

MIDDLEFIELD PLANNING & ZONING COMMISSION
405 Main Street
Middlefield, Connecticut 06455

Minutes of the May 21, 2018 Regular Meeting

Erin Howard called the meeting to order at 6:32 pm.

Attendance:

Members		Alternates	
X	Boyle, Kevin	X	Wojas, Jan
X	Brown, Jay		
X	Ekblade, Eric	Others	
X	Howard, Erin	X	Colegrove, Geoff
X	Wheeler, Scott	A	Curtis, Brian
		X	Russ, Jerry

A=Absent

X=Present

Public Comment

Sean Hayes, Powder Ridge Mountain Park and Resort, wanted to let the Commission know that he will be in at the next meeting for an informal discussion about adding an additional use. He had prepared a list of the authorized uses for the property as well as a description of the use he is looking for. The participants at sporting events would like the option of staying overnight during their events. They are not looking for global camping, but simply overnight accommodations (tents or campers) for a one- or two-day event.

Erin Howard asked Geoff Colegrove to review this and give the Commission some advice on how to move forward. Mr. Hayes did have an application for a special permit with him this evening and Ms. Howard gave him the option of having the discussion with Mr. Colegrove or submitting the application tonight. Geoff Colegrove thought it might be necessary to do a text amendment to add that as a permitted use, so Ms. Howard suggested Mr. Hayes meet with Mr. Colegrove first.

Robert Burt, Application for Zone Change from IN (general industrial) to HD2 (high-density); 106 Main Street, Rockfall

No one was present on behalf of the applicant.

Geoff Colegrove stated that he had been informed that Mr. Burt had filed an application and he had met with him. He had a map showing what he was proposing to do. It is .16 acres off of Main Street in the IN zone and he would like to use it as a residence. The parcel is surrounded by residential zoning except for the east side which has a strip of IN zone.

Erin Howard asked for confirmation that the application was filed and the Commission would then receive it tonight and schedule a public hearing for the next meeting. The application was not included in the Commission members' packets nor was it emailed. Mr. Colegrove will verify that the application has been received and will let Ms. Howard know so a hearing can be scheduled.

The Commission agreed to table this discussion until later in the meeting.

Donna and Peter Kirkby, Application for Special Permit for Brewery; 48 Meriden Road

Erin Howard explained that this will require a public hearing, but invited the applicants to give a brief overview.

Donna Kirkby explained that they are looking to lease two units at 48 Meriden Road and having a tap room on one side and brew house on the other. It will be approximately 3,000 sq.ft. and the tap room will have approximately eight to 10 tables, with a maximum of 35 people. They hope to be open four to five days a week, from 12:00 to 8:00 PM. They thought that they were just doing a business change and did not realize they would have to go through a public hearing.

Erin Howard explained that the use alone is considered a special permit. She did comment that the Commission is business-friendly and hoped to schedule the public hearing as soon as possible. Peter Kirkby explained that they want to follow the rules and would be willing to have a public hearing, if that's what's necessary. Mr. Colegrove went through the requirements for the public hearing, including installing a sign and notifying abutting property owners. Mr. Colegrove mentioned that there are 39 parking spaces on the site and he understands that there would be four employees present at one time. Scott Wheeler felt that the amount of parking spaces should be the responsibility of the landlord and the Commission would view the parking at the capacity that the building is at now. Mr. Colegrove explained that the four units in front are empty, but seven spaces are allocated to the garage use in back.

Erin Howard asked why the original special permit cannot be amended to increase this use and reallocate the parking based upon that. Mr. Colegrove felt that that would be the Commission's choice. He felt that that may limit the choices for leasing the remaining space. Donna and Peter Kirkby will talk with the property owner.

Scott Wheeler made a motion, seconded by Kevin Boyle, to schedule a public hearing concerning the applicant Donna and Peter Kirkby, application for special permit for brewery, 48 Meriden Road, for June 18, 2018 at 7:00 pm in the Community Center. Motion carried unanimously.

Erin Howard suggested the applicants touch base with Geoff Colegrove and talk with the property owners.

Attorney John Corona then stated that he would be happy to wait to hold the public hearing if the Commission wanted to complete other business beforehand.

