the Ellington Zoning Regulations request for a Special Permit for an accessory apartment at 57 Crystal Lake Road, APN 110-006-0004, in a RAR (Rural Agricultural/Residential) Zone.

BY CONSENSUS, RECEIVED AND SCHEDULED A PUBLIC HEARING FOR THE NEXT REGULAR MEETING ON APRIL 22, 2019, 7:00 PM, TOWN HALL ANNEX, 57 MAIN STREET, ELLINGTON, CT, FOR Z201904 – Michael Wasielak, owner/applicant, pursuant to Section 7.1 of the Ellington Zoning Regulations request for a Special Permit for an accessory apartment at 57 Crystal Lake Road, APN 110-006-0004, in a RAR (Rural Agricultural/Residential) Zone.

5. Z201905 – Alan Friedman, owner/Don DiFiore, applicant, request for Special Permit for a specialty food store, restaurant with liquor license, and use of existing drive-thru window for pre-order pick-up and Site Plan Modifications for addition for freezer and cooler, outside dining and associated site improvements at 287 Somers Road, APN 083-022-0000, in a C (Commercial) Zone.

BY CONSENSUS, RECEIVED AND SCHEDULE A PUBLIC HEARING FOR THE NEXT REGULAR MEETING ON APRIL 22, 2019, 7:00 PM, TOWN HALL ANNEX, 57 MAIN

STREET, ELLINGTON, CT, FOR Z201905 – Alan Friedman, owner/Don DiFiore, applicant, request for Special Permit for a specialty food store, restaurant with liquor license, and use of existing drive-thru window for pre-order pick-up and Site Plan Modifications for addition for freezer and cooler, outside dining and associated site improvements at 287 Somers Road, APN 083-022-0000, in a C (Commercial) Zone.

VI. ADMINISTRATIVE BUSINESS:

1. Approval of the February 25, 2019 Regular Meeting Minutes

MOVED (KELLY) SECONDED (HIRTH) AND PASSED (AYE: HOFFMAN, KELLY, HIRTH AND DURAO; ABSTAINED: HOGAN, SANDBERG AND FRANCIS) TO APPROVE FEBRUARY 25, 2019 REGULAR MEETING MINUTES.

2. Status of comprehensive review and updates to 2008 Plan of Conservation and Development.

Vice Chairman Kelly of the POCD Update Committee said Goman & York is close to having a final draft of the POCD to present to the PZC and the public. Ms. Houlihan asked the commission if they are able to attend a workshop on Monday, April 29th so the proposed draft can be reviewed with them. She stated they are waiting for input from Inland Wetlands Agency pertaining to their section of the POCD. She explained the Planning Department will need at least 65 days for Capitol Region Council of Governments (CRCOG) to review and comment on the draft POCD. In order to avoid summer months and to give ample time for the public to review the draft, a hearing to decide it will not be scheduled until September.

BY CONSENSUS, THE COMMISSION AGREED TO ATTEND A WORKSHOP ON APRIL 29, 2019, AT 7PM, (LOCATION TO BE DETERMINED), FOR THE PRESENTATION OF DRAFT UPDATES TO THE PLAN OF CONSERVATION AND DEVELOPMENT.

3. Election of Officers.

a. Chairman Position

MOVED (KELLY) SECONDED (FRANCIS) TO NOMINATE COMMISSIONER (HOFFMAN) FOR CHAIRMAN OF THE PLANNING & ZONING COMMISSION FOR THE YEAR OF 2019.

COMMISSIONER (HOFFMAN) ACCEPTED THE NOMINATION.

HEARING NO FURTHER NOMINATIONS, MOVED (KELLY) SECONDED (FRANCIS) AND PASSED UNANIMOUSLY TO ELECT COMMISSIONER (HOFFMAN) FOR CHAIRMAN OF THE PLANNING & ZONING COMMISSION FOR THE YEAR OF 2019.

b. Vice-Chairman Position

MOVED (KELLY) SECONDED (FRANCIS) TO NOMINATE COMMISSIONER (HOGAN) FOR VICE-CHAIRMAN OF THE PLANNING & ZONING COMMISSION FOR THE YEAR OF 2019.

