



TOWN OF KILLINGLY, CT
PLANNING AND ZONING COMMISSION

RECEIVED
TOWN CLERK, KILLINGLY, CT
2017 JUN 28 AM 9:13

MONDAY – JUNE 19, 2017

Regular Meeting

7:00 PM

Town Meeting Room, Second Floor

Killingly Town Hall

172 Main St., Killingly

MINUTES

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

ROLL CALL – Brian Card, Todd Nelson, Sheila Roddy, Milburn Stone, Virge Lorents, Matthew Wendorf, Keith Thurlow.

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

Also Present - Joyce Ricci, Town Council Liaison.

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

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

None

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

1. Special Permit Application #17-1169; Todd A. Cooke; Sec.566 Accessory Dwelling Unit; allow a 956 sq. ft. accessory dwelling unit / in-law apartment in basement of primary residence; 114 Ross Road; GIS Map 235; Lot 2; ~1.9 acres; Rural Development Zoning District.

Todd Cooke, owner, represented himself and explained that the raised-ranch style home had been a single-family at one time, but he had added a kitchen and a full bathroom to allow for his parents to live on the lower level. The Assessor has Mr. Cooke's home classified as a two-family and Mr. Cooke would like it to be convert it back to a single-family home with an accessory dwelling unit. He said that he has difficulty with insurance and he feels that to re-finance or to sell the home may also be difficult due to it being classified as a two-family.

Ann-Marie Aubrey consulted with the Assessor for clarification regarding the value of a duplex vs. a single-family with an accessory dwelling unit. According to the Assessor, as of the 2013 appraisal they were equal, however, the market could change.

There was discussion. Since there are single-family homes containing two separate kitchens, Brian Card asked why it couldn't just be converted back to just a single-family home without an accessory dwelling unit. Mr. Cooke would need to discuss this with the Assessor. Mr. Cooke said that he had come in and asked a couple years ago when he found out that it had been converted to a two-family and was told that putting a second kitchen in caused it to become a two-family. He said that he was told that this (process) is what he needed to do to get it converted back. Discussion continued and Virge Lorents stated that, in the past, a common wall had been required to have an in-law apartment. Keith Thurlow and Sheila Roddy were in agreement that the intent of the new regulation regarding accessory dwelling unit was that it be detached. Sheila Roddy asked if statistics are available regarding how many conversions have taken place. Keith Thurlow stated that the Regulations already allow for a two-family which would cover another apartment in the same structure. Ms. Aubrey feels that the Regulation regarding this subject may need to be revisited.

Ann-Marie Aubrey will research and will consult with the Assessor to try to resolve the matter. She will consult with the Town Attorney for legal opinion. She will also check into if the Assessor's Office runs entirely on State Regulations, or if the Town Council/Town Manager could issue a policy statement.

Motion was made by Todd Nelson to continue the public hearing for Special Permit Application #17-1169; Todd A. Cooke; Sec.566 Accessory Dwelling Unit; allow a 956 sq. ft. accessory dwelling unit / in-law apartment in basement of primary residence; 114 Ross Road; GIS Map 235; Lot 2; ~1.9 acres; Rural Development Zoning District to the next regular meeting of the Killingly Planning and Zoning Commission on Monday, July 17, 2017, Town Meeting Room, Second Floor, Killingly Town Hall, 172 Main Street, 7:00 p.m. Second by Sheila Roddy. Motion carried unanimously (5-0-0). Mr. Nelson suggested that the Applicant work with Staff, the Tax Assessor and any other parties that may be of assistance.

2. Special Permit Application #17-1170 – Robert Heuer (Applicant); Borough of Danielson; Article VII, Section 700; Section 440; Section 440.3.F. Commercial Indoor Recreation Facilities; to run an escape room (an adventure game) River Realty LLC (Landowner); 157 Main Street, Second Floor; GIS MAP 198, Lot 82; Boro Central Business District (Commercial).