Powder Ridge Veterinary Hospital; Text Amendment

James Fasano explained that he does not yet have an application, but did have a proposed text amendment. He removed the number of employees designated and revised the residential portion to “may” live there and “may” be used for residential purposes. He also included 20 percent for lot coverage (total impervious surface including the building and parking). The building is about 5 percent and, with parking, it totals about 13.5 percent now. He was here tonight to see if the Commission had any other suggestions.

Mr. Fasano reviewed that they had no desire to change the building itself, but he wants to get it into compliance before taking title to the property.

Erin Howard felt that it still speaks to a dwelling and asked if maybe changing it to an accessory apartment is allowed would be better. She also asked if it was necessary to include that the clinic shall not exceed 75 percent of the habitable floor area of the dwelling. Ms. Howard also mentioned that the parking and business model should reflect what parking is available. Mr. Fasano stated that the current parking is a little snug, but is adequate.

Geoff Colegrove mentioned the accessory apartment as an option also and Mr. Fasano thought that, because this was in an AG zone, it had to have the dwelling. Ms. Howard stated that some of these issues would be part of the special permit and some would be part of the text amendment. Mr. Colegrove did feel it was important that the structure architecturally fit in with the neighborhood.

Kevin Boyle asked about the handicapped parking and Mr. Fasano explained that that may happen down the road, but it would remain the same for now. Jan Wojas stated that he saw two parking places that would be in compliance if the front door was used. At some point, Mr. Fasano would want to do some work to those two front spaces and give access to the front door. Right now, the staff assists anyone who needs help getting their pets inside.

Erin Howard stated that the existing special permit is not meeting the regulations and the text needs to be changed, but then the applicant would have to come back in to revise the special permit. Mr. Fasano has not seen a special permit for the building. Geoff Colegrove stated that the map has been signed and is on file under a special permit. There had been a zoning regulation change to allow, by special permit, this type of use that is on page 50 of Article IV of the zoning regulations. Ms. Howard explained that as soon as the special permit is amended, they do need to comply with all current zoning regulations, including parking, ADA compliance, etc. Jan Wojas also explained that the entire building would need to be ADA

compliant. Jerry Russ explained that he would have to look into the ADA issues, but interpreted this as the applicant would be looking for a zone text amendment with the same use to keep the property compliant with today's regulations and the existing use. He does not feel the site plan will change.

Mr. Fasano explained that the site plan would not change and the use would not change. It will look the same and operate the same. They just want to make sure they are meeting the zoning regulations and they were concerned about occupying the house and the number of employees. Mr. Colegrove questioned the square footage of the residential area vs. the area of the office. Mr. Fasano explained that it was 2,500 sq.ft. for the house and 1,700 sq.ft. for the veterinary clinic. They are not looking to expand into the house at this time.

Jerry Russ explained that, when they go for financing, the bank will ask if they are in compliance. Ms. Howard asked if he would have to amend the special permit that is currently on the record and Mr. Colegrove felt that the only thing on record is the site plan. Again, Ms. Howard explained that any change to a special permit would require compliance with current zoning regulations. Mr. Colegrove suggested the Commission look back at the original minutes to see what was stated.

Ms. Howard summarized that a text amendment has to happen, so she advised Mr. Fasano to move forward with the text amendment. In the meantime, she asked Geoff Colegrove and Jerry Russ to research the existing special permit. If it remains unclear, they may refer this for a legal opinion. Mr. Fasano reviewed the changes he will propose for the text amendment and Mr. Colegrove also mentioned that gravel areas are considered pervious.

Scott Wheeler asked if the front door was part of the veterinary hospital and Mr. Fasano explained that one front door leads to the veterinary hospital, but the main door leads into the home. He then described some improvements he would like to make to the entrance in the future.

Mr. Colegrove also explained that this text amendment will have to be sent for regional review as it will affect Middletown, Durham and the adjacent region. That will require a 30-day window for review.

Scott Wheeler made a motion, seconded by Kevin Boyle, to suspend the P&Z meeting and move to public hearing at 7:30 pm. Motion carried unanimously.

