

Chaplin Planning and Zoning Commission
Regular Meeting Minutes
June 9, 2016
Chaplin Town Hall
495 Phoenixville Road, Chaplin, CT

Chairman Doug Dubitsky called the meeting to order at 7:09 PM

Members present were Chairman Doug Dubitsky, Helen Weingart, Randy Godaire, Eric Beer, Dave Garceau and Alan Burdick. Alternate Member present was Brandon Cameron. Also present was Zoning Enforcement Officer Jay Gigliotti

Member Absent was Vice-Chairman Peter Fiasconaro. Alternate Members absent were Bill Ireland and Ken Fortier.

Seat Alternates:

Chairman Dubitsky seated Brandon Cameron for Peter Fiasconaro

Approval Meeting Minutes:

May 12, 2016 Public Hearing Meeting Minutes:

Amendments to the 5/12/16 Public Hearing Meeting Minutes:

- First Page, Under the heading "**PUBLIC HEARING**", second paragraph, second line shall be changed to read "... legal notice was published twice The Chronicle newspaper..."
- Second Page, fourth line down shall be changed to read "...funeral and/or cremation products..."
- Second Page, fourth line down shall be changed to read "... products. He detailed the..."
- Second Page, seventh line down shall be changed to read "... Willimantic Road location relevant to noise..."

Helen Weingart motioned to approve the May 12, 2016 Public Hearing Meeting Minutes as amended, seconded by Eric Beer. Randy Godaire and Alan Burdick abstained. All other members voted in Favor. Motion Carried.

May 12, Regular Meeting Minutes:

Amendments to the 5/12/16 Regular Meeting Minutes:

- First page, the first line shall be changed to read "... the meeting to order at 7:19 PM"
- First Page, the second line shall be changed to read "... Vice-Chairman Peter Fiasconaro, Helen Weingart..."
- First page, the second into the third line down shall be changed to read "... Helen Weingart, Eric Beer and Dave Garceau. Alternate Members present were Ken Fortier and..."
- First page, the second line under the heading "**Approval of April 14, 2016 Meeting Minutes:**" shall be changed to read "...as written, seconded by Helen..."
- First page, the fifth line down shall be changed to read "...Members absent were Alan Burdick and Randy..."
- Page Five (5), under the heading "184 Palmer Road", the second line down shall be changed to read "...owner since the ZEO had sent..."
- Page Six (6), the fifth line down shall be changed to read "... needed from the PZC in order to commence the..."

Eric Beer motioned to approve the May 12, 2016 Regular Meeting Minutes as amended, seconded by Dave Garceau. Randy Godaire and Alan Burdick abstained. All other members voted in Favor. Motion Carried.

Chairman Dubitsky asked the commission members for a motion to add two (2) items to the agenda; first, under "Old Business" Item A. " Discussion of the existing Zoning Map for public display; and second, under "Old Business" Item B. "Discussion of the separate Business Zone located at the North lend of Route 6".

So moved by Eric Beer, seconded by Dave Garceau. All Members voted in Favor. Motion Carried

Citizens Having New Business: None

Old Business:

A. Discussion of the existing Zoning Map for Public Display:

Chairman Dubitsky explained the official zoning map, signed by the Chairman of the PZC, is located within the Town Clerk's Vault, displayed on the side of a file cabinet, directly in front of the entrance into the vault. Up until recently, a zoning map was hung on the wall in the Town Hall lobby, directly next to the photocopier. This version of the zoning map was not signed by the PZC Chairman, but was consistently utilized by the public when inquiring about the Town's Zoning Districts.

Recently, Chairman Dubitsky and PZC Staff, conducted a comparative assessment between the zoning map on display in the lobby and the signed zoning map located in the Clerk's vault. The result of the comparison revealed numerous inconsistencies between the official, signed zoning map in the vault and the version on display in the lobby. Immediately after learning the zoning map in the lobby was incorrect, PZC Staff removed the map from the wall. Chairman Dubitsky had an enlarged copy of the official zoning map from the vault made and is now located in the place of the previous map in the lobby. The enlarged copy is an exact replica of the official map, however, due to the enlargement, the new map does not accurately scale. The words "Not to Scale" was wrote on the map to ensure there is no confusion.

B. Discussion of the separate Business Zone, located at the North End of Route 6:

Chairman Dubitsky explained there is an existing "Business Zoning District" located at the North End of Route 6, against the Chaplin/Hampton Town line. This Business District is not contiguous with from the primary Business District, located along the southern portion of Route 6. Chairman Dubitsky took the new, enlarged copy of the official zoning map off of the lobby wall and utilized it to indicate to all of the commission members the location of the of the separate Business Zoning District. In addition to being completely separate from the primary Business Zoning District, this segregated Business District also is not encompassed by the "Corridor Overlay" zone, like the primary Business Zoning District.