Robert Heuer, 106 Lake Street in Moosup, represented himself and gave an overview of his proposal. He explained how the escape room works. Operating hours would be Thursday, Friday, Saturday and Sunday from 5:00 p.m. to 10:00 p.m. Maximum people at one time would be 24 plus staff (absolute maximum of eight people in each of three rooms). All game rooms have two means of entrance/exit. There will be cameras and intercoms in every room. Each group is given 60 minutes to solve. It is all scheduled, therefore, there would not be lines of people waiting to get in. Parking would be Town/Street parking which is within 300 feet. No potential for nuisance regarding lighting or noise.

Mr. Heuer is requesting waivers (letter dated May 11, 2017) for:

- Site Plan – 700.3.2 – He is not changing anything inside the building.
- Architectural Plans – 700.3.3 – He provided floor plan showing the square footage and how each room will operate (e-mail to Ann-Marie Aubrey dated June 1, 2017). All rooms on his plan exist as presented.

Motion was made by Brian Card to close the public hearing for Special Permit Application #17-1170 – Robert Heuer (Applicant); Borough of Danielson; Article VII, Section 700; Section 440; Section 440.3.F. Commercial Indoor Recreation Facilities; to run an escape room (an adventure game) River Realty LLC (Landowner); 157 Main Street, Second Floor; GIS MAP 198, Lot 82; Boro Central Business District (Commercial). Second by Milburn Stone. Motion carried unanimously (5-0-0).

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

None

D. Subdivisions – (review/discussion/action)

1. Re-subdivision Application #17-1166; T&B Building Company; proposed five (5) lot re-subdivision, one (1) existing residence and four (4) new ones; 322 Mashentuck Road & Cook Hill Road; GIS Map 162, Lot 15; ~13.64 acres; Rural Development Zone. CONTINUED FROM APRIL 17, 2017 & MAY 15, 2017

Paul Archer of Archer Surveying, and David Held of Provost & Rovero represented the Applicant. Mr. Toutant and Mr. Tetreault were seated in the audience.

Mr. Archer and Mr. Held did a Power Point presentation. They gave an overview of the proposal:

- One lot on Cook Hill Road – this lot has an existing driveway coming off of Cook Hill Road. Per the request of the Town Engineer, they put an indicator in the road and obtained an average speed of 37 mph which meets the requirement for the line of sight going to the north. However, going to the south, they were only able to get 285 feet.
Mr. Held explained that it would be possible to obtain the required line of sight, but the work involved and the expense for clearing and acquiring easements on neighboring properties did not seem worthwhile. In lieu of that, they are upgrading the existing driveway for the existing house on Mashentuck Road to 16 feet wide on the common portion and 12 feet wide where it is serving the single house. Frontage for this Cook Hill lot is still on Cook Hill, but access is to be from Mashentuck Road with a shared driveway.
Mr. Held stated that the lot on the corner of Mashentuck Road and Cook Hill Road is also owned by the Applicant. A 50-foot wide access strip is needed for the shared driveway and a portion of that will be on that parcel as well. The access easement splits between the two parcels. They indicated it on the map. They are avoiding conflict with an existing well.
- One lot to contain the existing house on Mashentuck Road;
- A second lot with frontage on Mashentuck Road;
- 2 rear lots on Mashentuck Road to share one driveway coming off of Mashentuck Road.
- HDPE pipes going under the driveways were approved by the Town Engineer.
- They were not able to obtain a drainage easement as discussed previously (Mr. Archer indicated the location), so they had to design the drainage to flow into a stormwater basin to be located on lot 15-5. (Mr. Archer indicated the location on the plans).
- An estimate had been submitted to the Town Engineer for the actual cost of the snow shelf (\$15,100.00 – a copy was provided to Ann-Marie Aubrey) which they are proposing to construct in lieu of paying the open space fee (\$8,500.00). Mr. Held stated that it includes all work to establish the snow shelf: An area 10 feet from the edge of pavement; grading at 3 percent so it would drain back onto the road at 3 percent - flat; sloping up at 4 to 1 to match into existing grade; E&S controls; traffic control; re-stabilizing the slopes once the earth work is done. Approximately 500 feet (Mr. Held indicated the location).
- They are requesting a waiver for sidewalks.
- They have received NDDH approval.
- Mr. Held spoke about the grading of the site (earthwork, stabilization, etc.): swales will be grass-lined; riprap detail shows all specified as intermediate (about 9-inch average size); he indicated the drainage regarding the driveways involving culverts and a basin (the sizing for which they expect no discharge for up to a hundred-year storm). In the event of a bigger storm, he indicated where they are proposing a riprap apron at the low spot. There should be no concerns with drainage on the road.
They are proposing some large cuts at the top of the hill to create flatter areas for house sites, however, they may or may not remove that much material from the site.
Site preparation/grading to be done on a lot-by-lot basis. E&S controls shown on the plan are subject to some field modification and are subject to inspection by Town Staff.
Brian Card asked if the storm water controls would be put in up front (ponds and swales underneath the shared drive). Mr. Held explained that they would.
Mr. Card asked about the drainage from the existing lot. Mr. Held and Mr. Archer explained that they are not proposing to change anything there except for widening the existing driveway.

