



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

**\*\*Tuesday\*\*, January 20, 2015**

**Regular Meeting**

**7:00 PM**

**Town Meeting Room, Second Floor**

**Killingly Town Hall  
172 Main St., Killingly**

**MINUTES**

**I. CALL TO ORDER** – Chairman, Keith Thurlow, called the meeting to order at 7:04 pm.

**ROLL CALL** – Brian Card, Milburn Stone, William Ritter, Keith Thurlow. Todd Nelson and Sheila Roddy were absent with notification.

Linda Walden stated, for the record, that Jason Charles is no longer a member of the P&Z Commission as he chose not to be reappointed when his term was up.

**Staff Present** – Linda Walden, Director of Planning & Development; Dave Capacchione, Town Engineer; Elsie Bisset, Economic Development Director.

**Also Present** – Joyce Ricci, Town Council Liaison

**II. SEATING OF ALTERNATES** – Keith Thurlow stated that William Ritter would be seated as a voting member for this meeting.

**III. AGENDA ADDENDUM** – None.

**IV. MEETING CONDUCT AND ORIENTATION** – Read by Linda Walden.

**V. CITIZENS' COMMENTS ON ITEMS NOT SUBJECT TO PUBLIC HEARING**

**Al Weiss**, Dayville and East Killingly, voiced concern for a property (235 Hartford Pike) which is for sale and is adjacent to one of his properties. He stated that the drainage ditch from Owen Bell Park (for the pond) runs through that property and there had been culvert problems. He stated that he would like to be involved in discussions regarding that property as well as for the proposed zone changes to Village Commercial.

**VI. COMMISSION/STAFF RESPONSES TO CITIZENS' COMMENTS**

Keith Thurlow stated that there will be discussion later regarding zone changes.

**VII. PUBLIC HEARINGS**

**A. Zone Change Applications** - none

**B. Special Permits** - none

**C. Site Plan Reviews** – none

**D. Subdivisions**

1. Subdivision Application #14-1097 of Spiro and Christa Haveles to create one 0.98+/- acre front lot and one 2.06+/- acre interior lot, each to contain one existing multi-family structure – ZBA

variances granted; 52 Dog Hill Road (CHaveles LLC owner); Map #130 – Lot #78; 3.04+/- total acres; Low Density Zone (Plan waivers requested)

Paul Archer, Archer Surveying, represented the Applicants who were present to answer questions. Mr. Archer provided revised plans to Linda Walden for the file and also for viewing by the Commission Members. He did a Power Point presentation.

Mr. Archer stated that the property is approximately 3.1 acres in the LD Zone and contains two buildings - one 6 units (east side) and the other 4 units (west side). Parcel history included on the plan – both built in 1969. The free split came from Lot #76 (northern parcel). They are proposing to divide the property down the east side of the four-unit property and each building would be on its own parcel. They obtained three variances:

- To allow for interior lots in the LD Zone.
- Reduction in size for the interior lot in the LD Zone.
- To allow parking within zero feet of the property line.

No development being proposed. Both parcels have existing wells. The parcel to the west is hooked-up to sewer and the parcel to the east has a septic system in the front yard. Letters from United Water (January 8, 2015) and Connecticut Water (dated January 15, 2015) in the packets to the Commission Members. He provided copies of letters from Dave Held, Provost & Rovero; and Randy Burchard, Fire Marshal.

Mr. Archer stated that the current driveway, as it exists, does meet the regulations for shared driveways. There is nothing that they can do regarding solar access as the buildings were there prior to regulations. There are no steep slopes or wetlands shown on the property (he added a note on the plan). He stated that the existing right-of-way and sewer easement is on file (Lot #76). They are proposing fee-in-lieu of open space. Platt Associates appraised the property at \$60,000.00 (as a 3.1 acre wooded lot/raw land). They ask for waiver of sidewalks and Mr. Archer described the difficulty of installing sidewalks there. He stated that the Applicants are willing to grant 25 feet off the center line of the road to the Town to create a snow shelf. If this makes the lot non-conforming, they would be willing to grant an easement of the 25 feet.

