

The meeting was called to order at 7:24 PM.

MEMBERS PRESENT: Doug Dubitsky (Chair), Pete Fiasconaro (Vice-Chair), Helen Weingart, Randy Godaire, Dave Garceau; Alternate Ken Fortier.

MEMBERS ABSENT: Alan Burdick, Eric Beer; Alternate Bill Ireland.

ALTERNATES SEATED: Ken Fortier seated for Eric Beer.

ALSO PRESENT: Zoning Enforcement Officer (ZEO) Jay Gigliotti.

APPROVAL OF MINUTES 09.10.20 SPECIAL MEETING:

Motion to approve by K. Fortier, seconded by P. Fiasconaro. Motion carried with two abstentions by D. Garceau and R. Godaire.

CITIZENS HAVING NEW BUSINESS: None

OLD BUSINESS:

A. Home Occupations:

ZEO J. Gigliotti reported that many calls with concerns have been received regarding these types of businesses. D. Dubitsky will attempt to focus on Home Occupations for the next meeting.

Motion to move New Business before the Bylaws in Old Business, made by H. Weingart, seconded by K. Fortier. All in favor, motion carried.

NEW BUSINESS:

A. RC20-131-Proposed Text Amendment to Section 5.2.B Zoning Regulations – “Private Property Campgrounds”:

J. Gigliotti presented most recent revision to text amendment to include: Private Property Campground as special permit use in a RAR Zone (it doesn't fit as a special permit in the current regulations). Applicant Jocelyn Bennett on 146 Singleton Road presented the following revised guidelines:

- 6.5 acres for remote camping with campers self-sufficient
- No RVs or trailers
- Homeowner's house is 500 feet away from any neighbor's house
- D. Dubitsky suggested changing to: camping is at least 500 feet from any neighbor's residence space
- No loud music
- Campers need to shut down by 10pm
- Cars are to be parked off street and not visible from the road
- Campers are out of sight from landowner and dogs

D. Dubitsky suggested changing to: camping must be 200 feet from homeowner's residence to keep consistency with distance

- Use only existing firepits
- No pets allowed or allowed at the discretion of the landowner
- Access is needed for emergency vehicles
- Doesn't require a state license

H. Weingart reported that there are state regulations for campgrounds and would need to register annually with the local Director of the Public Health Department, also requires annual inspections. D. Dubitsky suggested adding language - subject to any state licensing and regulations. H. Weingart reported that it falls under regulations for CT State Agencies in section 19A-2A-29 (available online) and will email the link to the ZEO.

D. Dubitsky reported that the PCZ has no authority pertaining to indoor events. He suggested adding number of people per acre and number of cars per acre to determine scale of operation. He suggested looking at the state regulations and bring back for discussion at the next meeting. The most important thing is to coordinate with the state regulations so there is no conflict on the following: how it's scaled, number of people, size of facility, number of cars, acceptable location for firepits and Fire Inspection to determine sufficient access for emergency vehicles.

P. Fiasconaro expressed concerns with the footage from neighbor's property and vegetative buffer. A 5-acre lot does not meet the 500 feet distance requirement. If a house is built on the adjoining parcel that is closer, it might put the campground out of business. R. Godaire reported that there could be a conflict using the distance to a residence (usually it is the property line).

D. Dubitsky recommended working with the ZEO and bring back for discussion at the next meeting.

B. SP20-132 Special Permit Application for Proposed Accessory Apartment per Section 5.2.A.10.g:

Testimony was presented at the Public Hearing for the Proposed Accessory Apartment at 159 South Bear Hill Road that meets criteria with the following: meets all setback distances, Eastern Highlands approval for health codes, no additional septic required, lot line revisions are done, there is sufficient space to get vehicles behind the house. The acreage requirement was revised to a 2-acre minimum with the new revisions. The applicant has 1-acre with the proposed apartment attached and shares a common exterior wall with a joining breezeway. D. Dubitsky asked about utilities. R. Godaire reported that the electric would be the same as the house service and heating should be separate. The one-story apartment would be on a slab.

Motion to approve SP20-132 Special Permit Application for Proposed Accessory Apartment per Section 5.2.A.10.g, was made by R. Godaire, seconded by P. Fiasconaro. All in favor, motion carried.

R. Godaire asked what would determine not approving future special permits for 1 acre. D. Dubitsky reported that the Commission would consider the impact to adjoining property owners who would have the opportunity to speak at a Public Hearing.

C. SUB20-133-Application for 2-Lot Resubdivision, Davis Road Ext. & North Bedlam Road:

Continued until the next meeting.

OLD BUSINESS (continued):

B. By-Laws:

H. Weingart presented proposed revisions to the draft PZC Bylaws that includes the following:

- PZC was changed to Commission throughout the entire document.
- Article VIII – discussion held on changing the language for quorums for conducting business and abstaining with voting. D. Dubitsky suggested changing to: in order to pass a motion, you need the majority of members present and voting. H. Weingart will check for the recent language with Robert’s Rules of Order.
- Article XVI – The Bylaws may be amended with a unanimous vote of 7 members present and voting.
- The Commission was asked to consider an appendix that would include: new Complaint Enforcement Policy and CT Statute that authorizes the Commission or Town Ordinance to establish Public Hearing Guidelines for the Hearing Officer.