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Public Hearing

The Lyman Farm; Petition for Zone Change and/or Amendment to Zoning Regulations, Sections 08.14.04 and 08.16.

Geoff Colegrove read the legal notice into the record. Erin Howard pointed out that the members that were seated for the regular meeting have remained the same.

Attorney John Corona, from Lang & Corona, reviewed that the purpose of this request is to amend the regulations to allow agricultural fences at a height not to exceed eight feet. As has previously been explained, Lyman Farm has had problems with animals eating the fruit and the trees and the animals

defecate in the area and leave waste behind. He also mentioned that the public also enters the orchard, removes material from the orchard and damages the property. They would like to erect a wire fence, not exceeding eight feet high, on wooden posts. The corners would be reinforced with metal and gates would be established at various intervals.

Attorney Corona read the proposed text into the record. He has offered a replacement for section 08.14.04 which reads as follows: "Farm land used for pasture, grazing and/or other outdoor keeping of animals shall be enclosed with fencing, walls or other continuous physical barriers reasonably adequate to contain the animals kept within the enclosed area. No such fence, wall or other continuous physical barrier shall exceed six (6) feet in height, exclusive of any portion of a pole or other vertical support device extending above the continuous barrier."

"Farm land used for cultivation of fruits, vegetables, grasses, grains, trees, shrubs, nursery stock or other crops may be fenced to resist animal and/or human entry. No such fencing shall exceed eight and one-half (8-1/2) feet in height, exclusive of any portion of a pole or other vertical support device extending above the continuous barrier portion of the fence. All such fencing shall be constructed of open wire mesh with openings no smaller than 3" affixed to wooden vertical poles and may incorporate wood or metal frame gates covered with open wire mesh and horizontal or angular wood or metal reinforcement at corners or other intermediate locations. All fences installed pursuant to the provisions of this paragraph shall be located outside public highway boundaries unless otherwise permitted by authorities having jurisdiction over such public highway. In the event the location of a highway boundary is uncertain, it shall be presumed that such boundary lies twenty-five (25) feet from the physical centerline of the travelway of the adjacent highway."

"No fence, wall or other continuous physical barrier installed pursuant to this section shall be located so as to interfere with any highway sightline, drainage, public utilities, driveway apron or other highway facilities or improvement. Prior to the installation of any such fence, wall or continuous barrier, a zoning permit shall be obtained from the Zoning Enforcement Officer."

Attorney Corona explained that their second request would be to modify section 08.16 regarding fences to read "Except as provided in Section 08.14.04, the following shall apply to all fences" and continue as currently written.

Attorney Corona provided pictures of deer exclusion fencing that had been installed at Carlson Orchard. He also explained that the Town of Colchester has specific wording in their regulations regarding agriculture and read from those regulations as well as the definition of agriculture taken from the State statutes. Those regulations set a 100-foot height limit except for certain agricultural buildings.

The Town of Guilford has a section in their regulations regarding fences that states that commercial farms are exempt from fencing height requirements when required for protecting crops. He also looked at the New Canaan regulations which state that deer fence may be installed to a height of eight feet. Attorney Corona also provided information about a farm that was unable to continue because of the onslaught of deer. It was found that non-electric fences need to be at least eight feet in height to discourage the deer from jumping them and to keep deer from working a hole in them over time. Deer can easily jump a 10- or 12-foot barrier but usually won't unless they are motivated by hunger or fear.

Attorney Corona also provided information from the Department of Energy and Environmental Protection's website that talks about ways to manage deer. It states that woven wire fences may also be used to keep deer out of an area and cattle fencing or chicken wire fences will work if constructed eight to 10 feet high. Attorney Corona also had an accounting from Rogers Orchards in Southington who has installed this type of fencing. They stated that, after attempting everything under the sun to control the deer population, they started working with River Valley Fencing in 2010 and now have deer exclusion fence protection on a total of about 100 acres and two different fruit tree orchards. They continue to contract River Valley Fencing to provide fencing for additional acreage.

Attorney Corona also provided an article about pest management which usually involves pesticides, herbicides and killing larger animals. It states deer fencing around an orchard which resulted in an increase of 1,000 bushels in apples in the first year alone.

