

**Chaplin Planning and Zoning Commission**  
**Regular Meeting Minutes**  
**February 11, 2016**  
**Chaplin Town Hall**  
**495 Phoenixville Road, Chaplin, CT**

The meeting was called to order at 7:06 PM by Chairman Doug Dubitsky. Members present were Alan Burdick, Helen Weingart and Dave Garceau. Alternate Member present was Ken Fortier. Also present was Zoning Enforcement Officer Jay Gigliotti. Regular members absent were Vice-Chairman Peter Fiasconaro, Eric Beer and Randy Godaire. Alternate Members Absent were Cesar Beltran and Bill Ireland.

**Seat Alternates:** Chairman Doug Dubitsky sat Ken Fortier for Peter Fiasconaro.

**Additions to the Agenda: None**

**Approval of January 14, 2016 Regular Meeting Minutes:**

**Helen Weingart motioned to approve the January 14, 2016 Regular Meeting Minutes, seconded by Alan Burdick. Dave Garceau abstained. All members voted in Favor. Motion Carried.**

**Citizens having New Business: None**

**Old Business: None**

**New Business:**

Chairman Dubitsky stated he had several items to discuss with the commission. The following summarizes the discussions which occurred for each item.

**Town Ordinances relating to the Chaplin Planning & Zoning Commission**

The ZEO, Mr. Jay Gigliotti compiled all of the Town ordinances relating to the Chaplin Planning & Zoning Commission. Mr. Gigliotti and Mr. Dubitsky have only briefly reviewed these ordinances and shall be conducting a more thorough review before the next meeting. The PZC related ordinances shall be sent to the PZC members and discussion of these ordinances shall be included on the March 10, 2016 Regular Meeting Agenda.

**Chaplin Zoning Map:**

Chairman Dubitsky stated Mr. Gigliotti and himself have identified multiple inconsistencies with the Chaplin PZC "Zoning Map". It appears that the official Chaplin Zoning Map is located in the Town Clerk's Vault. This Map can be easily viewed by the public as it is displayed on a file cabinet directly in front of the vault door. The Zoning Map was published on 2/15/06, filed on 3/14/06 and signed by Mr. Barry Howard, the PZC Chairman on 3/9/06. This map is both published and dated differently than the Zoning Map displayed in the Town Hall lobby. Additionally, there are multiple areas/zones which do not correspond between the two maps. The commission specifically discussed the "Business Zone" located in the western portion of Route 6. PZC Staff was directed to locate the minutes and public hearing records which related to this area of the Zoning District. Additionally, staff shall have a new map printed for the lobby which is consistent with the map filed in the Town Clerk's Vault. Discussion followed regarding the prior approval of the zoning map and the correct designations of the zones & other protected/ regulated areas.

**Chaplin Plan of Conservation & Development (POCD)**

Chairman Dubitsky indicated the ZEO & himself had some very preliminary discussions regarding the development of the 2020 version of the Chaplin POCD. The Connecticut General Statutes require municipalities to update their POCD's once every 10 years and Chaplin's was last done in 2010. While the town still has four (4) years until the revised POCD is due, the development of the document shall most likely take a couple of years, so the PZC should begin to prepare for the development of this document. Chairman Dubitsky explained both the ZEO & himself feel that the current 2010 POCD is a good version and the 2020 revision would be more of an update vs. a complete re-write; which could be done "in-house". The 2010 POCD came at a high cost to the town and an update conducted in-house would result in a significant amount of savings.

Correspondence: None

**Report of the Zoning Officer:**

J. Gigliotti reviewed his ZEO Report for February 2016:

**ZONING PERMITS ISSUED**

**ZP14-30- 290 Phoenixville Road**- Horizon Realty Group, LLC- Assessor's Map 55-8-1 Lot 2, Request for Zoning Compliance, the applicant came in to the office during PZC Staff's hours on Tuesday, 1/26/16 and demanded staff to process the request for a certificate of Zoning Compliance. Although the applicant was not very professional, and the last house that this applicant built, the same situation occurred, staff was able to facilitate the issuance of the certificate of zoning compliance on the day of the closing. PZC Staff was able to issue a certificate on Thursday, January 28, 2016

Discussion followed regarding the revision to the zoning regulations which would allow staff a certain amount of time to conduct the required review and inspection necessary to determine zoning compliance.