H. Weingart will present revised draft Bylaws with an Appendix and revisions in color for the next meeting.

C. Plan of Conservation of & Development:

NECOGG was asked to assist with revisions for the POCD within 4 months. Associate Director Jim Larkin and Senior Director of Regional Services Hoween Flexer from NECOGG presented procedures on how they envision the update to take place and will share a potential timeline. The statute that governs revisions and adoption requires the document be sent to the BOS as well as the Council of Governments within 65 days prior to the Public Hearing. Doug Dubitsky reported that he spoke with John Filchak and even though the Commission is behind in the timeline, it could be finished and adopted within 4 months. Jim Larkin asked if a notice was sent to OPM that the POCD is expired. Grants for discretionary funds should also include a separate letter with submission. D. Dubitsky reported that OPM is aware of the situation and knows it is being worked on. He doesn’t believe any grants have been held up and a grant for a new Housing Plan was approved and should be incorporated into the POCD. The state will be providing guidelines on what to include for the Housing Plan. Jim Larkin reported that the current POCD and zoning regulations have been reviewed.

D. Dubitsky presented the following recommendations:

- The current POCD has a node theme that hasn’t worked well – would like to move away from a node concept to a corridor concept.
- Change the way properties are zoned – many are cut in half due to the zone going back to a certain number of feet from the road and creates a number of properties split into 2 zones that makes it difficult to use them for anything productive
- Bill Ireland suggested making the business zone 1 zone, not like 3 zones currently and include all of Route 6
- The corridor would be mixed use – the Commission recently updated accessory apartments to allow for apartments above and behind businesses in the district (there are already a number of businesses that are grandfathered in)
- Other types of zones discussed previously that are in the old POCD were not put into place
- There was a provision for cluster housing with open-space subdivisions, two have been tried and failed (it is better to have fewer, larger properties)

Jim Larkin would like to meet with the staff to discuss the following (D. Dubitsky would like to be included in the discussion):

- what strategies the Commission has looked at that are currently in the POCD
- review current POCD background and housing trends
- review demographics to show population growth using 3 or 4 slides with PowerPoint
- moving forward, determine if creating a PowerPoint (can be posted on website for public view) to review trends and demographics or putting into a workbook with copies to be shared
- work on timeline to hold specific date for Public Hearing and work backwards with meeting dates to get things done
- present timeline with different scenarios for the next meeting

D. Dubitsky suggested addressing at regular meetings if possible and will schedule special meetings if necessary. He would like to see a timeline with a start date and end date. Individual meeting dates can be flexible depending on how much work the Commission has. John Filchak will be contacted about whether a contract is needed.

Jim Larkin asked for a copy of the Route 6 Corridor Study and pdf copy of the POCD.

P. Fiasconaro asked about the numerous pages of proposed actions with many that don't apply. They will be reviewed at the meeting with the staff and will be eliminated where necessary.

D. Scheduling of Hearings for Regulation Revisions:

H. Weingart expressed the need to approve revisions as soon as possible as they are tied into the POCD. D. Dubitsky suggested approving all the revisions together. J. Gigliotti will tally the revisions (there are numerous hand written notes that need to be typed), send out to the appropriate parties and present dates for the next meeting. H. Weingart suggested having the Recording Clerk type up the written notes.

NEW BUSINESS:

- A. RC20-131-Proposed Text Amendment to Section 5.2.B Zoning Regulations – “Private Property Campgrounds”:**
- B. SP20-132 Special Permit Application for Proposed Accessory Apartment per Section 5.2.A.10.g:**
- C. SUB20-133-Application for 2-Lot Resubdivision, Davis Road Ext. & North Bedlam Road:**

New Business Items A, B, C moved to before Bylaws in Old Business.

CORRESPONDENCE:

J. Gigliotti presented Annual Report requested by the BOF that includes: tally of inspections, permits and meetings, impact to operations from Covid 19 (4 cancelled meetings this fiscal year impacted the POCD and Zoning Revisions).

J. Gigliotti presented FY 2020-21 PZC regular meeting schedule with meetings held on the 2nd Thursday of the month at the Chaplin Town Hall except November that will be held on the 3rd Thursday due to Veteran's Day.

Motion to approve the FY 2020-21 PZC regular meeting schedule as presented, was made by R. Godaire, seconded by D. Garceau. All in favor, motion carried.

REPORT OF THE ZONING OFFICER:

J. Gigliotti presented monthly report that is available at the Town Hall.

There are 4 new permits since last month.

- A portion of the wrap-around deck on Gano Lane will be used for an addition on the master bedroom.
- Jordan Hardwick's grandfather is building a large 35 ft x 45 ft garage/workshop on South Bear Hill Road.
- A pole barn for equipment will be built on a small triangle plot on Tower Hill Road.
- A new house will be built on Ridge Road that has a large road drop-off that has been brought up to approval. It was suggested to install a mirror for assistance in seeing out of the driveway during construction.

Enforcement:

- Marcy Road - Had a July 1st deadline and is still not in compliance. The owner had surgery and plans on coming in to meet with the Commission.
- Chewink Road - Total fines are at \$13,500 and still not in compliance. There is noticeable progress with a goal to have a company come in and haul away the scrap metal.
- 19 Hampton Road – There are 4-5 horses on the property of about 3.5 acres. A certified letter was signed for. Attempts to call have been unsuccessful.
- Carefree Lane – No chickens have been observed per complaint. There has been no response to request for pictures to date.

ITEMS PRO RE NATA: None

ADJOURNMENT:

Motion to adjourn at 9:51 PM made by D. Garceau by, seconded by P. Fiasconaro. All in favor, motion carried.

Respectfully submitted by,
Recording Clerk Kathleen Scott