Brian Card asked who will maintain the shared driveway as it also serves Lot #76. Mr. Archer stated that the rear lot will own it and will be required to maintain it and there is an existing right-of-way already in place for Lot #76. He had given Linda Walden a copy of the access right-of-way and maintenance agreement. Linda Walden stated that there is a distance missing for the easement description. She asked if there were a back-up plan for the maintenance of the driveway if one of the properties were sold (such as a Homeowner's Association). Mr. Archer stated that there will be a maintenance agreement in place prior to signing of the mylars.

Brian Card asked how the driveway was constructed. Mr. Archer stated that it is bituminous, but it's been there for years and he did not know how it was constructed, but it is in relatively very good shape.

Public Comment:

**Jim McCall**, 41 Dog Hill Road, stated that he has no objection as long as there are no new additions to the buildings or sewer.

Keith Thurlow summarized:

- Fee-in-lieu of Open Space
- Waiver requested for Sidewalks
- Waiver requested for Design Standards
- Waiver requested for E&S Control Plan
- Waiver requested for Architectural Drawings
- Waiver requested for Cultural Management Plan

Linda Walden's Comments:

- Lot #78 Easement Description distance missing for width;
- Also include (for clarity) reference to proposed Lot #78-1 and the subdivision on file in Town Clerk's Office;
- Maintenance Agreement required to be reviewed by Staff and approved by the Town Attorney and on file prior to filing of mylars;
- If the 25-feet makes the front setback non-conforming, it is the Town's responsibility (since it is for roadway purposes) to seek the variance on behalf of the property owner, so there would be no charge for the ZBA application. This can be handled through the subdivision process.
- Open space fee-in-lieu can be done in a lump sum or at time that each lot transfers. Mr. Archer stated that they propose that it be per lot at time of transfer.

Brian Card asked for another explanation of the 25-feet off the center line of the road to construct a snow shelf. Mr. Archer explained and indicated on the map. Linda Walden explained that it would be lot area vs. setback scaling off approximately 120 feet from the front property line to the existing apartment dwelling. Minimum setback in this Zone is 40 feet.

Motion by Milburn Stone to close Subdivision Application #14-1097 of Spiro and Christa Haveles to create one 0.98+/- acre front lot and one 2.06+/- acre interior lot, each to contain one existing multi-family structure – ZBA variances granted; 52 Dog Hill Road (C Haveles LLC owner); Map #130 – Lot #78; 3.04+/- total acres; Low Density Zone (plan waivers requested). Second by William Ritter. Motion carried unanimously.

**E. Other – none**

**VIII. UNFINISHED BUSINESS**

**A. Zone Change Applications - none**

**B. Special Permits - none**

**C. Site Plan Reviews - none**

**D. Subdivisions**

1. Subdivision Application #14-1097 of Spiro and Christa Haveles to create one 0.98+/- acre front lot and one 2.06+/- acre interior lot, each to contain one existing multi-family structure – ZBA variances granted; 52 Dog Hill Road (CHaveles LLC owner); Map #130 – Lot #78; 3.04+/- total acres; Low Density Zone (Plan waivers requested)

Motion by Brian Card to approve Subdivision Application #14-1097 of Spiro and Christa Haveles to create one 0.98+/- acre front lot and one 2.06+/- acre interior lot, each to contain one existing multi-family structure – ZBA variances granted; 52 Dog Hill Road (C Haveles LLC owner); Map #130 – Lot #78; 3.04+/- total acres; Low Density Zone (plan waivers requested) with the following conditions:

- Fee-in-lieu of open space in the amount of \$6,000.00 with half to be paid upon each lot transfer;
- Sidewalks waived with the condition that a 25-foot strip from the centerline of the roadway be granted to the Town for the construction of a future snow shelf;
- Driveway maintenance agreement be put in place and reviewed by Staff and Town Attorney prior to filing of mylars;
- Correction to be made to the easement description (distance for width) for Lot #78 and to include reference to proposed Lot #78-1 and the subdivision (on file in the Town Clerk's office) as noted by Town Staff.