In summary, this amendment is to help eliminate animal waste from the area as much as possible and try to limit as many animals as possible. It is to control the loss of product, both the fruit and the trees, and also to control access by the public.

Geoff Colegrove checked Lichfield's regulations and they either do not regulate it or do allow eight-foot agricultural fences.

The Commission members had no questions, so Erin Howard asked for public comment.

Marianne Corona totally supports what the Lyman Farm is proposing. She had also written to the Inland Wetlands Commission and read her correspondence to that Commission. She would like the IWWC to review these regulations to accommodate the amphibians and reptiles of Connecticut, perhaps suggesting that the fence might be just high enough off the ground to allow their passage. She continued to voice her concerns for amphibians and reptiles and their environment. She suggested possibly allowing a foot off the ground for their passage.

Erin Howard explained that agricultural fencing is not considered a regulated activity for the Inland Wetlands Commission. Mrs. Corona agreed, but hoped that the Commission and Lyman Farm would consider this. She reminded the Commission that the regulations would pertain to all fencing in Middlefield, not just at Lyman Farm. It was mentioned that keeping the fence off the ground would be difficult with the topography of the land.

Attorney Corona explained that they would like the fence to be contiguous with the ground, but understands there is too much change in grade for that to happen. There will be gaps under the fence, but not because they want them there. Attorney Corona reminded everyone that even a foot of space would allow raccoons, opossums and every other small animal to pass underneath the fence.

Jan Wojas stated that the purpose of the fence would be to keep animals out, so there would be no reason to allow some animals in. He also stated that keeping the fence a foot off the ground will affect the structural stability of the fence. Mrs. Corona reminded the Commission again that these regulations would be for fencing all across Middlefield.

Ed Bailey reaffirmed the benefit of agriculture to the community and he felt that this fence proposal is important to the farm community. Mr. Bailey spoke to John Lyman, III and the town's attorney has also been engaged and the fences will be mapped from the existing roads on South Street and Powder Hill Road. They will come to an agreement as to where the fences will be located.

Eric Ekblade asked who would come up with drawings as to where the fencing would be located and lines of sight. Attorney Corona stated that they had filed an application with the Board of Selectmen to set the limits of the roads. He explained that there are no highway markings present now. He also explained that they are the biggest user of the road and would not want to do anything to jeopardize lines of sight. Attorney Corona does not believe there would be drawings.

Ed Bailey stated that they would suggest to Lyman Farm that the Town Engineer review the locations and use appropriate standards for lines of sight.

Jan Wojas suggested using Google Maps which would provide images of the terrain and includes a tool that allows you to measure distance. Mr. Bailey agreed that could very well be the way to go. Mr. Bailey also mentioned that there are probably only a few areas of concern on the property.

Attorney Corona also explained that the plan for this year is to start the rear portion of the fence and the two side portions of the fence, but not the part that will be on Powder Hill Road. He also explained that the fence is reasonably transparent.

Erin Howard asked if Geoff Colegrove or Jerry Russ had any additional questions or concerns. Ed Bailey stated that there will be a complete review once the process has begun, including the Town Engineer and the Fire Department. Attorney Corona also mentioned that they will be talking with the Fire Department regarding access points as well. Ms. Howard suggested that the Fire Department would have had the opportunity to make comments regarding the text amendment at tonight's public hearing. Mr. Colegrove also commented that he did check the Department of Agriculture's regulations and they list that fencing is the most practical option available.

Marianne Corona stated that everyone supports this and supports whatever it takes to keep the Lyman Farm in Middlefield. She would hope they would consider the reptiles and amphibians as they do not destroy crops.

Scott Wheeler made a motion, seconded by Eric Ekblade, to close the public hearing and continue with the P&Z meeting at 8:04 pm. Motion carried unanimously.

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The Lyman Farm; Petition for Zone Change and/or Amendment to Zoning Regulations, Sections 08.14.04 and 08.16

Erin Howard asked if the Board had any comments, questions or concerns on this application. Scott Wheeler felt that the text changes had covered the concerns that were mentioned at previous meetings. Jan Wojas fully supported the amendment as presented and felt that it would not have a negative impact on the look of Middlefield.

