

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

Minutes of the July 8, 2020 Special Meeting

Jan Wojas, called the meeting to order at 6:35 PM.

Attendance:

Members		Alternates	
X	Brown, Jay	X	Warner, Bill
X	Ekblade, Eric		
A	Hinsch, Ken		
X	Pizzo, Paul	Others	
X	Wojas, Jan	X	Newton, Robin
		A	Curtis, Brian
		A	Russ, Jerry
		X	Bailey, Ed, <i>ex officio member</i>

A=Absent
X=Present

Bill Warner was seated on the Commission.

Public Comment

None.

Public Hearing

a. Application of Shari Van Eyndhoven for an accessory apartment in accordance with Section 10.02B.10 of the Zoning Regulations located at 61 Lake Shore Drive, Middlefield, CT. Assessor Map 10, Lot 9-1. Zone HD1.

Jan Wojas opened the public hearing at 6:45 p.m. The applicant, Shari Van Eyndhoven presented the application. Ms. Van Eyndhoven represented that she is looking to get an approval for an accessory apartment for her aging mother. She indicated she built her home in anticipation of making this application in the future.

Commissioner Wojas asked the applicant if the owner will still be living in the primary home. Ms.

Van Eyndhoven indicated she would be still living in the home with her aging mother living in the accessory apartment.

Commissioner Wojas asked if there were any members of the public that wanted to speak. No one spoke.

Commissioner Wojas commented that the Town Planner provided a complete package and explanation of the application.

Ms. Newton indicated that proposal meets the regulations as presented and stated she had prepared a motion if the commission chooses to move forward with approving the application. Ms. Newton shared the motion with the Commission members.

Commission member Paul Pizzo commented that he had driven by the site and everything appeared to be in compliance.

Commission member Eric Ekblade commented that the package was well presented.

Commissioner Wojas stated the documents submitted and the draft approval motion were well prepared.

Commissioner Pizzo asked the Town Planner if there was supposed to be a specific way to go about the public comment portion of the public hearing. Ms. Newton indicated that the Commission could ask for those to speak in favor of to go first and then against to speak next. She indicated it might be easier due to the Zoom meeting but that it wasn't necessary. Ms. Newton indicated that Commissioner Wojas may want to ask the public one more time if anyone wishes to speak in case someone was having technical difficulties muting or unmuting.

Commissioner Wojas asked again if anyone wished to speak for or against this application. No one spoke.

Commissioner Pizzo made a motion to close the public hearing. Eric Ekblade seconded the motion. Motion was carried unanimously. Public hearing was closed at 6:52 p.m.

Old Business

a. Discussion of Regulation Appearance and Organizational Update

Town Planner, Robin Newton, gave the Commission members an update regarding the status of the regulation draft.

New Business

a. Application of Shari Van Eyndhoven for an accessory apartment in accordance with Section 10.02B.10 of the Zoning Regulations located at 61 Lake Shore Drive, Middlefield, CT. Assessor Map 10, Lot 9-1. Zone HD1.

Commission member Paul Pizzo made a motion to approve the application of Shari Van Eyndhoven for an accessory apartment in accordance with Section 10.02B.10 of the Zoning Regulations located

at 61 Lake Shore Drive, Middlefield, CT. Assessor Map 10, Lot 9-1. Zone HD1 with the following conditions:

1. An administrative Zoning Permit application is required.
2. The Zoning Officer shall inspect the interior of the home for compliance with overall square footage to ensure compliance with the 33 1/3 % coverage. Adjustments to be made if the square footage is over the allowed amount.
3. Any changes to the living area of the accessory apartment require review by Planning Staff for compliance with approval.

Eric Ekblade seconded the motion. Motion carried unanimously.

Bill Warner and Jay Brown were acknowledged as being part of the meeting at this time.

Bill Warner was seated as a regular member in place of Ken Hinsch.

b. Informal Discussion- Higby Road

Attorney Jonathan Aubin representing developer MDB Holdings was present. Attorney Aubin indicated they were looking for feedback from the public and the commission regarding meeting Middlefield's aesthetic requirement and other Town goals. Also present was Michael Ranno, developer.

The Commission asked questions pertaining to site plan, placement of buildings, compliance with the design district's guidelines for materials used and aesthetics. Feedback was given that stated the Commission would like to see architectural plans prepared by an architect that reflect the regulations, not the pictures that were presented. Comments pertaining to location of parking were discussed and sewer connections.

The developer indicated they are intending to extend the sewer line from Middletown. They also are looking to connect to public water. The soils on the site are not conducive for a septic system.

The Town planner put some renderings on the screen for the developer to discuss with the Commission. Mr. Ranno indicated he would comply with the regulations for materials described in the design district. He went through the sketched site plan with the Commission.

Commissioner Pizzo indicated he felt the commission would like to see a more New England feel to the buildings and should include hip roofs, dormers, clapboard siding and similar materials as the developer had indicated in his presentation. There should be more of a residential feel to the buildings.

Commissioner Wojas indicated the design should reflect that when a person is driving, they recognize that they are in Middlefield and not in an adjacent town.

Commissioner Warner stated the developer should look at the regulation as this property is in a design district. Commissioner Warner indicated the sketch didn't seem to reflect the regulations. Commissioner Warner suggested moving the buildings along the street and having the parking in

the back. Additionally, Commissioner Warner suggested the developer should look at the coverage for the district.

The Commission and the developer discussed the proposed gas station and how the pumps and building are situated on the site.

Mr. Ranno thanked the commission for the feedback and indicated he would be working with his design professionals in the hopes of submitting an application for the August meeting.

Report of the ZEO

There was no report from the ZEO.

Report of the Town Planner

The Town Planner had nothing outside the regular agenda items to report.

Election of Officers

Bill Warner made a motion to elect Jan Wojas as Chairman. Paul Pizzo seconded the motion. Motion was approved unanimously.

Jan Wojas made a motion to elect Eric Ekblade as Secretary. Bill Warner seconded the motion. Motion was approved unanimously.

Jay Brown made a motion to elect Paul Pizzo as Vice Chairman. Bill Warner seconded the motion. Motion was approved unanimously.

Adoption of By-laws

Commissioner Warner made a motion to approve the by-laws. Commissioner Brown seconded the motion. During discussion Commissioner Pizzo asked if he could have more time to read through the by-laws. Town Planner Newton stated the Commission could act on the document at their next regularly scheduled meeting on July 22, 2020. Ms. Newton did indicate this was the same document the Commission reviewed at its February meeting and no changes have been.

The Commission will place this item on its agenda for the July 22, 2020 meeting.

Approval of Minutes – May 27, 2020

Eric Ekblade made a motion to approve the minutes of the May 27, 2020 regular meeting, as presented. Paul Pizzo seconded the motion. The motion carried unanimously.

Scheduling of Hearings

None.

Adjournment

Jan Wojas made a motion to adjourn the meeting. Jay Brown seconded the motion. The motion carried unanimously. The meeting was adjourned at 7:27 PM.

Respectfully submitted,

Robin Newton

Robin Newton, CZEO
Town Planner