COMMISSIONER (HOGAN) ACCEPTED THE NOMINATION.

HEARING NO FURTHER NOMINATIONS, MOVED (SANDBERG) SECONDED (KELLY) AND PASSED UNANIMOUSLY TO ELECT COMMISSIONER (HOGAN) FOR VICE-CHAIRMAN OF THE PLANNING & ZONING COMMISSION FOR THE YEAR OF 2019.

c. Secretary Position

MOVED (KELLY) SECONDED (FRANCIS) TO NOMINATE COMMISSIONER (STROM) FOR SECRETARY OF THE PLANNING & ZONING COMMISSION FOR THE YEAR OF 2019.

COMMISSIONER (STROM) ACCEPTED THE NOMINATION.

HEARING NO FURTHER NOMINATIONS, MOVED (KELLY) SECONDED (FRANCIS) AND PASSED UNANIMOUSLY TO ELECT COMMISSIONER (STROM) FOR SECRETARY OF THE PLANNING & ZONING COMMISSION FOR THE YEAR OF 2019.

4. Appointment of PZC Representative/Alternate to serve on the CRCOG Regional Planning Commission for 2019.

a. Representative

MOVED (HOGAN) SECONDED (KELLY) AND PASSED UNANIMOUSLY TO APPOINT COMMISSIONER (MOSER) FOR REPRESENTATIVE TO CRCOG REGIONAL PLANNING COMMISSION FOR THE YEAR OF 2019.

b. Alternate

MOVED (HOGAN) SECONDED (FRANCIS) AND PASSED UNANIMOUSLY TO APPOINT COMMISSIONER (DURAO) FOR ALTERNATE REPRESENTATIVE TO CRCOG REGIONAL PLANNING COMMISSION FOR THE YEAR OF 2019.

5. Correspondence/Discussion:

1. Pedestrian improvements south side of Main Street west of Town Hall & potential expansion of gas and sanitary sewer utilities.

Ms. Houlihan reviewed planned pedestrian improvements from Town Hall heading west to Pinney Street. She explained the project is funded through the State of Connecticut's Community Connectivity Grant Program. She further explained efforts to coordinate expansion of gas and sewer utilities within the sidewalk project area. The commission discussed the project and possible expansion of the sewer district to include commercial areas near Tomoka Avenue. Expansion may also include the T-Parcel to accommodate community facilities and a portion of Jobs Hill Road for agri-tourism. Vice Chairman Hogan expressed concern for dairy waste being discharged into the sewer system, and felt local health approval would be granted for agri-tourism facilities not served by public sewers.

2. Review Temporary Sign Regulations (Section 6.3.8) one year from amendment approved March 26, 2018, effective April 15, 2018.

Ms. Houlihan stated upon approval last year of the temporary sign regulations, the commission agreed to revisit them in a year. She explained the different ways the business community was engaged throughout the revision process. She suggested adding a discussion item to next month's agenda and inviting local businesses to discuss the current regulations with them. The Planning Department will do a mass mailing/emails, and post an announcement on the town website notifying businesses of the discussion.

Ms. Houlihan talked briefly about crumbling foundations in town and about allowing impacted property owners to live in a trailer on their property during reconstruction. The Planning Department will oversee the process via a zoning permit and allow 6 months to a year for completion of the project. The zoning permit will be coordinated with the Health Department. The commission supported the practice.

Ms. Houlihan mentioned a request for a Cottage Foods operation within a home located at Windermere Village. She noted language with Windermere Village Home Owners Association's declaration pertaining home offices. It was agreed that home occupations for multi-family developments should not allow those that require visits by the public.

VII. ADJOURNMENT:

MOVED (FRANCIS) SECONDED (KELLY) AND PASSED UNANIMOUSLY TO ADJOURN THE PLANNING & ZONING COMMISSION REGULAR MEETING AT 9:08 PM.

Respectfully submitted,

Barbra Galovich, Recording Clerk