Ms. Howard thanked Attorney Corona for the amendment and explained that the Commission is working to be more business-friendly. While she understands the need to protect wildlife, she recognizes that the purpose of a fence is to create barriers. She also explained that a one-foot height restriction would need to be applied to fences all across town which she doesn't feel would be appropriate.

Scott Wheeler made a motion, seconded by Kevin Boyle, to approve the petition submitted by The Lyman Farm; Petition for Zone Change and/or Amendment to Zoning Regulations, Sections 08.14.04 and 08.16.01 and .02. Motion carried unanimously.

Scott Wheeler then made a motion, seconded by Kevin Boyle to amend the above motion to include an effective date of June 15, 2018. Motion carried unanimously.

Robert Burt, Application for Zone Change from IN (general industrial) to HD2 (high-density), 106 Main Street, Rockfall

Jerry Russ reported that he has not seen an application from the property owner. Mr. Burt was going to provide an A2 survey to show the actual size of the lot. He last spoke with him on Friday morning and they have not yet received an application.

Erin Howard then summarized that no action will be taken as there has been no application filed.

Update on Xenelis Properties

Geoff Colegrove explained that he met with Laura Francis and Ed Bailey about the property which abuts the DMIAAB site. He also had a conversation with Dom DeVecchio, chairman of DMIAAB, and has a site walk scheduled for Thursday at 3:00 pm. The general inclination is now that it would not be advisable for DMIAAB to give up the site for a detention basin because of future options that might come along to satisfy requirements from DEEP in terms of recycling and other activities. Mr. Colegrove will review the detention basin plans with Mr. DeVecchio and there is also a meeting scheduled for the last Thursday of the month between both Boards of Selectmen and DMIAAB when they will make a final decision. As of now, Mr. Colegrove does not believe that the property will be offered for the detention basin.

Geoff Colegrove then reviewed that the options would be either on-site detention, the leasing issue or trying to put a retention basin on the Pogmore property. Ed Bailey agreed that he did not believe the property would be available for the detention basin and, once a decision has been made, they will see if Mr. Xenelis is interested in doing something on the Pogmore property. Mr. Bailey has heard differences of opinion on that possibility, but has no firm opinion on that as of now.

Erin Howard asked what the feel of the Board of Selectmen is about leasing town property. Ed Bailey stated that he has only briefly discussed the issue with Town Counsel. Ms. Howard was looking to find creative ways to keep businesses in town, but also realizes they have not been in compliance. She feels like the conversation about leasing that particular piece of property has been on the table for quite some time. Ed Bailey felt there were two issues there, one with Xenelis and one with Monarca.

Geoff Colegrove also commented that a practical immediate use for the site would be as additional access to the site. Mr. Colegrove has spoken to Mr. Xenelis' engineer and he understands that this is not a high probability at this point. He did mention the Pogmore property as an alternative, however that would be a wetland. Erin Howard asked Mr. Colegrove to work with Mr. Xenelis to see which other scenario may be viable and Mr. Colegrove felt that the issue would fall back to Ed Bailey to deal with the leasing possibility. Ms. Howard suggested waiting a couple of months to get an update.

Ross Farms Estates Bond Reduction

No one was present on behalf of the applicant, but a letter had been received about reducing the bond. Kevin Boyle stated that he spoke with Mr. Lovley who agreed that he would install concrete curbing. Geoff Colegrove stated that he checked the minutes and the vote took place on November 12, 2014 and Mr. Lovley and Attorney Corona also were at the meeting in January, but there was no mention of concrete curbing in the minutes. Geoff Colegrove does not remember Mr. Lovley agreeing to concrete curbing and he asked Brian Curtis to see if he would be willing to do that and Mr. Curtis stated that he checked the conditions of approval and they were met. Kevin Boyle asked to have Mark Lovley come before the Commission if he'd like to have the bond reduced. Mr. Colegrove felt that the Commission could not require him to do something now and Mr. Boyle wanted to know why Mr. Colegrove was defending him. Mr. Colegrove explained that the Town follows the rules and doesn't make up rules afterwards. He explained that concrete curbing is not part of the Town's requirements and Public Works would prefer Cape Cod curbs.