- Mr. Archer stated that a turnaround (at the midway point of the shared driveway) had been added per the Fire Marshal's request.
- All shared driveway maintenance agreements and easements have been submitted except for the easement involving a headwall coming off of Cook Hill Road (which they are still working on). The plan now shows rights to drain. They do not know if they will be adding a "defined" drainage block on the plan or if it will just be rights to drain as they exist now.
Mr. Held explained that, when doing the drainage analysis, they looked at two design points: He indicated a wetland area by the property line and the driveway culvert under the abutter's driveway.
- Driveways to be gravel surface - slopes less than 8 percent at all points. Brian Card asked if the detail had been corrected on the plan (David Capacchione had requested that the detail be corrected to be sure gravel and cross slopes are consistent with Town Regulations). Mr. Archer stated that it is 8-inch processed gravel. Mr. Card asked who would be responsible for cleaning the two basins in the pond. Mr. Archer stated that there is a maintenance schedule on the plan. Mr. Held stated that the maintenance plan states that it is the responsibility of the lot owner (he indicated which lot, but did not state it aloud).
- Mark Tetreault, 120 South Shore Road, stated that there may be about 30 days of extensive work (20 to 30 trucks per day) to establish the snow shelf and driveways. Mr. Held stated that all areas of the excavation regulations have been touched on: estimation of cubic yards coming off the site; 20 loads per day for a total of 45 days for the construction of the four lots. Equipment (in good repair) to be used: an excavator a bulldozer and a small bulldozer for fine grading.
- No on-site processing of materials.
- Topsoil stripped to be stockpiled on-site and to be re-used for landscaping and stabilization. On-site screening of the topsoil.
- No blasting is anticipated.
- No vertical cuts to be left at the completion of a work day, for safety purposes.
- Not anticipating any hydrologic impacts or impacts to wetlands.
- All trucks transporting material from the site will have the loads covered.
- Sediment tracked onto the road to be cleaned up promptly.
- Truck access to the site will be by whatever driveway is applicable for that lot.
- Anti-tracking pads to be used.
- Dust control measures to be used for the duration to prevent public nuisances with air.
- Not anticipating large stockpiles.
- Stumps to be disposed of off-site.
- The developer is responsible for the coordination of the grading of each lot as sold.
- Requesting waiver for sidewalks.

Keith Thurlow asked about hours of operation. Mr. Held stated that they could add that it be according to what the Regulations require. Ann-Marie Aubrey stated 7 to 9.

Ann-Marie Aubrey stated that the answer to Mr. Card's question regarding the storm water basin is Lot #15-5.