**ENFORCEMENT ACTIONS**

**113 Cedar Swamp Road**- As of February 2016, there has been no change on the property and PZC Staff has not heard from the property owner. The Deadline for the clean-up is 4/31/16

**26 & 30 Bedlam Road**- Zoning Permit was issued in September 2015, since then work has continued to be done on the 30 x 60 steel building, but is not yet complete. PZC Staff has told the property owner that upon completion of the building, a certificate of Zoning Compliance must be obtained.- No Change

**18 Bedlam Road**-As of January 2016, there has been no change on the property and PZC Staff has not heard from the property owner. The Deadline for the clean-up is 8/18/16- No Change

**184 Palmer Road**- As of January 2016, there has been no change on the property and PZC Staff has not heard from the property owner. The Deadline for the clean-up is 4/31/16- No Change

**262 Willimantic Road**- As of February 2016, PZC Staff has not observed any motor vehicles for sale at the front of the property and it appears that vehicles that had been previously identified as unregistered are no longer being stored on the property.

**80 Marcy Road**- As of December 2015, staff left word with the property owner that the property was in violation of the Chaplin Zoning Regulations for unregistered motor vehicles and the storage of Junk & Debris. Per the PZC's direction at the November Meeting, staff indicated the property owner had 4 months to correct the Violations. As of January 2016, staff has not heard from the property owner and as of December 2015, no changes have occurred on the property. - No Change

Due to the up-coming zoning ordinance deadlines, the PZC discussed the process of the appeals hearings for properties which are scheduled to begin accruing fines. The PZC requested staff to ask the Town Attorney Dennis O'Brien, who the appeals hearing officers are and whether or not they have been trained on the hearing procedures. Additionally, discussion followed regarding the filing of the violations on the land records for specific properties. The topic of filing violations on the land records, shall be placed on the PZC agenda, for the March 10, 2016 Regular Meeting.

**Tractors 2 Trimmers**

The lawn and power equipment sales and service facility located at 174 Willimantic Road, directly west of the Post Office and Lynch Road was recently witnessed to be storing pre-built sheds on the property, to the right side of the building. PZC Staff received several inquiries regarding the pre-built sheds, which prompted an investigation. Staff's research indicated that the sheds are manufactured by "Old Hickory" and are constructed at an alternate location. The sales of these sheds are facilitated by Tractor to Trimmers. Staff reviewed the zoning regulations and there does not appear to be any violations associated with the sales of the pre-built sheds.

### **On-Line GIS System- Main Street GIS**

On January 19, 2016, Town Staff who utilize the On-Line GIS system, met with Vin Tingle, President of "MainStreet GIS" the Town's new Online GIS Vendor, to discuss and review the operation of Chaplin's new online GIS system. PZC Staff had the bulk of the comments and revisions that needed to occur to the GIS System. Some of these revisions included the correct zoning layers, aquifer protection, historic district and open space/ protected land. Staff continues to work with the vendor and it is hopeful that the new system will be available for public use in the next month or so. If you have not tried the system yet, the link is below, however, please do not share with the public as it is still in the trial phase.

<http://www.mainstreetmaps.com/ct/chaplin/public.asp>

**Items Pro Re Nata: None**

**Adjournment:**

**Alan Burdick moved to adjourn, seconded by Helen Weingart. All members voted in Favor. Motion Carried.**

**Chairman Doug Dubitsky adjourned the meeting at 7:50pm**

Respectfully submitted,

Jay Gigliotti, Zoning Enforcement Officer