Erin Howard also recalled Mr. Lovley agreeing to that at a meeting and Mr. Wheeler also concurred. Ms. Howard understands that what has been filed is what has been filed and the Commission cannot ask them to do anything more than that. Scott Wheeler had a copy of the conditions of the approval. Mr. Boyle stated that Mr. Lovley must have come to the meeting after the vote was taken and he remembers telling him that he knew it wasn't one of the conditions, but it was something the Commission was looking for. Scott Wheeler confirmed that it was not part of the final motion. Mr. Colegrove stated that Attorney Corona came to the January, 2015 meeting asking for a 90-day extension and Mr. Boyle stated that Mr. Lovley had attended and gave his word.

Scott Wheeler looked back through his records to find any other discussion with Mr. Lovley about the curbing while Mr. Colegrove continued to explain that the bond estimate was \$400,000 which he posted with a letter of credit. That was reduced down to \$130,000 after the basic work was done and he is now recommending that the remaining work on the site is about \$32,000. Mr. Boyle stated that he would not necessarily have a problem voting for a bond reduction, but asked if the Town Engineer has verified that. Mr. Colegrove stated that the Town Engineer has verified it and has a checklist of the original bond estimate. Erin Howard stated that she had opened that letter, but didn't know where it was at the moment. The bond reduction recommended was from \$130,000 to \$32,000.

Erin Howard suggested that the Commission needs to be more cognizant of these things prior to approvals and also make sure that if something is intended to be done during a discussion, that it is followed up on prior to the mylar being filed. If the question here is him agreeing to do concrete curbing after the fact, she doesn't know if the Commission can legally do anything about it. Kevin Boyle agreed, but asked that the Commission reach out to Mr. Lovley and ask him if he is willing to do it and keep his word. If not, Mr. Boyle realizes there is nothing the Commission can do about it. Mr. Boyle does not

necessarily need Mr. Lovley to attend a meeting and agreed that he could convey his answer through staff.

Jerry Russ volunteered to send an email if there is a basis for the request and Geoff Colegrove stated that he looked through the minutes and could not find anything nor could he find December minutes. Mr. Wheeler stated that there was a brief meeting in December, but nothing was mentioned about Mr. Lovley. Mr. Colegrove stated that Nancy may have a recording.

Kevin Boyle then asked if there was something from the Town Engineer that supports what the developer is looking to reduce the bond down to. Jerry Russ stated that he has the file on his desk.

Erin Howard recommended the Commission move forward regarding the bond reduction itself, however she does think the Commission needs to figure out what was said and when it was said. Ms. Howard and Mr. Boyle both felt that the itemization letter should have been included in their packet. Ms. Howard did have the letter at the last meeting and handed the only copy to staff. She felt that it was important that supporting documentation be included in the agenda packets. Kevin Boyle felt that none of the Commission members have seen the Town Engineer's report or the itemization letter. He would be willing to vote for it, but felt that staff needs to arm the Commission with the tools with which to do their job and make decisions.

Ms. Howard explained that she is trying to make the process better and she is still trying to figure out exactly who is responsible for doing what. There is a Town Planner, a Zoning Enforcement Officer, Nancy in the Land Use office who is amazing and Deb who is also amazing, but in two completely different locations. Applications come into the Land Use office and then the agenda is compiled through conversation with Geoff Colegrove and Jerry Russ who have called Ms. Howard. The Commissioners receive whatever Deb has in their packets. Everything should be included in the agenda packets and she has asked that even staff comments are included in the packets.

Geoff Colegrove will get a copy of the itemization letter and the Commission decided to table the issue until next month.

Scott Wheeler made a motion, seconded by Jay Brown, to table the Ross Farm Estates bond reduction topic and reschedule for the June 18, 2018 meeting. Motion carried unanimously.

RFQ for Consultant; Zoning Regulations Review and Update

Erin Howard reviewed that the Commission had made a motion for Kevin Boyle and Erin Howard to prepare an RFQ for a consultant. Geoff Colegrove had no recommended changes and felt it was perfectly workable. Ms. Howard explained that it really is an RFQ/RFP and asked what the next step would be. Jerry Russ explained that the River COG has tools to help rewrite regulations and they have staff available for recommendations.