Brian Card asked about the estimate of 6 inches of topsoil, but detail shows 4 inches. Mr. Tetreault stated that they will be putting 6 inches. Mr. Card asked that the detail be modified to reflect 6 inches.

There was discussion regarding cross slopes/crown on gravel drives.

There was discussion regarding fee in lieu of open space. Keith Thurlow clarified, for the record, that the snow shelf would be in lieu of the fee-in-lieu of open space.

Adam Brindemore, 506 Kataline Way, abutter, asked about the access/shared driveway. Mr. Held explained that it would be accessed by the shared driveway which is an existing driveway that is going to be upgraded to be used as a shared driveway to access that lot.

Ann-Marie Aubrey stated that, per a Memo from David Capacchione, the following would need to be conditions of approval:

- The right to drain language and description for Lot 15-4 will need to be worked on with the Engineering Department
- Formalizing the right to drain along Mashentuck Road for Lots 15-2, 15-3 and 15-5 will need to be worked on with the Engineering Department.

There was discussion regarding drainage. Mr. Archer indicated a note on the plan explaining the rights to drain. Mr. Capacchione needs to review it. Lots 15-1, 15-2 and 15-3 will be draining onto lot 15-5.

Mr. Tetreault asked about the drainage regarding Lot 15-5 (back lot). He thought easements had already been created. Mr. Archer explained easement vs. rights to drain. Rights to drain is a more broad term as opposed to a defined easement.

Motion was made by Milburn Stone to close the public hearing for Re-subdivision Application #17-1166; T&B Building Company; proposed five (5) lot re-subdivision, one (1) existing residence and four (4) new ones; 322 Mashentuck Road & Cook Hill Road; GIS Map 162, Lot 15; ~13.64 acres; Rural Development Zone. Second by Todd Nelson. Motion carried (5-0-0).

E. Other/Various – (review/discussion/action)

None

VII. UNFINISHED BUSINESS

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

None

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

1. Special Permit Application #17-1169; Todd A. Cooke; Sec.566 Accessory Dwelling Unit; allow a 956 sq. ft. accessory dwelling unit / in-law apartment in basement of primary residence; 114 Ross Road; GIS Map 235; Lot 2; ~1.9 acres; Rural Development Zoning District. Continued. See Above.

2. Special Permit Application #17-1170 – Robert Heuer (Applicant); Borough of Danielson; Article VII, Section 700; Section 440; Section 440.3.F. Commercial Indoor Recreation Facilities; to run an escape room (an adventure game) River Realty LLC (Landowner); 157 Main Street, Second Floor; GIS MAP 198, Lot 82; Boro Central Business District (Commercial).

Motion was made by Sheila Roddy to approve Special Permit Application #17-1170 – Robert Heuer (Applicant); Borough of Danielson; Article VII, Section 700; Section 440; Section 440.3.F. Commercial Indoor Recreation Facilities; to run an escape room (an adventure game) River Realty LLC (Landowner); 157 Main Street, Second Floor; GIS MAP 198, Lot 82; Boro Central Business District (Commercial) with the following conditions:

- Waiver for site plan and architectural plan.
- Fire Marshal and the Building Official to review and approve the interior plans.

Second by Milburn Stone.

Roll Call Vote: Brian Card – yes; Todd Nelson – yes; Sheila Roddy – yes; Milburn Stone – yes; Keith Thurlow – yes. Motion carried unanimously (5-0-0).

