

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

Minutes of the July 22, 2020 Regular Meeting

Jan Wojas, called the meeting to order at 6:32 PM.

Attendance:

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

A=Absent

X=Present

Bill Warner was seated on the Commission.

Public Comment

None.

Public Hearing

None

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. Ms. Newton went through three items to provide feedback for changes to the regulations. Those items included changes to the non-conformities section to comply with changes

to State Statutes; changes to the Flood Zone Section to incorporate updates made in the last couple years; and finally, clarification of the Interior Lots regulation.

Commissioner Warner indicated that another area of the regulations to take a look at is architectural projections, eaves, awnings, and similar items.

New Business

a. Letter of Support for OSWA Grant Application for Parcels known as Assessor's Map 18, Block 5 (Cherry Hill Road), Map 17, Lot 16 (Miller Road) and Map 18, Lot 4 (Miller Road).

Town Planner Newton had prepared a memo for the Commission outlining the properties that were under consideration for acquisition under the OSWA grant submittal and how the acquisition of these properties are supported by the POCD. Ms. Newton went through the elements that pertained to the POCD and showed the Commission the properties along with a sketch of the possible trail locations, parking area and viewing platforms.

After discussing the property location and current uses, Bill Warner made a motion to allow Town Planner Robin Newton to prepare a draft support letter for the submission of an Open Space and Watershed Acquisition Grant for the purchase of property owned Dorothy Pogmore and for Jan Wojas, Chairman to sign the letter. Paul Pizzo seconded the motion. Motion carried unanimously.

Report of the ZEO

Jerry Russ, Zoning Enforcement Officer, gave the Commission an update on the following zoning issues:

1. Jimmy DiCaprio- Rte. 66- spoke with Attorney Willis regarding this property and encroachment into the state row and adjacent parking lot. Items were moved out of the setbacks and parking area.
2. 152 Cherry Hill Road is now mostly in compliance. There are only a few items remaining.
3. 102 Cherry Hill Road made good progress in getting rid of vehicles and some structures removed from the property.
4. Received a DOT Encroachment Permit for the Route 66 Self Storage Facility.
5. Xenelis- has not brought anymore material in and has been moving material out. 5 year window for compliance with lot coverage.
6. Monarca- needs follow up.

Report of the Town Planner

Town Planner Robin Newton gave an update regarding the receipt of an Affordable Housing Plan grant award in the amount of \$15,000. Ms. Newton informed the Commission that in 2017 the State mandated the adoption of an Affordable Housing Plan Grant due by 2022. This grant will help with the hiring of a consultant to help with the completion of the plan.

Adoption of By-laws

Commissioner Pizzo had a couple of questions and grammar changes for the By-laws. The Commission and Staff reviewed the items and made appropriate changes.

Commissioner Hinsch asked for clarification on how alternates can or cannot participate in the public hearing and deliberations on an application.

Paul Pizzo made a motion to adopt the By-laws with the grammatical corrections as discussed. Jay Brown seconded the motion. The Motion carried unanimously.

Approval of Minutes - July 8, 2020

Paul Pizzo made a motion to approve the minutes of the July 8, 2020 special meeting, as presented. Jay Brown seconded the motion. The motion carried 4-0-1. Ken Hinsch abstain as he was not present at the meeting.

Scheduling of Hearings

None.

Adjournment

Paul Pizzo made a motion to adjourn the meeting. Jay Brown seconded the motion. The motion carried unanimously. The meeting was adjourned at 7:37 PM.

Respectfully submitted,

Robin Newton

Robin Newton, CZEO
Town Planner