



**TOWN OF KILLINGLY, CT
PLANNING AND ZONING COMMISSION
TUESDAY – FEBRUARY 19, 2019**

**Regular Meeting
7:00 PM**

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

RECEIVED
TOWN OF KILLINGLY, CT
2019 FEB 26 AM 9:31
TOWN CLERK

MINUTES

I. CALL TO ORDER – Chair, Keith Thurlow, called the meeting to order at 7:02 pm.

ROLL CALL – Brian Card, Sheila Roddy, Virge Lorents, Keith Thurlow.
Mathew Wendorf and Milburn Stone were absent with notice.

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

II. SEATING OF ALTERNATES – None.

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)

None

E. Other/Various

None

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

1) Special Meeting of Tuesday, January 22, 2019 – RE: Special Meeting / POCD Workshop

Motion was made by Virge Lorents to approve the Minutes of the Special Meeting of Tuesday, January 22, 2019 – POCD Workshop. Second by Brian Card. Motion carried unanimously (4-0-0).

2) Regular Meeting of Tuesday, January 22, 2019 – RE: Regular Meeting

Motion was made by Virge Lorents to approve the Minutes of the Regular Meeting of Tuesday, January 22, 2019. Second was made by Sheila Roddy. Motion carried unanimously (4-0-0).

X. OTHER – (review/discussion/action)

A. CGS 8-24 Referrals

None

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

Included in packets to Commission Members.

C. Inland Wetlands and Watercourses Agent's Report

Included in packets to Commission Members.

D. Building Office Report

Included in packets to Commission Members.

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)

None

I. Upcoming P&Z Commission Meetings

1. Next Regular Meeting – **MONDAY, MARCH 18, 2019**

2. Next Special Meeting / POCD Workshop – **MONDAY, MARCH 18, 2019**

XI. CORRESPONDENCE – (review/discussion/action)

None

XII. WORKSHOP SESSIONS – (review/discussion/action)

1. Discussion / Workshop – Revisions to Agricultural Regulations for both the Town of Killingly, and the Boro of Danielson. (At end either schedule another workshop for **MONDAY, MARCH 18, 2019** or schedule for a public hearing; suggested hearing date **MONDAY, APRIL 15, 2019 at 7:00 p.m.**{Due to Notification Requirements})

The PZC reviewed the Agricultural Regulations for the Town of Killingly. Ms. Aubrey provided copies of a Table which is part of the Town of Killingly Agricultural Regulations. Ms. Aubrey explained that the cleaned-up copy incorporating the edits from the Town Attorney, as requested by the PZC last month, was also provided for their review.

Frank Anastasio and Virginia Keith, and Byron Martin, Members of the Killingly Agricultural Commission, were present.

Motion was made by Virge Lorents to open the floor for discussion with Members of the Killingly Agriculture Commission regarding revisions to Agricultural Regulations for both the Town of Killingly, and the Boro of Danielson. Second by Brian Card. Motion carried unanimously (4-0-0).

Mr. Card asked Mr. Anastasio and Ms. Keith if they had any comments or concerns regarding the edits made by the Town Attorney.

Ms. Keith's Comments:

- Page 12, Item j, 3 – She noted that, as written, a student in the Rural Development would have to stop their project within 30 days. She stated that the intent was specifically for the Boro, if a project included animals that were typically not permitted in the Boro, the project would be ceased within a certain number of days.

Mr. Card suggested the following language revision: That at the end of the student project, all farm animals, shelters and pens that are not in conformance with the underlying zone shall be removed from the premises within 30 days. Failure to remove such farm animals, shelters and pens shall be in violation of these zoning regulations, and will result in a "Notice of Violation" being issued. There was consensus for this language.

- She noted instances on Page 14 where "property line" should be changed to "boundary line" for consistency. Ms. Aubrey will change all instances throughout the document.

Ms. Aubrey will also make all of the requested changes from Legal Counsel to the Boro Zoning Regulations as well as the ones noted this evening.

Ms. Aubrey stated that comments had been received from the Boro Council regarding parking requirements for seasonal farm stands and farm stores. They feel it doesn't make sense that two off-street parking spaces are required for a 200 s.f. farm stand and that a farm store only required one parking space for every 200 s.f.

Ms. Aubrey read the following proposed language: Adequate off-street parking shall be provided at the rate of one parking space for every 200 s.f. of store area; with a minimum of two (2) parking spaces for a 200 s.f. store.

There was discussion regarding Page 9, Item 8. It was decided to eliminate this item.

Motion was made by Virge Lorents to eliminate #8 on page 9 of 16 of Section 585 –Agriculture of the Town of Killingly Zoning Regulations and from the Borough of Danielson Zoning Regulations. Second was made by Sheila Roddy.

There was discussion regarding the requirement for 51 percent being grown on the farmers own property. Ms. Aubrey referred to Items d. 3 and 5. Mr. Anastasio explained that there is flexibility for times; for instance, when there is a frost and the farmer needs to buy crops from another farmer to sell (the Zoning Commission or its designee will determine what makes sense). Discussion continued regarding enforcement which, many times, has to be handled by the Department of Agriculture. Mr. Anastasio explained that to call something Connecticut Grown (or within 50 miles of Killingly), the source of the product has to be identified.

Motion carried unanimously (4-0-0).