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

None

D. Subdivisions – (review/discussion/action)

1. Re-subdivision Application #17-1166; T&B Building Company; proposed five (5) lot re-subdivision, one (1) existing residence and four (4) new ones; 322 Mashentuck Road & Cook Hill Road; GIS Map 162, Lot 15; ~13.64 acres; Rural Development Zone. **CONTINUED FROM APRIL 17, 2017 & MAY 15, 2017**

Motion was made by Brian Card to approve Re-subdivision Application #17-1166; T&B Building Company; proposed five (5) lot re-subdivision, one (1) existing residence and four (4) new ones; 322 Mashentuck Road & Cook Hill Road; GIS Map 162, Lot 15; ~13.64 acres; Rural Development Zone with the following conditions:

- Waiver request granted for no sidewalks.
- Waiver request granted for no open space fee. Town to accept snow shelf in lieu of the fee-in-lieu of open space.
- Snow shelf detail to be modified to show 6 inches of topsoil.
- Drainage easement/rights to drain document for along Cook Hill Road for Lot #15-4 to be reviewed and finalized with the Town Engineer.
- Drainage easement/rights to drain document to be reviewed by Town Staff with modification, as necessary, and filed for Lots #15-2, #15-3 and #15-5.

Second by Milburn Stone.

Roll Call Vote: Todd Nelson – yes; Sheila Roddy – yes; Milburn Stone – yes; Brian Card – yes; Keith Thurlow – yes. Motion carried unanimously (5-0-0).

E. Other/Various – (review/discussion/action)

None

VIII. NEW BUSINESS

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

1. Zone (Map) Change Application # 17-1174 - Letter received from CT DEEP, dated April 6, 2017, RE: Aquifer Protection Area Program Implementation for the Town of Killingly – Level “A” Mapping Approval for the Connecticut Water Company’s Crystal-Brooklyn Well Field. **(Schedule a public hearing for Monday, July 17, 2017 – according to letter the Aquifer Protection Area boundary must become part of our town’s official zoning Map by August 6, 2017.)**

Motion was made by Todd Nelson to schedule a public hearing for Zone (Map) Change Application # 17-1174 - Letter received from CT DEEP, dated April 6, 2017, RE: Aquifer Protection Area Program Implementation for the Town of Killingly – Level “A” Mapping Approval for the Connecticut Water Company’s Crystal-Brooklyn Well Field for Monday, July 17, 2017, 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).

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

1. Special Permit Application #17-1171 – Tracy Donovan; Sec. 410.1.2(b) Dog Kennel; to allow landowner to build a dog kennel for breeding purposes to house approximately 49 adult dogs; 54 Brickhouse Road; GIS MAP192, Lot 19; ~18.3 acres: Rural Development Zone. **(Receive, and if application is complete, schedule a public hearing for Monday, July 17, 2017.)**

Ann-Marie Aubrey stated that the Application is complete.

Motion was made by Todd Nelson to receive and schedule a public hearing for Special Permit Application #17-1171 – Tracy Donovan; Sec. 410.1.2(b) Dog Kennel; to allow landowner to build a dog kennel for breeding purposes to house approximately 49 adult dogs; 54 Brickhouse Road; GIS MAP192, Lot 19; ~18.3 acres: Rural Development Zone for Monday, July 17, 2017, Town Meeting Room, Second Floor, Killingly Town Hall, 172 Main Street, 7:00 p.m. Second by Sheila Roddy. Motion carried unanimously (5-0-0).

2. Special Permit Application #17-1172 – Bayvest Realty, Inc.; Sec. 430.2F Drive-in restaurant, Fast-food restaurant of the Borough of Danielson Zoning Regulations; to allow 2500 sf retail commercial building with a drive-thru window; 60 Westcott Road; GIS Map 182, Lot 29; ~.58 acres; Borough General Commercial Zone. (Receive, and if application is complete, schedule a public hearing for Monday, July 17, 2017.)

Ann-Marie Aubrey stated that the Application is complete.

Motion was made by Brian Card to receive and schedule a public hearing for Special Permit Application #17-1172 – Bayvest Realty, Inc.; Sec. 430.2F Drive-in restaurant, Fast-food restaurant of the Borough of Danielson Zoning Regulations; to allow 2500 sf retail commercial building with a drive-thru window; 60 Westcott Road; GIS Map 182, Lot 29; ~.58 acres; Borough General Commercial Zone for Monday, July 17, 2017, Town Meeting Room, Second Floor, Killingly Town Hall, 172 Main Street, 7:00 p.m. Second by Sheila Roddy. Motion carried unanimously (5-0-0).

