

**TOWN OF POMFRET
PLANNING AND ZONING COMMISSION
PUBLIC HEARING/REGULAR MEETING MINUTES
MONDAY, APRIL 27, 2015 AT 7:00 PM
POMFRET SENIOR CENTER**

In Attendance: Commission Members Walter Hinchman, Phil Allegretti, Richard DiBonaventura, Eric Pohlman, Beverly Champany, Artie Benway, and Kim Bergendahl; Staff - James Rabbitt, Town Planner and Ryan Brais, ZEO. **Absent:** Commission Member Martha Paquette and Alternate Antonio Amaral.

Before the Public Hearing opened, the Chairman spoke with Mr. Loiselle and asked if he could table the public hearing until the First Selectman spoke to the commission. Maureen Nicholson spoke to the commission about scenic roads and an ordinance from 1988 that states that once a road has been designated as “scenic”, it shall not be altered, etc. Kings Highway has cost the town a lot of money to keep this dirt road going. There is a need to find a way to upgrade (pave) the road. She asked if everyone would please drive on the road and see how bad it is. She would like to get an approval from the Planning commission to upgrade the road (new gravel is put down every year and it just gets washed out). This item will be added to our next meeting.

I. Public Hearing

- A. **David E. Loiselle, 69 Mashamoquet Road**, special permit applications for an in-law apartment. Mr. Loiselle was present at the meeting. W. Hinchman asked if any of the commission members had any questions for Mr. Loiselle. Jamie read a draft letter dated 4/27/15 regarding the special permit for an in-law apartment. There is still a need to address the waivers requested. Jamie stated that the in-law apartment will be a 528' NW elevation and the only revision he saw need for was the addition of 2 parking spaces, which was duly noted and taken care of. There was a letter from NDDH regarding the 22'x26' in-law apartment. Jamie wrote the draft letter as an approval with 3 conditions. P. Allegretti made a motion to close the public hearing.
- B. Champany seconded the motion and it was approved unanimously.

II. Regular Meeting –

A. Roll Call - done

B. Items to add to the agenda

- 1. **New Application for zone change from First Congregational Church – W.** Hinchman made a motion to move this to Item III A, Acceptance of New Applications. P. Allegretti seconded the motion and it was approved unanimously.

C. Current Business

- 1. **Approve minutes of meeting on March 23, 2015 – W.** Hinchman made a motion to approve the minutes as submitted. R. DiBonaventura seconded the motion and it was approved unanimously. There were 2 abstentions.

D. Pending Application(s)

- 1. **David E. Loiselle, 69 Mashamoquet Road**, special permit application for an in-law apartment. Need to go over the request for waivers. P. Allegretti made a motion to approve the waivers. R. DiBonaventura seconded the motion and it

was approved unanimously. P. Allegretti then made a motion to approve the special permit application of David E. Loiselle, 69 Mashamoquet Road, with the following conditions: 1) the applicant shall pay all costs associated with the review and process of their application; 2) a standard notice, approved by the Town Attorney, shall be filed on the land records of the Town stating that the property contains an in-law apartment or caretaker apartment and that it is not approved for use as a two-family dwelling; and, 3) installed 20' x 20' parking/turnaround are with ¾" processed trap-rock mix (¾" trap-rock down to stone dust), as shown on sketch plan. R. DiBonaventura seconded the motion and it was approved unanimously.

2. **Brian MacKenzie/Iryna Izotova, 757 Wrights Crossing Road, Class I Home Occupation for bread bakery.** The applicant was not present and no letter has been received from NDDH. This was continued until our next meeting.

III. New Business

A. Acceptance of New Application(s)

1. **First Congregational Church, 13 Church Road, zone change.** Bruce Woodis from KWP spoke for the application. There are plans to rebuild the church. There is a need for reconfiguration of parcels from Pomfret Street Residential to Pomfret Street Residential Village District (PSR to PSRVD). He showed the commission an overview of what is proposed for the zone change. Jamie then stated that there are two applications necessary for this issue and both need to have public hearings. One is a map amendment for a new zone classification and the other is a text amendment. B. Woodis asked if the two public hearings could be held simultaneously. Jamie said we usually do the map first and then the text amendment. B. Woodis asked that if the other application for the text amendment was submitted the day after this meeting, could we do both public hearings together at the next meeting on May 27th? W. Hinchman said he will schedule the public hearing for the zone change. The Chairman has the ability to add another public hearing if the application is received and complete.

B. Citizen's Comments – none

C. Correspondence –

1. **ZEO Report** – 3 permits were issued:
90 Gary School Road – shed
101 Fire Tower Road – screened deck
171 chard Hill Road - carport

2. Complaints/Violations:

II. Commission Business

A. Citizen's Comments – none

- #### **B. Information regarding outstanding applications/fees from Town Treasurer.** W. Hinchman read the letter from the Town Treasurer regarding these accounts. R. DiBonaventura thought we should send letters as reminders to the people with fees due to the Town. As far as the refunds are concerned, Jamie will make sure all final billings are in so we can release the funds.

- #### **C. Plan of Conservation and Development –** a section of the updated POCD was handed out at the last meeting. Jamie had a new handout and went over what was presented. There are some charts that are awaiting updated data. Walter is

working on sustainability. The on-line survey was closed on April 24, 2015. Jamie said there was an 8-9% response. He will work on crunching the survey results. Walter thought we should schedule a time to present the results of the survey to the public. Rich asked if we could just post the results. Jamie said it is a good idea to have a workshop. Phil thought we should post results and wait until more of the POCD is done and then schedule a meeting. Walter said he would favor holding a meeting that is publicly announced. Phil then said he likes the idea of giving out the results of the survey. Jamie said we should hold a structured gathering and do an exercise, go over survey results, and then take a small break to punch in numbers to calculate the result of the exercise done at the beginning of the gathering. It was decided that the 20th of May would be the date for the workshop.

IV. Adjournment

- B. Champany made a motion to adjourn the meeting. A. Benway seconded the motion. The meeting adjourned at 9:00 pm.

Respectfully submitted,

Lynn L. Krajewski, Clerk

Date approved _____