Second by Milburn Stone.

Discussion regarding open space and the property being granted to the Town for the construction of the snow shelf.

Roll Call Vote: Brian Card – yes; William Ritter – yes; Milburn Stone – yes; Keith Thurlow – yes. Motion carried 4-0.

2. Request by Michael Ott, PE, LS, on behalf of 75 Tucker District Road LLC, owner for dissolution of Subdivision #10-459 of PSK Reality, LLC to return a 19-lot flexible subdivision to one lot; 75 Tucker District Road; 56.735 +/- acres; Rural Development Zone

Michael Ott, Professional Engineer and Surveyor, Killingworth, CT, represented the Applicant. Mr. Ott explained that the current status of the property is that the strip of land for highway purposes is now owned by the Town; the granted conservation easement has been executed and recorded, but not acted on by Town Council; and there were a couple of drainage easements and an easement for fire protection that were shown of the subdivision map that had not been granted (no paperwork has been done). He stated that the Applicant would like to dissolve the subdivision approval, leave the strip of land that was conveyed for highway purposes with the Town, not have the Town continue with finalizing the grant of the conservation easement, and because the Town now has that strip of land for highway purposes, the Applicant would be willing to grant the drainage easements to the Town. He stated that they would prepare maps and easement documents to show on the land records to document (so it would be clear) what happened with this parcel.

Linda Walden read Resolution #15-2 from Town Council dated January 13, 2015, signed by John Hallbergh, Jr., Town Council Chairman.

Linda Walden noted, for the record, that if the Town receives the property for the fire protection, it is not being considered under any obligation to supply fire protection structures. It would be reserved for those purposes, but because there are fire districts in Town, it would be future action on the part of the fire district if they believed they could utilize that property for fire protection.

Mr. Ott stated that the last instruction to him from the Applicant were that they would like to grant the drainage easements, but not the fire protection easement. He stated that they may have been concerned that they may have been obligated to make the improvements.

Discussion ensued. Linda Walden advised that it would be better to have everything resolved prior to making a motion to dissolve the subdivision.

Mr. Ott stated that the fire protection easement is completely in wetlands and that he would "go out on a limb" and say that the Applicant would grant it as long as it's on the record that they would not have to make improvements.

Linda Walden stated that, based on the court appeal, the one item remanded back to the Commission by the Judge was to address fire protection. When the Applicant came in to address that remand, prior to returning to the P&Z Commission, there was a return to the Wetlands Commission to get approval to deepen that area for water storage. So, the Wetlands approvals will be in place (remain in effect for 14 years). After 14 years, extensions would need to be granted. The East Killingly Fire District did not want to be responsible for the long-term maintenance of an underground cistern. Therefore, the Commission utilized mutual aid as the fire protection.

Brian Card asked Mr. Ott if they had approached the fire district to see if they would be interested in that easement. Mr. Ott stated that they did not.

Motion by Brian Card to dissolve Subdivision #10-459 of PSK Reality, LLC to return a 19-lot flexible subdivision to one lot; 75 Tucker District Road; 56.735 +/- acres; Rural Development Zone and relinquish the conservation easement as filed in the Killingly Land Records (Volume 1278, Page 555) and encompassing approximately 30.455 acres with the granting of the easements for the drainage and the fire protection, along Tucker District Road acknowledging that the fire protection systems are not a requirement of the property owner and that it is there for the future benefit of the fire district, and with the understanding that all legal costs and filing fees are to be borne by the subdivision owner, and that a plan depicting these items discussed will be filed with the Town. Second by William Ritter.

Motion by Milburn Stone to waive the rules to allow Michael Ott to speak during discussion of Motion 3. Second by William Ritter. Motion carried unanimously.

Mr. Ott stated, for the record, that the drainage easements spoken of are along the frontage on Tucker District Road and not the ones that were proposed interior to the parcel associated with the proposed subdivision roads which now won't be constructed. Brian Card stated that he added the phrase "along Tucker District Road."