3. Special Permit Application #17-1173 – Automatic Rolls / Northeast Foods, Inc.; for an approx. 15,600 sf expansion to the existing facility consisting of a -20°F freezer; +34°F cooler docks and ammonia refrigeration equipment room. Additional improvements include site parking and an on-site road way for truck traffic; 328 Lake Road; GIS Map 61, Lot 53; ~8.0 acres; Industrial Zone. (Receive, and if application is complete, schedule a public hearing for Monday, July 17, 2017.)

Ann-Marie Aubrey stated that the Application is complete.

Motion was made by Brian Card to receive and schedule a public hearing for Special Permit Application #17-1173 – Automatic Rolls / Northeast Foods, Inc.; for an approx. 15,600 sf expansion to the existing facility consisting of a -20°F freezer; +34°F cooler docks and ammonia refrigeration equipment room. Additional improvements include site parking and an on-site road way for truck traffic; 328 Lake Road; GIS Map 61, Lot 53; ~8.0 acres; Industrial Zone for Monday, July 17, 2017, Town Meeting Room, Second Floor, Killingly Town Hall, 172 Main Street, 7:00 p.m. Second by Sheila Roddy. Motion carried unanimously (5-0-0).

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

None

D. Subdivisions – (review/discussion/action)

None

E. Other/Various – (review/discussion/action)

None

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

Regular Meeting of Monday, May 15, 2017

Motion was made by Sheila Roddy to adopt the Minutes of the Regular Meeting of Monday, May 15, 2017. Second by Milburn Stone. Motion carried unanimously (5-0-0).

Special Meeting / Workshop Meeting of Monday, May 22, 2017

Motion was made by Milburn Stone to adopt the Minutes of the Special Meeting / Workshop Meeting of Monday, May 22, 2017. Second by Todd Nelson. Motion carried (3-0-2). Brian Card and Sheila Roddy abstained.

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

1. Zone (Text) Change – Planned Residential Development (Section 570 TOK Zoning Regulations) – to review proposed amendments to said section to include Independent Residential Living and Residential Life Care Communities; and to discuss next actions. **(Review, if regulations are satisfactory, submit for legal review, and schedule a public hearing for August 21, 2017.)**

Ann-Marie Aubrey provided copies of the latest draft which includes the updates discussed at the workshop meeting. She explained changes to pages 12 and 13. The Commission Members took a few moments to review the draft.

Keith Thurlow asked the Commission Members if they would like to adopt the changes to the draft. There was a consensus to adopt the changes. Mr. Thurlow thanked David Panteleakos, who was seated in the audience, for his help.

Motion was made by Sheila Roddy to submit for legal review and schedule a public hearing for Zone (Text) Change – Planned Residential Development (Section 570 TOK Zoning Regulations) – to review proposed amendments to said section to include Independent Residential Living and Residential Life Care Communities for Monday, August 21, 2017, Town Meeting Room, Second Floor, Killingly Town Hall, 172 Main Street, 7:00 p.m. Second by Todd Nelson. Motion carried unanimously (5-0-0).

2. Zone (Text) Change – Earth Filling and Excavation (Section 560 TOK Zoning Regulations) – to review proposed amendments to said section; and to discuss next actions. **(If necessary schedule a workshop session, for final review; however, if regulations are satisfactory, submit for legal review, and schedule a public hearing for August 21, 2017.)**

Keith Thurlow explained that there are questions regarding rock removal/rock quarries that need to be answered such as safety and setbacks. The Commission Members were in agreement to have a workshop. Ann-Marie Aubrey will check on availability for Tuesday, July 18, 2017 at 6:00 p.m. in Room 102 of the Killingly Town Hall.

