

**TOWN OF POMFRET  
PLANNING AND ZONING COMMISSION  
REGULAR MEETING MINUTES  
MONDAY, OCTOBER 26, 2015, AT 7:00 PM  
POMFRET SENIOR CENTER**

**I. Regular Meeting**

**A. Roll Call- Present:** W. Hinchman, P. Allegretti, R. DiBonaventura, R. Wishart; Staff: R. Brais, and J. Rabbitt. **Absent:** E. Pohlman, A. Benway, B. Champany, K. Bergendahl, and A. Amaral.

**B. Items to add to the agenda** – Notice of release of caveat RLB/PAC LLC, Map 29, Block B, Lot 2-4 (fee in lieu of open space paid). W. Hinchman made a motion to add this item to the agenda. It was seconded by P. Allegretti and approved.

**C. Current Business**

1. Approve minutes of meeting on September 28, 2015. R. DiBonaventura made the motion to approve as submitted. It was seconded by R. Wishart and approved.

**D. Pending Applications(s)**

1. **Christine Baird, 151 Mashamoquet Road**, special permit for professional offices and living space for owner. W. Hinchman said he saw the file folder and it is incomplete. We need information from District 2 regarding the driveway and there were no plans with the application. C. Baird was present and submitted the CRR cards for the file. She stated she bought the former Feather Hill B&B to have professional offices and living space. Jamie mentioned that anything that is being said at this meeting tonight needs to be repeated at the Public Hearing. C. Baird said she understood that but she can't be here again in 2-3 weeks for a special hearing. She asked if she could skype or conference call in but Jamie said that a body is needed to ask questions of. C. Baird went over the documents she submitted with the application. She said there was a change of rentable space in the cottage. She asked if her office will be considered a home based business or a rental office. She submitted plans prepared by Killingly Engineering and stated that DOT wants her to put up a stop sign and a stop line. Jamie said he hasn't reached out to District II regarding a written document that no permits will be necessary. There was discussion of how many parking spaces would be necessary. It's under 10 spaces you can have one-way traffic. The Town erred in getting the PH notice published but it can be published within the 65 days allowed and we can hold a special meeting in a couple weeks.

W. Hinchman mentioned that C. Baird also needs to do a waiver request from Section 14. She is also going to have to make choices regarding the criteria for parking spaces. Jamie stated that permits are issued to property and not the owner. C. Baird asked if she sold the property would the permit go with the property and Jamie said yes. Ryan thought she needed to add property lines to the plans and fix the parking spaces (no turnaround there). W. Hinchman mentioned that the regulations contain site plan requirements, but she doesn't need an A2 survey. Jamie said we went over the highlights for this application but it's not an all-inclusive list. He will review the application and compile what's needed. The public hearing notice will run 11/4 and 11/11 and a special meeting will be held on 11/17/15.

## **II. New Business**

### **A. Acceptance of New Application(s)**

1. **LIUNA (NELTA), 37 Deerfield Road**, special permit for construction of new 10,500 sq. ft. office/training building, associated utility structures (generator, HVAC, etc.), and parking are with 25 new spaces. Atty. Brouillard was present for the applicant. He believes the application is in order and complete. This project was originally mentions in 2008 but it is a little different this time. They hope to start the project in the spring. W. Hinchman stated they need to have a public hearing. Jamie said we could possibly hold a public hearing for this application on 11/17/15 with the prior public hearing. W. Hinchman asked the members is they would do 2 public hearings on 11/17/15. He then made a motion to hold a public hearing on 11/17/15. It was seconded by P. Allegretti and approved.

### **B. Citizen's Comments – none**

### **C. Correspondence**

1. ZEO Report – permits  
62 Babbitt Hill Rd.; sunroom  
124 Drown Rd.; temporary trailer  
25 Wrights Crossing Rd.; barn  
88 Wrights Crossing Rd.; CO

Ryan also stated that the new sign at PCS is approximately 32 sq. ft.

2. Complaints -

## **III. Commission Business**

### **A. Citizen's Comments – none**

At this point in the meeting, Jamie mentioned that his schedule is changing where he has to work every Monday until at least 7 pm. He is available to do meetings on the 2<sup>nd</sup> or 3<sup>rd</sup> Wednesday or the 2<sup>nd</sup>, 3<sup>rd</sup>, or 4<sup>th</sup> Thursday of the month. There was discussion as other members had

issues and went over days they would be available. After discussion, it was decided to hold the P&Z meetings on the 3<sup>rd</sup> Wednesday of each month at 7 pm but a location has not been designated at this time. It was decided if we need to hold a December meeting, we will hold it on December 16 and it will be a special meeting.

**IV. Adjournment** – R. DiBonaventura made a motion to adjourn. R. Wishart seconded the motion. The motion was approved.

**Walter realized that we skipped an item on the agenda, and with no public in attendance, Rich retracted his motion to adjourn.**

We went to Section IB – release of caveat for RLB/PAB LLC. Seeing the fee in lieu of open space was paid in full, W. Hinchman thought we should remove the caveat. R. Wishart said so moved. It was seconded by R. DiBonaventura and approved.

**At this point, R. DiBonaventura made a motion to adjourn. It was seconded and approved. The meeting was adjourned at 8:38.**

Respectfully submitted,

Lynn L. Krajewski, Clerk

Date Approved: \_\_\_\_\_