

**TOWN OF POMFRET
PLANNING AND ZONING COMMISSION
REGULAR MEETING MINUTES
MONDAY, APRIL 23, 2012 AT 7:00 PM
POMFRET SENIOR CENTER**

In Attendance: Commission Members Walter Hinchman, Phil Allegretti, Eric Pohlman, Ted Tsanjoures, Richard DiBonaventura, Beverly Champany, and Alternates Kimberly Bergendahl and Christopher Burke; Staff - Ryan Brais, ZEO and James Rabbitt, Town Planner. Absent: Martha Paquette and Alternate Antonio Amaral.

I. Regular Meeting –

A. Current Business

1. Items to add to the agenda
W. Hinchman made a motion to add discussion of a letter from the Windham County 4-H Foundation under Commission Business item B. P. Allegretti seconded the motion and it was approved unanimously.
2. Approve Minutes of Regular Meeting of March 26, 2012 and Special Meeting minutes of April 9, 2012 – the clerk found a small correction and notified the commission. P. Allegretti approved both sets of minutes with the minor amendment to the 3/26 minutes as mentioned by the clerk. R. DiBonaventura seconded the motion and it was approved unanimously.

B. Pending Application(s) – None

II. New Business

A. Acceptance of New Application(s)

1. **The Rectory School, Inc., 528 Pomfret Street**, expand offices for Admissions building, including conference room, two new private offices, reception area, and vestibule. Interior access driveway will be reconfigured and parking areas will be added to the north and south of the Admissions building. No one was present to speak on this application. W. Hinchman said that there will be an addition to the main building at the north end. Architecturally, it will look like the existing building and it will be no closer to the road than the existing building. J. Rabbitt said the primary drop-off point will be moved to the north side. There will be a reconfiguration of the parking area and they will get rid of the circular drive. CME is doing the engineering and Jamie believes that there will be numerous waiver requests. This needs to go to Public Hearing. E. Pohlman asked if the state would be involved with the driveway issues. Jamie said he talked to the state and they won't be involved because there are no curb cuts. Jamie said the new addition will be behind the existing non-conforming line. P. Allegretti asked if the new addition conforms to the regulations. Jamie said not to the state road but the non-conforming was already established and they will maintain the streetscape. There was discussion about parking. P. Allegretti asked Jamie how much the school could expand. Jamie said schools are permitted, as of right, via special permit. He is not aware of a limit to the number of student allowed as there is nothing in the regulations. W. Hinchman said they are going to build a new dorm eventually to get all the students on the west side of the highway and not to increase student numbers.

B. Citizen's Comments – None

C. Correspondence –

1. ZEO Report – R. Brais said that two permits were granted this month. One was the corner of Gary School Road and Longmeadow Road (Ed Brewer) for the addition of a

garage, breezeway, and rear deck. The second permit was for 15 Wrights Crossing Road for a shed. There were no violations this month.

III. **Commission Business**

A. Citizen's Comments – None

B. Discussion – Letter from the Windham County 4-H Foundation, Inc.

W. Hinchman read the letter into record regarding an expansion they wish to do. He said they have an established camp facility and have the right to an expansion of 25% of the existing footprint area. P. Allegretti asked if this falls under existing non-conforming use. Jamie said he spoke with Jan Blanchette and they discussed the 25% expansion. With regards to what is acceptable for a site plan, the commission can't make that decision now. R. DiBonaventura asked if the commission can't give permission ahead of time. Jamie said there is a landscaping issue but they are entitled to the expansion per Section 11 of the regulations. W. Hinchman said he would do a response to them that they will have to make application to the commission but no hearing will be necessary. Jamie said it will be a site plan review. W. Hinchman asked about mapping issues. Jamie said there are provisions under Section 14.5.

C. Plan of Conservation and Development – W. Hinchman said he received a note from Jennifer at the Lebanon Town Hall. She sent him a copy of Lebanon's Plan of Conservation and Development. She made a request that Walter attend their meeting on the April 26th regarding their farm/agricultural issues. Walter commented that is quite a bit of land actually being farmed in Pomfret. P. Allegretti said there are maps in Brooklyn of the areas being farmed. Walter thought it was a reasonable request for him to attend. E. Pohlman said that Lebanon, Franklin and Pomfret all have strong pockets of farming and that Lebanon is a good town to start with. Walter said that he is going to suggest that their new agriculture commission present a model to us, which will save us a lot of work. P. Allegretti thought it was a good idea. E. Pohlman then made mention that he had spoken to Jim Larkin regarding the questionnaire the commission submitted. Jim said the commission spent way too much time on it. He also said that Pomfret was the only town that used the whole commission to complete the questionnaire.

Walter then asked if there were any further questions. He reiterated that our next meeting is on Tuesday, May 29 at 7 PM. On the next agenda, he would like to spend no more than an hour changing text under the Plan and Conservation and Development. It was decided that volunteers would work in a pair regarding each section of the questionnaire. Ryan said that he worked on Plainfield's with a small group of people. P. Allegretti volunteered and said it is just a matter of changing a few words/sentences. E. Pohlman also volunteered. He said that the largest sections to do are 1, 4, and 5. Jamie will start working on demographics. P. Allegretti and E. Pohlman will team up on Sections 1 and 4. W. Hinchman and R. DiBonaventura will team up for the other Sections.

IV. **Adjournment**

Bev Champany made a motion to adjourn the meeting. It was seconded by E. Pohlman and approved unanimously. The meeting adjourned at 7:52 pm.

Respectfully submitted,

Lynn L. Krajewski, Clerk

Date approved _____