Roll Call Vote on Motion 3: William Ritter – yes; Milburn Stone – yes; Brian Card – yes; Keith Thurlow – yes. Motion carried 4-0.

**E. Other**

1. Mixed Mill Use Development District Proposed Amendments – Ralph Wilmer, FAICP, VHB - (review/discussion/action)

Ralph Wilmer, FAICP, Senior Planner with VHB, did a Power Point presentation and gave an overview of the suggested changes/potential revisions to the MUDD Regulations. They looked at the regulations as they are currently laid out, they interviewed most of the property owners to get a sense as to what issues they have, they looked at similar types of provisions in Connecticut, New England, and around the country to see what works and what doesn't work, they met with Staff and EDC, and they came up with drafts. He stated that the structural condition and environmental concerns of the buildings makes restoring, rehabilitating, and maintaining these buildings prohibitive, as well as the process itself.

Mr. Wilmer went over the following:

- Removed provisions regarding water supply to another section.
- Added definitions: Concept Plan, Mixed Use.
- List of Allowable Uses for a more positive tone.
- List of Uses Allowed by Special Permit.
- Moved provision for Erosion and Sedimentation Control.
- Added Mixed Use (vertical/multi-story) – Residential dwellings cannot be located on ground floor.
- Took out existing section on prohibited uses.
- Added design-oriented standards to Performance and Compatibility Standards to provide guidance and flexibility.

Keith Thurlow asked why there is no mention of industrial. Mr. Wilmer stated that they are not specifically listed in this draft and that the type of development that is more likely to occur is in the categories mentioned.

Elsie Bisset stated that most would not be redeveloped as industrial, except for the one on Hartford Pike. They would mostly be light industrial uses, retail and residential. She stated that industrial is not specifically listed, but it is not prohibited because prohibited was taken out.

Linda Walden explained the intent of the MUDD. She explained that with permissive regulations, unless a use is allowed as a permitted or special permitted use it would not be allowed. Keith Thurlow asked if the mill owners and EDC were alright with that.

Motion by William Ritter to open the floor to allow Dale Desmarais, Chairman of the EDC, to speak regarding the Mixed Mill Use Development District Proposed Amendments. Second by Milburn Stone. Motion carried unanimously.

Dale Desmarais, Chairman of the EDC, stated that they have discussed this many times and were under the assumption that small manufacturing would be allowed if they met the criteria. Keith Thurlow stated that this seems to have gotten off track from being diverse. Mr. Desmarais stated that the mills were still standing when this started and that the purpose is ease the regulations to keep the mill owners from walking away and keep the taxpayers from having to pay to clean these places up. Mr. Desmarais stated

that the consensus of the EDC is that they want something to happen with these mills before they are totally gone. He agreed that these amendments do not make it easier. He stated that the only place suitable for industrial would be the property on Hartford Pike. He thinks the EDC would support industry if it would go out there.

Milburn Stone stated that these regulations have a “boutique attitude” toward the use of old mills.

Mr. Wilmer clarified that it is not necessarily intended to be a mixed-use district, it’s just to allow greater flexibility and that light industrial could be added either by right or by special permit which would offer developers a greater range of options than they currently have now.

Keith Thurlow stated that he would be in favor of some form of industry being allowed.

Discussion ensued. Linda Walden mentioned that the intent of the original MUDD regulations was to retain the mill structures, but it is now recognized that most of the mill buildings are not salvageable. She added that if it is necessary for a mill structure to be demolished and started again from scratch, these proposed regulations would allow it.

Mr. Desmarais stated that the regulations weren’t working so the intent, over ten years ago, was to simplify the regulations to make them work, but the buildings were in much better shape back then.

**Al Weiss**, Dayville and East Killingly, stated that things should be kept moving in a positive direction to get something going particularly to the site that is the gateway to the community. He stated that some architectural elements should be maintained of what was there originally. He mentioned the importance of cleaning up the streetscape.

Mr. Wilmer continued:

- Added provisions regarding vehicular traffic and compatibility standards beefing up pedestrian/bicycle-related accommodations promoting pedestrian safety and access.
- Cross-referenced existing ordinances for noise to be consistent.
- Beefed up lighting standards.
- Residential Use Restrictions – Simplified initial requirement that the buildings be reconstructed/rehabilitated.

