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Town of Colebrook  
Planning and Zoning Commission  
November 19, 2018 Colebrook Town Hall  
6:30 pm Regular Meeting

COLEBROOK TOWN CLERK

Minutes

Present: Regular members Chairman Ed Lord, Ed Allen, Chuck Buchanan, Jim Bickford, along with alternate Marty Neal. Absent was Jim Millar and alternate Jane Vasaturo. ZEO Michael Halloran and Land use Attorney David Cusick sat at the table also.

Chairman Ed Lord called the meeting to order at 6:33 and a quorum was established with Marty sitting for Jim M.

Discussion of the schedule of meetings for 2019 was unanimously added to the agenda under new business.

Michael asked that A. and B. under new business be switched on the agenda, with B. discussed first. There was no opposition to this and the motion to change was unanimous.

Approval of Minutes:

Minutes from October 15, 2018 regular meeting were presented. Jim B. made a motion, seconded by Ed A., to approve minutes. The vote to approve was four votes for approval with one abstention, Marty was not at the meeting.

Minutes from the November 5, 2018 special meeting were presented and Marty made a motion, seconded by Jim. To approve minutes. The vote to approve was four votes with Chuck abstaining as he was not in attendance.

New Business:

An application, #18-020 was presented to the Commission from John Auclair, 204 Stillman Hill Rd. for a modification to a special exception for a farm brewery. The application includes six requests for changes from the original approval in 2017. The Commission asked that John submit a narrative discussing changes that had been done since the approval. Chuck made a motion, seconded by Ed A., to accept the application with added narrative, for a modification of a special exception of a farm brewery. It was decided to hold a special meeting on Monday November 26, to review the narrative that John would be sending us. The motion to accept was

unanimous and a public hearing was scheduled for Monday December 10<sup>th</sup>, 2018 at 6:30 pm at the Town Hall.

The next agenda item was continued discussion of 337 Colebrook River Rd. regarding regulating the closeout of the existing gravel operation. ZEO reported that nothing has been heard from the owners or Attorney for property as Wetlands has yet to make a decision on two permit applications pending. The questions P&Z has is how will they regulate after Wetlands has made their decisions, and after remediation, how would it go on record that 337 Colebrook River Rd. would cease operations of that parcel. P&Z would also like to meet with Town Engineer to explain the remediation process with the Commission. Once the decision is made with Wetlands, the Commission will continue discussion.

There was next discussion regarding zoning regulation updates. Glenn Chalder of Planimetrics submitted a proposal to update the zoning regulations, which included a scope of work and a conceptual schedule. Questions came up regarding needed approval from Board of Finance before hiring Planimetrics?

Jim B. made a motion seconded by Ed A. to approve the 2019 schedule of meetings for the second Monday of every month except for October and November which would be the third Monday of those months. The motion to approve was unanimous.

Bills and Correspondence:

Items on the agenda were reviewed.

ZEO report:

Reviewed items on the agenda.

There being no other business, a motion by Ed L., seconded by Jim B., to adjourn the meeting was made. The motion was approved unanimously. The meeting was adjourned at 8:19 p.m.

Michael J. Halloran

# Zoning Officers Report 2018

## Permits

### January

18-001 YMCA 6 Prock Hill Rd. Cabin replacement 3.3 special exception use.  
(accepted)(approved)

18-002 YMCA 6 Prock Hill Rd. Staff housing replacement 3.3 special exception use.  
(accepted)(withdrawn)

### February

18-003 Spencer Parent for Exceptional Recovery Services LLC signage 9.12 (Approved)

18-004 YMCA 6 Prock Hill Rd. YMCA of Greater Hartford, Staff Housing addition 3.3 special  
Exception use. (Accepted)

ZBA 18-001A 337 Colebrook River Rd. Appeal of decision from P&Z 1/8/2018  
(Accepted)(Approved)

### March

18-005 204 Stillman Hill Rd. John Auclair 3.9 Accessory Structure (Approved)

18-006 71 Pine Rd. Steven Quinn 3.9 Accessory Structure (Approved)

### April

18-007 593 Colebrook Rd. Gray for Melas-Kyriaza 3.9 Accessory Structure (Approved)

18-008 82 Fritz Rd. Bobriwka Inc. 3.9 Accessory Structures (2) (Approved)

18-009 99 Cobb City Rd. Charles Korz 3.9 Accessory Structures (Approved)

### May

18-010 181 Bunnel St. Frank Warner 3.9 Accessory Structure Porch (Approved)

18-011 106 Pinney St. Michael Gagnon 3.9 Accessory Structure Sunroom (Approved)

18-012 8 Shantry Rd. Rick Berneike for Penny White 3.9 Accessory Structure Garage (Approved)

### June

18-013 258 Smith Hill Rd. Neil Haggard 3.9 Accessory Structure and New Home (Approved)

18-014 150 Winsted Norfolk Rd. Taryn Whitford 5.8 Pool (Approved)

### August

18-015 121 Millbrook Rd. Brian Kilburn 3.9 Accessory structure deck (Approved)

18-016 260 Colebrook River Rd. Jeremy Allen 5.8 pool (Approved)

18-017 165 Stillman Hill Rd. Mark Medara for Cormiers 3.9 accessory structure deck (Approved)

### September

18-018 82 Fritz Rd. Bobriwka inc. addition to Mess Hall 3.9 accessory structure (Approved)

### October

18-019 59 Fritz Rd. JEC Construction for Paul Lytwyn 3.9 Accessory structure (Approved)

### November

18-050 ZBA 109 Rockwell Rd. Michael Underwood seeking variance for section 4.5 (minimum  
lot area.) (Accepted)

## Enforcements and actions

June

Letter to Michael Parent 244D Colebrook River Rd.

Letter to Isabel Bull 114 Riverton Rd.

August

Letter to Michael Parent 244D Colebrook River Rd.

Neil Haggard 258 Smith Hill Rd.

September

Site visit to Michael Parent 244D Colebrook River Rd.