



**TOWN OF KILLINGLY, CT  
PLANNING AND ZONING COMMISSION**

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TOWN CLERK, KILLINGLY, CT

2018 NOV -6 AM 10:13

**MONDAY – OCTOBER 15, 2018**

**Regular Meeting  
7:00 PM**

*Elizabeth M. Wilson*

**Town Meeting Room, Second Floor  
Killingly Town Hall  
172 Main St., Killingly**

**I. CALL TO ORDER** – Chair, Keith Thurlow, called the meeting to order at 7:00 pm.

**ROLL CALL** – Brian Card, Sheila Roddy, Milburn Stone, Matthew Wendorf, Keith Thurlow.  
Virge Lorents was absent with notice.

**Staff Present** – Ann-Marie Aubrey, Director of Planning and Development. Elsie Bisset, Director of Economic Development.

**II. SEATING OF ALTERNATES**

Keith Thurlow announced that Matthew Wendorf would be seated as a Voting Member.

**III. AGENDA ADDENDUM** – None.

**IV. CITIZENS' COMMENTS ON ITEMS NOT SUBJECT TO PUBLIC HEARING** (Individual presentations not to exceed 3 minutes; limited to an aggregate of 21 minutes unless otherwise indicated by a majority vote of the Commission) – None.

**V. COMMISSION/STAFF RESPONSES TO CITIZENS' COMMENTS** – None.

**VI. PUBLIC HEARINGS – (review / discussion / action)**

**A. Zone Change Applications**

None

**B. Special Permits**

None

**C. Site Plan Reviews**

None

**D. Subdivisions**

None

**E. Other/Various**

None

**VII. UNFINISHED BUSINESS – (review / discussion / action)**

**A. Zone Change Applications**

None

**B. Special Permits**

None

**C. Site Plan Reviews**

None

**D. Subdivisions**

None

**E. Other/Various**

None

**VIII. NEW BUSINESS**

**A. Zone Change Applications – (review/discussion/action)**

None

**B. Special Permits – (review/discussion/action)**

None

**C. Site Plan Reviews – (review/discussion/action)**

None

**D. Subdivisions – (review/discussion/action)**

1. Subdivision Application #18-1202; Doug Cutler, Jr.; proposed 2 lot residential subdivision first lot located at 190 Cutler Road, the second lot will front on Roth Road; 190 Cutler Road; GIS Map 5; Lot 5; ~2.6 acres; Rural Development. **Receive, and if application is complete, the commission may schedule application for action / hearing on November 19, 2018.**

Ann-Marie Aubrey stated that the Application is complete and explained that it is a two-lot subdivision and appears to meet all of the Zoning Regulations. She spoke with the Engineer and it is truly just the second lot that is being taken out of this property (the parent lot). They had a first free split and this is a new lot. She stated that the Board would need to decide on a site walk and whether to have a hearing vs. just taking action.

Motion was made by Brian Card to receive and schedule a public hearing for Subdivision Application #18-1202; Doug Cutler, Jr.; proposed 2 lot residential subdivision first lot located at 190 Cutler Road, the second lot will front on Roth Road; 190 Cutler Road; GIS Map 5; Lot 5; ~2.6 acres; Rural Development for Monday, November 19, 2018, Town Meeting Room, Second Floor, Killingly Town Hall, 172 Main Street, 7:00 p.m. Second by Milburn Stone. Motion carried unanimously (5-0-0).

2. Subdivision Application #18-1203; Aaron Giambattista; proposed 2 lot residential subdivision; 912 Upper Maple Street; GIS Map 132; Lot 82; ~7.8 acres; Low Density. **Receive, and if application is complete, the commission may schedule application for action / hearing on November 19, 2018.**

Ann-Marie Aubrey stated that the Application is complete.

Motion was made by Brian Card to receive and schedule a public hearing for Subdivision Application #18-1203; Aaron Giambattista; proposed 2 lot residential subdivision; 912 Upper Maple Street; GIS Map 132; Lot 82; ~7.8 acres; Low Density for Monday, November 19, 2018, Town Meeting Room, Second Floor, Killingly Town Hall, 172 Main Street, 7:00 p.m. Second by Milburn Stone.

Paul Archer, Archer Surveying, gave a brief overview:

- Indicated on the plan - eight acres have been cleared on Upper Maple Street;
- Parent giving a piece of land to his son;
- Already has been through IWWC and the NDDH;
- Free split has already been taken and are needing to go through the subdivision process.

Motion carried unanimously (5-0-0).

**IX. ADOPTION OF MINUTES – (review/discussion/action)**

- 1) Regular Meeting of Monday, August 20, 2018 @ 7:00 pm – RE: Regular Meeting

Amended Minutes had been provided to Commission Members for review.

Motion was made by Milburn Stone to approve the amended Minutes of the Regular Meeting of August 20, 2018. Second by Brian Card. Motion carried unanimously (5-0-0).

- 2) Special POCD Meeting of Monday, September 17, 2018 @ 6:00 pm – RE: Special POCD Meeting

Motion was made by Sheila Roddy to adopt the Minutes of the Special POCD Meeting of September 17, 2018. Second by Milburn Stone. Motion carried unanimously (5-0-0).

- 3) Regular Meeting of Monday, September 17, 2018 @ 7:00 pm – RE: Regular Meeting

Motion was made by Brian Card to approve the Minutes of the Regular Meeting of September 17, 2018. Second by Milburn Stone. Motion carried (4-0-0). Brian Card abstained as he was not present at that meeting.