Chairman Dubitsky further explained that it was his recollection the separate Business Zoning District at the northern end of Route 6 was meant to be removed. Other PZC members agreed and it was the consensus of the commission that this zone was meant to be removed. Chairman Dubitsky explained that he had asked the Zoning Agent to attempt to verify the official vote of the PZC to remove this zone. Unfortunately, PZC Staff was not able to locate any discussion or evidence verifying a vote by the PZC to remove this zone from the official zoning map. In addition, PZC Staff was unable to locate any evidence of the establishment of this zone either.

Discussion followed regarding how this Business Zone at the north end of Route 6 was originally located in this position, why it was placed there, when it was placed there and who was the Chairman of the PZC at the time. Jay Gigliotti indicated the Town Clerk had sent out a 10 year period of PZC Minutes to be scanned and located in an official minute book. At the time during the majority of his research into this zone, these minutes were out at the vendors getting scanned. Now that this ten (10) year period of minutes is now back in the vault, he shall again conduct research to see if any evidence or discussion of this zoning district could be found.

Chairman Dubitsky explained with the commission's work on the regulation revisions, the pzc needs to get this situation cleaned up and figured out. The commission also must be sure that the zoning district was created and adopted legally.

The commission decided that the situation did not yet require emergency action and the item shall be placed on the agenda for the discussion again at the July meeting. In the interim, the PZC members shall think about whether they would like to keep or remove this zone in its currently displayed location and PZC Staff shall continue to conduct research to determine how, when and why this district ended up where it is.

New Business

A. Discussion and Possible Action on the next steps to complete the revisions to the Town Ordinances as discussed during the 5/12/16 PZC Meeting

Chairman Dubitsky sent an email to First Selectman Cunningham, summarizing the commission's discussions and recommendations of the town ordinances during the 5/12/16 PZC meeting. The email requested the BOS conduct a review of the PZC's recommendations.

Chairman Dubitsky explained he developed his summary based off the notes he had taken during the PZC's May discussions of the Town Ordinances. He then asked the commission to look over his email to the First Selectman and let him know if there was anything he had missed from the commission's discussion, as he could easily send an amendment to his original email.

Discussion followed regarding the Historic District Commission, the building within the Historic District and the process for the BOS to revise or amend any of the Town's Ordinances.

C. Discussion and Possible Action on Revisions to the Chaplin Zoning Regulations

For the past few years, the PZC has been discussing revisions to a number of sections in the zoning regulations which are consistently causing problems for applicants and other Chaplin residents. Chairman Dubitsky explained he has kept a list of comments/complaints & suggested revisions to the regulations, identified from past & present First Selectmen, commission members, Planning & Zoning Staff members and the general public. He has also been working on a draft where he has placed the comments and/or suggestions that he has received and placing them in the appropriate sections.

Before getting too far, Chairman Dubitsky explained he would like to get the suggestions for revisions from the commission members. He asked for the commission to take a month to go through the regulations and see if there are glaring issues which should be addressed. The current 2010 POCD provides the commission with directives for revisions and while looking over the regulations for revisions, the POCD should be referenced.

Discussion followed several specific sections of the current regulations which appears to be constant problem

D. Discussion and Possible Action on the Grange Property Status- The Property vs. The Historic District Overlay vs. MAROD

The Grange Hall Property, located at 350 Phoenixville Road, was previously owned by the Town and used as a meeting hall.

In 2011, the Planning & Zoning Commission developed and implemented a new zoning district overlay zone, entitled Municipal Adaptive Reuse Overlay District or "MAROD" (Sec. 5.11). The purpose of this overlay zone was to allow for the conversion & redevelopment of municipal buildings and properties.

At the time the MAROD was adopted, the Grange Hall was one (1) of the eleven (11) properties in the district.

In 2014, the Town sold the grange hall property to private party. Sec. 5.11.C states as soon as any of the MAROD properties is sold to anyone other than the Town, the property shall revert to the underlying zoning districts.

Discussion followed about how the Grange Hall Property is no longer part of the overlay zone and how to effectively remove it from the MAROD section of the regulations.

Eric Beer motioned to remove the Grange Hall Property from the MAROD as indicated in Sec. 5.11 of the Zoning Regulations. Seconded by Alan Burdick. All Members voted in Favor. Motion Carried

E. Discussion and Possible Action to commence the statutory process to officially adopt and implement the revised "Accessory Apartments", sec. 5.2.A.10.(a-g), of the Chaplin Zoning Regulations

Chairman Dubitsky explained to the commission that the Accessory Apartments section of the zoning regulations has been revised, discussed and approved by the commission. Discussion followed regarding the process to amend the regulations to implement this revised section. PZC Staff shall review the requirement to amend the regulations and provide a timing schedule for the public hearing at the July Meeting.

Correspondence: None

Report of the Zoning Officer:

PZC Staff discussed his ZEO Report with the commission

Adjournment:

Motion Made by Eric Beer to adjourn the 6.9.16 PZC Meeting. Seconded by Dave Garceau. All Members Voted In Favor. Motion Carried.

Chairman Dubitsky adjourned the 6.9.16 PZC Meeting at 9:03pm

Respectively Submitted,

Jay Gigliotti