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TOWN PLAN AND ZONING COMMISSION
MEETING MINUTES

April 9, 2018

Present were Chair Brenneman, Commissioners Doeg, Donald, Grabulis, Pogson, Alternate Commissioners Nowakowski, O'Brien, Ogan and Town Planner and Clerk. Chair Brenneman opened the meeting at 7:00 p.m.

PLEDGE OF ALLEGIANCE (Led by Chair Brenneman)

ANNOUNCEMENT

The Town Council appointed Alternate Commissioner Grabulis to be a regular member filling Commissioner Matava's place on the Commission and appointed new Alternate Commissioner Mindy Ogan to fill the alternate vacancy position.

Acting Secretary Doeg read the legal notice into the record.

Alternate Commissioner Nowakowski was appointed to vote on behalf of Commissioner Tucker on all matters.

NEW BUSINESS

Custom Sign Solutions – 855 Farmington Avenue

Virgil Williams, Custom Sign Solutions, presented the request to install a 12' x 30" PVC building sign at 855 Farmington Avenue. There was a brief discussion to confirm location, size and lighting proposed.

Upon a motion made and seconded (Doeg/Pogson) it was unanimously

VOTED: To approve the Custom Sign Solutions application for 855 Farmington Avenue as presented and on file in the Planning Office.

Sylvie Binette – 740 Plainville Avenue

Ms. Binette presented her request to replace the existing temporary "Now Open" sign with a permanent 2' x 6' x 3/4" PVC double-sided sign panel with vinyl graphics mounted between two 8" x 8" granite posts at 740 Plainville Avenue. In response to a request of the Commission, Town Planner Warner confirmed the proposed sign complies with the requirements of the zoning regulations.

Upon a motion made and seconded (Doeg/Donald) it was unanimously

VOTE: To approve the Sylvie Binette sign application for permanent freestanding sign at 740 Plainville Avenue as presented and on file in the Planning Office.

Canton Sign Shop – 11 Melrose Drive

Joseph Garrity, Canton Sign Shop, presented the request to install a 32” x 64.5” PVC sign with vinyl lettering at 11 Melrose Drive. No lighting is proposed. In response to a request of the Commission, Town Planner Warner confirmed the proposed sign complies with the requirements of the zoning regulations.

Upon a motion made and seconded (Pogson/Nowakowski) it was unanimously

VOTED: To approve Canton Sign Shop sign application for building sign at 11 Melrose Drive as presented and on file in the Planning Office.

E.A. Quinn Landscape Contracting – 14 Townsend Road

Ed Quinn presented the request to bring in fill to level an area for an in-ground pool and patio area. Approximately 200 yards of fill and retaining wall will be installed to raise the grade of the yard approximately three feet. When asked if trees will be removed for this project Mr. Quinn responded approximately fifteen trees will be removed. Trees and shrubs will be replanted as shown on the landscaping plan. The retaining wall is proposed as a “green” wall and designed to have plantings.

Upon a motion made and seconded (Doeg/Donald) it was unanimously

VOTED: To approve the E.A. Quinn Landscape Contracting application for site plan approval to bring in fill to level an area for an in-ground pool and patio area at 14 Townsend Road as presented and on file in the Planning Office. The applicant shall install all necessary erosion controls and if necessary keep the road free from dirt and debris.

Matthew Pogson – 270 Brickyard Road

Matthew Pogson recused himself from this matter. Alternate Commissioner O’Brien was appointed to vote on his behalf.

James Pogson presented the request to install a 6’ wooden stockade fence along the frontage of 270 Brickyard Road. The fence is proposed to be installed on a berm ranging an average of three to four feet in height and located approximately 15 feet from the curb. The homeowner also proposes to plant vegetation on the road side of the fence. Fallen and/or dying trees where dirt was bermed will be removed and the area cleaned up. Reasons for installation of the fence stated are to provide a safe play area in the yard for their young child and to provide a sound buffer for the noise generated from the high volume of truck traffic on Brickyard Road. The Commission asked if the fence could be moved in closer to the home and what types of planting are proposed. Mr. Pogson responded the fence moving the fence closer to the house in front of the berm will minimize the reduction in noise. The plan is to plant some sort of evergreen. There was further discussion about planting, the overall height and location of the berm and fence. The Commission expressed general concern with the overall height.

Upon a motion made and seconded (Doeg/Donald) it was

VOTED: 2 in favor (Doeg, Grabulis) to 4 opposed to grant the fence exception to install 6 foot stockade fence in required yard along a street at 270 Brickyard Road with the following conditions:

1. The property owners shall work with the Town Planner on a plan to install additional landscaping on the road side of the fence;
2. The property owner shall remove dead and dying trees and brush on the road side of the fence must be removed; and
3. The “good” side of the fence must face the street.