Motion was made by Brian Card to accept Town of Killingly Regulations Section 585 – Agriculture, with the four noted changes:

- To change all instances of property line to boundary line.
- Delete #8 on page 9 of 16.
- Page 12 of 16, #3 to read as follows: That at the end of the student project, all farm animals, shelters and pens that are not in conformance with the underlying zone shall be removed from the premises within 30 days. Failure to remove such farm animals, shelters and pens shall be in violation of these zoning regulations, and will result in a "Notice of Violation" being issued.
- Add to the Table that N/A means Not Allowed.

and to schedule a public hearing for Monday, April 15, 2019, Town Meeting Room, Second Floor, Killingly Town Hall, 172 Main Street, at 7:00 p.m. Second was made by Virge Lorents. Motion carried unanimously (4-0-0).

There was discussion regarding people who want to farm (e.g. in the Boro), but don't have enough land. Ms. Lorents noted that this is an issue that the PZC needs to consider. Mr. Anastasio stated that they are going to conduct a survey in the Town of all landowners (especially those designated 490 – Farm Land, Forest Land, and Open Spaces) and one question they will be asking is, if they would be willing to lease land to someone who is interested in farming it. Discussion continued.

2. Discussion / Workshop – Start Discussion regarding proposed new zoning regulations for Adaptive Re-Use of an Agricultural Buildings. Copies of a DRAFT for Section 568 (dated February 15, 2019) were provided to Commission Members and to the Agricultural Commission Members present.

Ann-Marie Aubrey explained that someone had presented this to Staff because other towns have done this to allow uses such as:

- Self-Storage Facilities
- Business and Professional Offices
- Shop and/or storage space for Electricians, Plumbers, Carpenters, and Craft persons
- Home Occupation

Mr. Thurlow commented that most agricultural buildings are in the Rural Development Zone and asked how you put a business or professional office space in a Rural Development Zone. Ms. Aubrey explained that some people buy the buildings with no intention of doing agriculture. If they are allowed to use the buildings that will not interfere with the atmosphere of an agricultural outlet, they won't lose the buildings. This is a way to maintain the buildings with the hope that they will come back to an agricultural use in the future. Ms. Lorents noted that self-storage facilities need to be paved which seems too permanent to go back to agriculture. Discussion continued and Mr. Thurlow noted that it can be done and he referred to a new State regulation (MS4) regarding paving. Ms. Aubrey stated that there could not be a drastic change in the appearance and she referred to the DRAFT regarding Standards and Criteria.

Virginia Keith commented that her brother had converted a chicken coop on his property in Plainfield into small storage units with a gravel drive. Mr. Thurlow stated that, if you are going to try to save agricultural buildings and the look of the agricultural buildings, the appearance should remain of an agricultural building, at least from the street view.

Ms. Aubrey referred to Rural Development under special use permit – Retail shops for sale of antiques or handcrafts.

Ms. Roddy noted an inconsistency on the DRAFT: Item 3 under Standards and Criteria says "No outside storage" and Item 6 says "outside storage." Ms. Aubrey will delete the instance of "outside storage" in Item 6.

Mr. Anastasio said that he supports the idea because there could be a lot of uses for old agricultural buildings that could be repurposed into things such as photography/artist studios or antique shops. He suggested that a big building could be divided into ten incubator studios. He admits that the regulations would be difficult to write. Discussion

continued and Mr. Thurlow suggested that it be discussed in a Workshop regarding what kinds of businesses to consider. He explained that, if the person owns the property, the avenue is already there under Home Occupation.

Ms. Aubrey will contact the individual and convey that there are a lot of issues and a lot of work that would need to be done. Mr. Card noted that this could be a way to address blight/dilapidated buildings. Mr. Thurlow suggested that the individual submit an application and the PZC can discuss it or the individual could come to discuss it at a workshop.

Mr. Thurlow thanked the Members of the Agricultural Commission for all of their work on the Agricultural Regulations.

XIII. ECONOMIC DEVELOPMENT DIRECTOR REPORT

Elsie Bisset reported:

- KBA is having an After Hours at Tunk City Revival on February 21st at 5 p.m.
- Council approved the purchase of the parking lot at 30 Furnace Street. Area businesses are pleased as it provides municipal parking.
There was discussion.
- RFQ (Request for Qualifications) for the redevelopment of 140 Main Street will soon be issued and will be advertised.
There was discussion.
- EDC is planning a Resource Roundtable for Commercial and Industrial Realtors at QVCC on March 27th.
- She submitted an application to the Smithsonian for Killingly to be selected as one of the top 20 small towns to visit (in the Nation). This is through the State Tourism Commission.
There was discussion.

XIV. TOWN COUNCIL LIAISON REPORT

Lynn LaBerge reported:

- Last Town Council meeting had been cancelled due to weather and there will be a Special Meeting on Tuesday, February 26th.
- NTE reopening their application with the Citing Council. On April 4th, there will be a Site Walk at 1:30 pm, Citing Council Evidentiary Hearing at Killingly Town Hall at 3:30 pm, and Public Comments Session at 6:30 pm.

XV. ADJOURNMENT

Motion was made by Brian Card to adjourn at 8:11 p.m. Second was made by Sheila Roddy. Motion carried unanimously (4-0-0).

Respectfully submitted,

J.S. Perreault
Recording Clerk