Ms. Howard explained that the Commission is trying to use some remaining funds from this fiscal year's budget coupled with money that was put aside next year for a comprehensive rewrite. A contract needs to be in place by the end of June in order to encumber this year's funds. She would like to get the proposal out, do interviews in the third week of June and sign a contract before the end of June so that the funds

can be encumbered. Mr. Colegrove suggested she speak with Al Rusilowicz to follow the Town's policies on RFQs. Ms. Howard stated that she will call Ed Bailey to get specifics. She also mentioned that there are some Economic Development funds that they may be able to tap into, but she was hoping not to do that.

Ms. Howard also thanked Jerry Russ for helping to defend the P&Z budget at the Board of Finance meeting and stated that both he and Geoff Colegrove have been amazing. She will finalize the draft of the RFQ and send a copy to all of the Board members.

Report of the ZEO

Jerry Russ reported that he had signed a zoning permit for a house to be constructed at 55 Lake Road, but a neighbor has appealed that decision. They have met all the requirements, but the neighbor has a dispute because the neighbor had a number of conditions that he was restricted to that don't apply to this new applicant.

The last couple of homes at Ross Farm Estates have been permitted and Mr. Russ checked with Brian Curtis to make sure all site requirements have been met and resolved. The last house has also been permitted at Lakeview Estates and Mr. Russ has requested Mr. Curtis' assistance there as well.

Mr. Russ has had discussions with the applicant for the veterinary hospital and they are looking to close by the end of August, if possible. He had not expected him to be at the meeting tonight, but Mr. Colegrove did ask him to bring the application with him tonight. Ms. Howard explained that she is hoping that Mr. Russ and Mr. Colegrove will work with applicants ahead of time so that no one's time is wasted.

There was then discussion about when the Town's books are closed and when carryovers are done. Mr. Russ feels that there is not enough time to expend the funds before June 30th.

Mr. Russ reported that the sign is gone from Baileyville Road, but he also stated that sign violations are not getting the attention that they probably should due to his schedule. He asked Middlefield Federated Church to move their new sign. He has also spoken to DaVinci Pizza, Trackside Deli and has addressed the flashing sign at the beauty shop. Mr. Russ explained that he is just making friendly calls at this point, not a notice of violation. He just does not have the time to chase down the signs.

Kevin Boyle asked about the electronic sign at Victory Church and Mr. Colegrove explained that that had been approved. Mr. Russ explained that it was approved to have not less than 30 second advertisements. He also reported that they have an inquiry in to remove the sign that's on the face of the building (facing Route 66) and replace it with an internally-lit sign. The size of the sign is within the regulations, but he is not sure about the illumination. Mr. Colegrove explained that there is no prohibition against internally-lit signs.

Jerry Russ also reviewed the zone change proposed by Robert Burt which is the property behind Trackside Deli. He was thinking of calling Dick Boynton, who owns the property next door, to talk to him about incorporating his property into the zone change.

Kevin Boyle asked about the Cihocki property and Mr. Russ stated that there has been activity there and it looks like they are cleaning things up, but slowly.

Erin Howard also stated that she and Mr. Russ had spoken about going after the most blatant offenders of the sign regulations and then maybe doing a sweep once or twice a year.

Report of the Town Planner

Geoff Colegrove had nothing further to report.

Chairman's Report

Erin Howard reported that the workshop was very successful, however only two members of this commission attended. Mr. Colegrove had the slides available if anyone wanted to see them. Several members suggested that he email them to the Commission.

Miscellaneous

None.

Approval of Minutes - April 16, 2018 Meeting

Scott Wheeler made a motion, seconded by Kevin Boyle, to approve the minutes from the April 16, 19, 2018 meeting, as submitted. Motion carried unanimously.

Adjournment

A motion was made by Scott Wheeler, seconded by Kevin Boyle, to adjourn the meeting. Motion carried unanimously. The meeting was adjourned at 9:09 pm.

Respectfully submitted,

Debi Waz

Debi Waz
Alwaz First