

Chaplin Planning and Zoning Commission
Regular Meeting Minutes
April 14, 2016
Chaplin Town Hall
495 Phoenixville Road, Chaplin, CT

Chairman Doug Dubitsky called the meeting to order at 7:05 PM

Members present were Vice-Chairman Peter Fiasconaro, Helen Weingart, Eric Beer and Alan Burdick (7:07pm). Alternate Members present were Ken Fortier and Bill Ireland. Also present was Zoning Enforcement Officer Jay Gigliotti

Members Absent were Dave Garceau and Randy Godaire. Alternate Member absent was Bill Ireland .

Seat Alternates:

Chairman Dubitsky seated Ken Fortier for Dave Garceau

Approval of March 10, 2016 Meeting Minutes:

In the 6th paragraph, the third to last sentence "Remaining" spelling correction and the second to last sentence to be removed.

In the first paragraph under the chart on page 3, the second to last paragraph should read "All remaining Members voted in Favor"

Peter Fiasconaro motioned to approve the March 10, 2016 Regular Meeting Minutes as amended, seconded by Alan Burdick. All members voted in Favor. Motion Carried.

Chairman Dubitsky asked the commission for a motion to add "Discussion and Report of Budget" as Item C under Old Business.

Motion made by Vice-Chairman Peter Fiasconaro to add "Discussion and Report of Budget" as Item C, under Old Business to the agenda, seconded by Eric Beer. All Members voted in Favor. Motion Carried.

Citizens having New Business: None

Old Business:

A. Vote to Fill Alternate Member Vacancy

Chairman Dubitsky explained that a vacant alternate position was left by the resignation Cesar Beltran and at the last meeting there were two (2) nominations to fill the vacancy. The commission voted to table the selection of an alternate member at the last meeting in order to allow for anyone else to nominate a candidate to fill the position. He explained that currently, the two (2) candidates are John Meyer and Dan Pierce. Chairman Dubitsky asked the commission if anyone else had other candidate(s) to fill vacancy.

Eric Beer Nominated Brandon Cameron (1). There were no other nominations. The three candidates to fill the vacancy are: John Meyer, Dan Pierce and Brandon Cameron.

Chairman Dubitsky asked to commission for a motion to approve the voting process for the filling the vacant alternate position. The voting shall be conducted openly, by a showing of hands for each candidate. The new candidate, Brandon Cameron would be given an opportunity to introduce himself first.

Motion made by Alan Burdick to approve the voting on the vacant alternate position shall be done openly, by a showing of hands for each candidate and the candidate with the most number of hands raised would be selected. Seconded by Eric Beer. All Members Voted in Favor. Motion Carried.

Brandon Cameron, of 25 Chappell Street, an independent, introduced himself to the commission. He explained what he did for work, his family situation and his tenure in the Town of Chaplin.

The results of the voting are as follows:
Dan Pierce: 2 Votes

John Meyer: 1 Vote
Brandon Cameron: 3 Votes

Chairman Dubitsky asked the commission for a motion to accept and approve the results of the vote on the filling of the vacant alternate position.

Motion made by Eric Beer to accept and approve Brandon Cameron as the winning candidate to fill the alternate member vacancy on the planning and zoning commission by the receipt of there (3) votes. Seconded by Helen Weingart. All Members Voted in Favor. Motion Carried.

B. Discussion and Possible Action on Town Ordinances relating to the Planning and Zoning Commission

Chairman Dubitsky explained that all of the members were provided with copies of all of the Town's Ordinances which relate to the Planning and Zoning Commission. He asked if everyone had enough time to complete a review of the ordinances. The consensus was that it would be a good idea to table this agenda item until the May meeting in order to allow for the members to spend the appropriate amount of time on the review of the ordinances.

Motion Made by Eric Beer to table the discussion and possible action on Town Ordinances relating to the planning and zoning commission until the next regular meeting. Seconded by Vice-Chairman Peter Fiasconaro. All Members Voted in Favor. Motion Carried.

C. Discussion and Report of Budget

Chairman Dubitsky explained to the commission that Vice-Chairman Peter Fiasconaro had attended the March Board of Finance Budget Workshop.

Vice-Chairman Peter Fiasconaro detailed his presentation experience at the 3/14/16 Board of Finance budget workshop meeting. He explained that PZC Commission Member Eric Beer and Zoning Enforcement Officer Jay Gigliotti were in attendance along with him. He presented the Planning & Zoning Commission Fiscal Year 2016/2017 budget that was approved by the PZC at the March Meeting. ZEO Jay Gigliotti provided the BOF members with copies of ZEO Reports, PZC Minutes and other documents relating to the zoning enforcement ordinance. Additionally, he summarized his duties implementing the Zoning Enforcement Ordinance, as well as his required duties of standard ZEO Operations. Eric Beer explained it appeared the Board of Finance was pleased the PZC was able to provide details of their operations.

Discussion followed regarding the budget and the receipt of monthly PZC budget statements. The commission members came to a consensus that the discussion of the budget should be on the agenda each month as Item A under old Business.

New Business

- A. #SP16-051-** William Covey- Connecticut Casket Company, LLC.- Applicant, Kenneth & Jessica Ives- Property Owners- 238 Willimantic Road, Assessor's Map 89-5, Special Permit Application per Chaplin Zoning Regulations Sec.5.3.B.I, establishment of new business proposing small-scale assembly, proposed business use is located within "Business" Zoning District on the subject property and encompassed by the "Corridor Overlay" District, property entrance is on Willimantic Road (Route 6), approx. 280' to the South- Southwest of Mansure Road and approx. 760' to the Northeast of Old Willimantic Road

The ZEO explained that he had received a special permit operation to utilize 238 Willimantic Road, the Kawasaki dealership building, for a casket manufacturing company. He explained that the application was a special permit for the use in the Business zone in accordance with section 5.3.B.I of the Chaplin zoning regulations. All applications under section 5.3.B of the regulations shall be special permit applications and thus requires a public hearing.

Jay Gigliotti passed out the application materials and said they he would copies for all the commission members before the next meeting. The owner of the Connecticut Casket Co, LLC, Mr. Bill Covey, is in need of a decision from the Planning & Zoning Commission quickly due to the terms of his agreement to purchase the building. Discussion followed regarding the content of the application and the scheduling of the public hearing.

Eric Beer motioned to set a date for a public hearing for SP16-051 at the next regular meeting on May 12, 2016 at 7pm. Seconded by Helen Weingart. All Members Voted in Favor. Motion Carried.

Correspondence: None

Report of the Zoning Officer:

Jay Gigliotti reviewed his ZEO Report for April 2016

Items Pro Re Nata: None

Adjournment:

Motion Made by Eric Beer to adjourn the 4.14.16 PZC Meeting. Seconded by Vice Chairman Peter Fiasconaro. All Members Voted In Favor. Motion Carried.

Chairman Dubitsky adjourned the 4.14.16 PZC Meeting at 9:06pm

Respectively Submitted,

Jay Gigliotti