Brian Card suggested that verbiage be included for the purpose for the assessment for residential development.

Brian Card mentioned that all density requirements for residential development were eliminated.

Mr. Wilmer continued:

- Reduced minimum size for residential units in complexes from 800 s.f. to 600 s.f. to provide more flexibility.
- Increase maximum lot coverage from 50% to 60% and, if special permit from 60% to 70%.
- Increased height restriction – now allowing up to 50 feet.
- Waste disposal and deliveries, etc. - made consistent with Killingly regulations.
- Parking – provisions for more flexibility.
- Application and Permit Procedures/Concept Plan more streamlined.

Brian Card’s comments:

- Include some Light Industrial/Little Heavier Commercial Uses. Current draft reads like an enhancement VC.
- Architectural Style overboard – Change to “may be required, if feasible.” Any new building?
- Under Subdivision – Don’t cut out the contaminated piece. Process to clean up.
- Design Standards – Seem to apply to all uses being proposed - Some not applicable.
- Traffic and Driveways – look at language.

- Structural Assessment
- Density Issue

William Ritter and Milburn Stone agree with Brian Card's comments.

Brian Card stated that he feels it is moving in the right direction, but some issues need to be addressed.

Discussion ensued.

Linda Walden asked if the Commission is happy with the structure of the proposed draft with the allowed uses that are site plan review only and special permit for some of the uses. If the Commission feels more uses should be included, she asked if EDC would mind coming up with more uses that they feel are appropriate. She asked that they not confuse the replication of the style with the replication of the building.

Some P&Z Commission Members will attend the next meeting of the EDC on February 3, 2015, at 5:00 pm for a workshop. Those who cannot attend, can e-mail ideas/suggestions to Elsie Bisset.

Motion by Brian Card to move Item:

**IX. NEW BUSINESS**

**D. Subdivisions**

1. Subdivision Application #15-1098 of Robert Uva for two residential lots; 185 Geer Road; Map #163 – Lot #12; 6.4+/- total acres; Rural Development Zone: **The applicant requests that the preliminary review be held this evening. Receive, and if the application is complete, decide on a site walk and/or public hearing and schedule for Tuesday, February 17, 2015**

to after Item:

**VIII. UNFINISHED BUSINESS**

**E. Other**

1. Mixed Mill Use Development District Proposed Amendments – Ralph Wilmer, FAICP, VHB - (review/discussion/action)

Second by Milburn Stone. Motion carried 3-0. William Ritter had stepped out of the room for a moment.

**IX. NEW BUSINESS**

**D. Subdivisions**

1. Subdivision Application #15-1098 of Robert Uva for two residential lots; 185 Geer Road; Map #163 – Lot #12; 6.4+/- total acres; Rural Development Zone: **The applicant requests that the preliminary review be held this evening. Receive, and if the application is complete, decide on a site walk and/or public hearing and schedule for Tuesday, February 17, 2015.**

Norm Thibeault, Killingly Engineering Associates, represented the Applicant and gave a posterboard preliminary presentation. Proposing two building lots, western boundary is the centerline of Mashentuck Road. Have approvals for the two single-family homes from the Health Department and Inland/Wetlands Commission. Mr. Thibeault asked the Commission Members if they prefer open space or fee-in lieu. He stated that Mr. Uva would propose to put the wetland areas all the way to Mashentuck Brook into conservation if the Commission finds that acceptable.

Keith Thurlow asked why the driveway is off of Mashentuck Road. Mr. Thibeault stated that there is a steep drop-off that would require a lot of fill on Geer Road and there is a nice flat approach from Mashentuck Road which will require minimal earth work.

Brian Card stated that he is leaning toward the fee-in-lieu of open space.