XI. CORRESPONDENCE – (review/discussion/action)

1. Revised Draft – *“Conservation & Development Policies: The Plan for Connecticut 2018-2023”*. **(Commission Members should be ready to discuss this at their next regularly scheduled meeting on Monday, July 17, 2017; the State will be looking for input from the Town on or before August 1, 2017.)**

Ann-Marie Aubrey explained that the Town’s POCD is due in the year of 2020. The document provided in the packets to the Commission Members is the State’s draft. The State is asking for input. Discussion ensued. Ann-Marie Aubrey asked that the Commission Members e-mail their comments to her and she will compile them for presentation in July.

Keith Thurlow stated that the Commission needs to start its review of the Town’s POCD. He mentioned the Borderland’s Project and the Orton Family Foundation. He suggested having an interview with someone who was involved in the Borderland’s Project. Discussion ensued.

XII. OTHER

A. CGS 8-24 Referrals – (review/discussion/action)

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 – (review/discussion/action)

1. Re-Subdivision Application #11-997; Robert Uva (of 299 Bear Hill Road) requesting return of his \$20,000.00 bond posted for work completed on the common driveway of lots 2, 3, and 4 on Cindy Way (corner of Cook Hill and Cranberry Bog). Memorandum from Engineering Department stating – “The remaining work in the driveway has been completed to the satisfaction of the Killingly Engineering Department.” Copy of the memorandum is enclosed.

Ann-Marie Aubrey explained that they are only asking for the release of the Driveway Bond (\$20,000.00). The Engineering Department is satisfied as far as the driveway is concerned. The Landscaping Bond is not to be released yet.

Motion was made by Todd Nelson to approve the release of the bond for Re-Subdivision Application #11-997; Robert Uva (of 299 Bear Hill Road) requesting return of his \$20,000.00 bond posted for work completed on the common driveway of lots 2, 3, and 4 on Cindy Way (corner of Cook Hill and Cranberry Bog). Memorandum from Engineering Department stating – “The remaining work in the driveway has been completed to the satisfaction of the Killingly Engineering Department.” Second by Milburn Stone. Motion carried unanimously (5-0-0).

F. Project Completion / Mylar Filing Extension / Site Plan Extension Requests / Re-Classify Phases
None

G. Requests to Allow Overhead Utilities / Wireless Telecommunications Facility – (review/discussion/action)
None

H. Upcoming P&Z Commission Meetings – review/discussion/action

1. Next Regular Meeting – Monday, July 17, 2017
2. Next Workshop Meeting – To be scheduled for July 18, 2017
3. Next Special Meeting – To be scheduled if needed.

XIII. ECONOMIC DEVELOPMENT DIRECTOR REPORT

Elsie Bisset reported:

- Two ribbon cuttings coming up: Art's Auto Repair, 432 Putnam Pike, on Thursday, June 22, 2017; and Ace's Defense, 748 North Main Street, on Saturday, July 7, 2017
- New Stores on Main Street: Lime Light Studio – a beauty shop on Center Street; Chop Shop – a barber shop across from Town Hall; a new tattoo shop in the former tattoo shop; escape room.
- EDC will also be reviewing the State's POCD.
- Council approved the lease and development agreement with Dan Smiley for 140 Main Street. To be signed by July 1st. First floor all retail: a winery, a theatre and a brewery. Two market-rate apartments upstairs. Mr. Smiley hopes to live upstairs.

XIV. TOWN COUNCIL LIAISON REPORT

Joyce Ricci reported:

- She is very happy about the escape room.
- She is also very happy about 140 Main Street.
- NTE wants to finish the Property Agreement.
- The Fire Training Facility/Dayville Fire District wants to buy the land.
- A new Evaluation Form for the Town Manager needs to be created to replace the current one per request of some of the Council Members.

(continued on next page)

XV. ADJOURNMENT

Motion was made by Todd Nelson to adjourn at 9:18 p.m. Second by Brian Card. Motion carried unanimously (5-0-0).

Respectfully submitted,

J.S. Perreault
Recording Clerk