**X. OTHER – (review/discussion/action)**

**A. CGS 8-24 Referrals**

None

**B. Zoning Enforcement Officer's & Zoning Board of Appeal's Report(s)**

Enclosed

**C. Inland Wetlands and Watercourses Agent's Report**

Enclosed

**D. Building Office Report**

Enclosed

**E. Bond Releases / Reductions / Calls**

None

**F. Extension Requests, ETC. -Project Completion / Subdivision & Site Plan Approvals / Mylar Filings / Site Plan Amendments / Re-Classify Phases**

None

**G. Requests to Allow Overhead Utilities / Wireless Telecommunications Facility**

None

**H. Other/Various – (review/discussion/action)**

1. Discussion / Action – (Continued from POCD Meeting if needed) – Proposal from Connecticut Economic Resource Center

RE: Charrette for POCD

Ann-Marie Aubrey will check on availability at the School for November. If no availability in November, she will check availability for January 2019.

2. Discussion / Workshop – Revisions to Agricultural Regulations for both the Town of Killingly, and the Boro of Danielson. Start or schedule a workshop to discuss the revised regulations with the Agriculture Commission.

There had been a joint meeting of the PZC and the Agriculture Commission.

Ann-Marie Aubrey explained that the biggest change was regarding the livestock limit. The Agriculture Commission reviewed the Borough and Town Regulations and have made changes and they request that the PZC review. Keith Thurlow suggested that the Agriculture Commission be invited to a PZC meeting. Brian Card suggested that they look for potential loopholes during review. He referred to an example where a sand and gravel operation was able to get a permit under the agricultural rules.

There was discussion regarding how to count the number of chickens. Ann-Marie Aubrey referred to the standard agricultural practices and the Right-To-Farm Act and she explained the procedure if there is a complaint. There was discussion. We are trying to bring our local Regulations in line with State requirements.

Elsie Bisset expressed an interest in knowing more about "Connecticut Grown," page 4 of the Draft Regulations for Agriculture for the Town of Killingly. Ms. Aubrey explained that it is produce and other farm products that have a traceable point. If it has a label "Connecticut Grown," it must be grown in Connecticut.

Ms. Aubrey will put discussion with the Agriculture Commission on the agenda for a future meeting of the PZC. She will ask that the Representative(s) of the Agriculture Commission be prepared to discuss the POCD also.

**3. Discussion / Workshop** – Possible accessory storage structure without the currently required primary structure on a parcel of land within the Rural Development and/or Low Density Development Zones Only.

Ann-Marie Aubrey stated that she has been looking at other towns, but had nothing new to report at this time. She found one town that does allow it and many towns that do not. She will continue to research.

**I. Upcoming P&Z Commission Meetings**

1. Next Regular Meeting – Monday, November 19, 2018 at 7:00 p.m.
2. Next Special Meeting – To be determined.
2. Next Special POCD Meeting – Monday, November 19, 2018 at 6:00 p.m.

**XI. CORRESPONDENCE – (review/discussion/action)**

Ann-Marie Aubrey stated that the quarterly newsletter had been provided to Commission Members. She asked if the Commission Members would be interested in a refresher course regarding running meetings/parliamentary procedure. She is going to try to schedule a session during a ZBA meeting since they have requested it. Sheila Roddy recommended it as she had gone to a session recently and found it worthwhile.

**XII. WORKSHOP SESSIONS – (review/discussion/action)**  
None

**XIII. ECONOMIC DEVELOPMENT DIRECTOR REPORT**

Elsie Bisset reported:

- Trying to get as many facades painted and masonry work done as they can while the weather still permits. They are trying to make it historically accurate.
- 90 Main Street and 100 Main Street sold recently to Christopher Brisson (the owner of Nolle's Coffee Shop). It is not known what he has planned for these two buildings.
- EDC went through its section in the POCD at its last meeting. They highlighted things that need to be updated. Ms. Aubrey will attend their next meeting and they will come up with goals and outlines/format and are willing to work with the PZC.

Sheila Roddy asked about possibly promoting weddings/events on farms in Town. Ms. Bisset stated that she has not had any inquiries for that, but she has had inquiries regarding solar farms. Ms. Aubrey offered that it could be considered in more detail while reviewing the Agricultural Regulations. There was discussion regarding solar farms and Ms. Aubrey explained that they would need to meet the Zoning Regulations/notify abutters.

There was discussion regarding incubator buildings for start-up businesses. Ms. Bisset stated that the EDC has discussed it in the past. She stated that there are some spaces already existing so the Town has decided not to

build it to lease/rent. Ms. Aubrey suggested that another option could be to allow it to be constructed in Industrial, Light Industrial, General Commercial Zones. This could be discussed as part of the POCD.

**XIV. TOWN COUNCIL LIAISON REPORT**

Lynn LaBerge reported:

- Voted on end-of-year budgetary transfers for 2017-2018.
- Voted in favor of non-union salary benefits and adjustments going up by 2.25 percent.
- Computer usage policy to review for the Library.
- Electrical work needs to be done at Owen Bell Park (water park/maintenance shed/lab). Money from two funds to be used and any remaining balance to come from the Davis Fund (which now has \$701,000 in it).
- Amended the Resolution for the Charter Revision Commission to raise the membership number from five to seven.

**XV. ADJOURNMENT**

Motion was made by Milburn Stone to adjourn at 7:31 p.m. Second by Matthew Wendorf. Motion carried unanimously (5-0-0).

Respectfully submitted,

J.S. Perreault  
Recording Clerk