Linda Walden's comments:

- She asked the Agriculture Commission for an advisory opinion. This is State importance prime farmlands so their concern is that they would prefer that it stay agricultural. She wanted to make the Commission and the Applicant aware that there is agricultural language in the regulations.
- The Mashentuck Brook watershed area – Approximately 20 years ago the Town received assistance from the National Resource Conservation Service – that area is held in high esteem/value by the community. There are archeological concerns also. The Native American presence along Mashentuck Brook has been strongly documented. She will contact Nick Bellantoni's replacement to see if he would want to do a site walk.

Motion by Brian Card to receive Subdivision Application #15-1098 of Robert Uva for two residential lots; 185 Geer Road; Map #163 – Lot #12; 6.4+/- total acres; Rural Development Zone and schedule public hearing for Tuesday, February 17, 2015, 172 Main Street, Second Floor, 7:00 pm. Second by William Ritter. Motion carried unanimously.

Motion by Brian Card to move Item:

**IX. NEW BUSINESS**

**E. Other**

1. Request dated January 13, 2015 from Thomas Dziki for discussion of Section 555 - Multi-Family Development regulations - (review/discussion/action).

to after Item:

**IX. NEW BUSINESS**

**D. Subdivisions**

1. Subdivision Application #15-1098 of Robert Uva for two residential lots; 185 Geer Road; Map #163 – Lot #12; 6.4+/- total acres; Rural Development Zone: **The applicant requests that the preliminary review be held this evening. Receive, and if the application is complete, decide on a site walk and/or public hearing and schedule for Tuesday, February 17, 2015** which had been moved up on the Agenda.

Second by William Ritter. Motion carried unanimously.

**IX. NEW BUSINESS**

**E. Other**

1. Request dated January 13, 2015 from Thomas Dziki for discussion of Section 555 - Multi-Family Development regulations - (review/discussion/action).

Tom Dziki, Brooklyn, CT, stated that he has an interest in building a multi-family development (3-story) somewhere in northeast Connecticut and has been exploring land opportunities on the Route 12 corridor in Killingly south of Route 101. The area he is looking at is in served by water and sewer, but it is in the LD Zone where the density requirement would not work for his project. He is asking the Commission to consider a zone text change (letter dated January 13, 2015, included in packets to the Commission Members).

Linda Walden explained that there is a discrepancy between the regulations (maximum of 5 acres for multi-family developments) and the version that is online (which does not specify a maximum acreage). She researched and believes the definition is still in the regulations and that there was an error made when it was transposed over to online.

Mr. Dziki stated that his project would contain 30 to 50 units and he mentioned that there is a need for good apartments to attract and retain young professionals in the community.

Keith Thurlow stated that the Commission needs to look at and address sections in the regulations and Brian Card stated that he would be open to discussion. The other Members present did not object.

Mr. Dziki will work with Linda Walden to bring a proposal for potential text change to underlying multi-family development or LD Zone (in draft form) to the Commission for a preliminary/workshop meeting.



2. Discussion and Direction on Remaining Plan of Conservation and Development Zone Map Changes (review/discussion/action)
  - a. Continuation of Hartford Pike, Dayville area – Five Mile River east to I-395
    - i. GC/VC Non-conformity Table Review
    - ii. Killingly Historic District Commission – January 15, 2015 meeting

Linda Walden stated that the Killingly Historic District Commission was unable to meet in January due to lack of quorum. The Chairwoman asked if Linda could come to the February meeting, but Linda felt it was not appropriate to wait another month and, therefore, gave an explanation to the Chairwoman and told her that if Members have any input, they can give it up to the close of public hearing. Linda Walden reviewed potential VC uses with the Chairwoman and the only one she reacted to was the vehicle car repair service. Linda Walden stated that every effort was made to meet with the Historic District Commission and that it is up to the P&Z Commission if they want to schedule public hearing.

Discussion.

Brian Card stated that Elsie Bisset was supposed to talk with the two bank properties (General Commercial) to see if they had any issues. Elsie Bisset stated that she spoke with the manager of Savings Institute who did not see any problem.

Motion by Milburn Stone to schedule public hearing to consider the zoning changes for the area between I-395 Exit 93 and Soap Street from existing PBO and MD to VC excluding the two bank properties (Savings Institute and Jewett City Savings Bank). It was seconded (above) by William Ritter.