The motion failed and the request was denied.

Commissioners voting in opposition expressed concern with the overall height of having a six foot fence on top of a four foot berm.

Wilson Development – Bridgehampton Crossing

Accept special permit application for blasting related to new home construction on Bridgehampton Crossing, Newcastle Place and Dunstable Close, R40C zone (recommend Public Hearing April 23, 2018).

Upon a motion made and seconded (Doeg/Donald) it was unanimously

VOTED: To accept the Wilson Development application for special permit for blasting related to new home construction on Bridgehampton Crossing, Newcastle Place and Dunstable Close, R40C zone and schedule a public hearing for April 23, 2018.

St. Patrick Church Society of Farmington – 110 Main Street

Accept application for special permit and site plan approval for addition to church and parking lot at 110 Main Street, R20 zone (recommend Public Hearing April 23, 2018).

Upon a motion made and seconded (Doeg/Donald) it was unanimously

VOTED: To accept the St. Patrick Church Society of Farmington application for application for special permit and site plan approval for addition to church and parking lot at 110 Main Street, R20 zone and schedule a public hearing for April 23, 2018.

PUBLIC HEARING

Kristina Muszynski – 15 Lincoln Street

Special permit application for home business (dog grooming) at 15 Lincoln Street, R9LG zone. Ms. Muszynski would like to operate a small dog grooming business out of her home. She said should only take care of one dog at a time by appointment only and has room for several vehicles in her driveway for off street parking for drop off and pick up. She plans to operate the business four to five days per week and will not have employees. When asked for her hours of operation Ms. Muszynski responded approximately 8 a.m. to 5 p.m. Monday through Friday and Saturday if needed. The Commission asked if the applicant would be amenable to a condition that there

are no more than two dogs on the premises at a time related to the operation of the business. Ms. Muszynski agreed.

Garrett McCurdy, 17 Lincoln Street, spoke in favor of the proposed home business.

Diane Walzcok represented the owner of 3 Lincoln Street whose only concern is with people parking in the street. Asked about signage outside of the home. Town Planner Warner commented a residential parcel is permitted to have one sign no larger than two square feet. Ms. Muszynski said she will likely have a small sign near her front entry. They will need to submit a sign application for review and approval.

Grace Karolczyk, 11 Lincoln Street, spoke in opposition to the application expressing concern with the proximity of the bedroom side of her house and the proposed use and with noise citing she has three small dogs that bark when they hear noise outside.

A woman who lives on Lincoln Street that did not provide her name or street number spoke in opposition to the application.

Chair Brenneman asked if the applicant was aware that two letters were submitted for the record expressing concern with noise and parking in the street. Ms. Muszynski responded yes.

The Commission asked if the applicant was amendable to trying the home business for one year. Ms. Muszynski responded yes.

The public hearing closed at 7:43 p.m.

Upon a motion made and seconded (Doeg/Donald) it was

VOTED: 5 in favor to 1 opposed (Brenneman) to approve the Kristina Muszynski application for special permit for home business (dog grooming) at 15 Lincoln Street, R9LG zone as presented and on file in the Planning Office with the following conditions:

1. The hours of operation are limited to 8 a.m. to 5 p.m. weekdays and 9 a.m. to 5 p.m. Saturdays. No Sunday hours are permitted;
2. No more than two dogs shall be on the premises related to the operation of the grooming business at one time;
3. No on-street parking is permitted;
4. The special permit shall be reviewed for renewal in one year from the opening of the business (no more than six months from this approval);
5. A sign application is required for review by this Commission prior to installation of a sign (maximum of two square feet); and
6. The operator of the business shall be the only employee.

PLANNER'S REPORT

Valley Press - Legal Notices

The Valley Press is reducing the frequency of publication beginning in May 2018 which means the Town will need to go back to using the Courant for publication of legal notices. The move to use the

Valley Press was a cost savings but the new timing of publication will no longer allow our office to meet statutory notice requirements so the move back to the Courant is unavoidable.

Architectural Design Review

Town Planner Warner provided the membership with a draft amendments and definition for an Architectural Design Review Committee for their consideration. Any changes will require a public hearing at some point in the future. Chair Brenneman suggested the Commission read through the material and come back with comments at the next meeting.

MINUTES

March 26, 2018 Meeting Minutes

Upon a motion made and seconded (Donald/Doeg) it was unanimously

VOTED: To approve the minutes of the March 26, 2018 meeting.

The meeting adjourned at 8:30 p.m.

SJM

DRAFT