Motion carried unanimously.

- b. Review of additional zone change areas – None.

#### **IX. NEW BUSINESS**

**A. Zone Change Applications** - none

**B. Special Permits** - none

**C. Site Plan Reviews** - none

#### **D. Subdivisions**

1. Subdivision Application #15-1098 of Robert Uva for two residential lots; 185 Geer Road; Map #163 – Lot #12; 6.4+/- total acres; Rural Development Zone: **The applicant requests that the preliminary review be held this evening. Receive, and if the application is complete, decide on a site walk and/or public hearing and schedule for Tuesday, February 17, 2015 – See Above.**

#### **E. Other**

1. Request dated January 13, 2015 from Thomas Dziki for discussion of Section 555 - Multi-Family Development regulations - (review/discussion/action) – See Above.

#### **X. ADOPTION OF MINUTES**

1. Regular Meeting of December 15, 2014

Motion by Brian Card to approve the Minutes of Regular Meeting of December 15, 2014. Second by William Ritter. Motion carried unanimously

**XI. CORRESPONDENCE** – None.

#### **XII. OTHER**

**A.** CGS 8-24 referrals – None.

**B.** Zoning Enforcement Officer's Report – None.

- C. Zoning Activity Review – None.
- D. Building Office Report – None.
- E. Bond releases/reductions/calls
- 1. Request dated January 13, 2015 from Robert Uva for partial bond release for work completed on the private common driveway known as Cindy Way off Cook Hill Road - (review/discussion/action)

Dave Capacchione stated that Engineering is okay with the partial release.

Motion by Brian Card to approve request dated January 13, 2015, from Robert Uva for partial bond release for work completed on the private common driveway known as Cindy Way off Cook Hill Road retaining \$20,000.00 for Cindy Way, and also retaining the E&S control for Lots 5 and 6. Second by William Ritter. Motion carried unanimously.

- F. Project completion/mylar filing extension requests – None.
- G. Request to allow overhead utilities – None.
- H. Annual Meeting
  - 1. Election of Officers

Linda Walden stated that she had checked with Sheila Roddy, current Secretary for the P&Z Commission, to see if she would be willing to serve for another year. Sheila said that she would. Linda Walden mentioned that Keith Thurlow is the current Chairman and Brian Card is the current Vice Chairman. She asked if they would be willing to serve another year.

Motion by Milburn Stone to elect the same slate of Officers: Keith Thurlow – Chairman; Brian Card – Vice Chairman; Sheila Roddy - Secretary. Second by William Ritter. Motion carried unanimously.

2. Review of By-laws

There were no issues.

3. Attend to other organizational business as the Chair deems appropriate

- I. Upcoming P&Z meetings - **Next Regular Meeting – \*Tuesday\*, February 17, 2015**. Keith Thurlow stated that there may be some workshops coming up.

**XIII. ECONOMIC DEVELOPMENT DIRECTOR**

Elsie Bisset reported:

- EDC is not making a recommendation regarding solar at this time.
- EDC made some suggestions to the Ordinance Subcommittee regarding blight.
- Norm Abram (This Old House) and people from Sturbridge Village visited the Killingly High School Career Center.
- Downtown Streetscape lights are partially lit. Waiting for CL&P to illuminate the rest.
- The KBA with Recreation and Westfield Church were successful with the New England Christmas in Killingly event on December 17<sup>th</sup>.

**XIV. COUNCIL LIAISON**

Joyce Ricci reported:

- Council approved the required federal policies for the Community Development Block Grant.
- Approved acceptance of both sides of Rock Avenue (Route 12) to make the intersection bigger. It is difficult for trucks to turn.
- Blight Ordinance approved with changes. Scheduled for public hearing.

- Tax evaluations being challenged were discussed.

**XV. ADJOURNMENT**

Motion by William Ritter to adjourn at 10:20 pm. Second by Milburn Stone. Motion carried unanimously.

Respectfully submitted,

J.S. Perreault  
Recording Clerk