TOWN OF VERNON
Planning & Zoning Commission (PZC)
Meeting Minutes – *APPROVED*
Thursday, February 18, 2016
7:30pm
Council Chambers, Third Floor
Memorial Building
14 Park Place, Vernon, CT

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1. **Call to Order & Roll Call**

- Meeting was called to order by Chairman Charles Bardes at 7:30pm.
- **Regular members present:** Wes Shorts, Roland Klee sitting for Hector Reveron, Peter Hobbs, Susan Reudgen, Charles Bardes and Ronald Scussel.
- **Staff Present:** Marina Rodriguez, Town Planner
- **Recording Secretary:** Audrey Lanz

2. **Administrative Actions / Requests**

2.1 Amendment / Adoption of Agenda - Additional business to be considered under agenda item #5 "Other Business".

- Moving agenda item 4.1 up to item #2.4

2.2 Communications received NOT related to agenda items.

- A letter from the DOT in regards to the Old Talcott Mill, 47 Main Street Vernon.

2.3 Acceptance of Minutes from PZC meetings 12/17/2015, 1/21/16 and 2/11/16 special meeting.

Susan Reudgen made a motion to accept the minutes of PZC 12/17/15. Wes Shorts seconded the motion and the motion passed unanimously.

Roland Klee made a motion to accept the minutes of PZC 1/21/16. Peter Hobbs seconded the motion and the motion passed with one abstention from Wes Shorts who was not at that meeting.

Peter Hobbs made a motion to accept the minutes of PZC Special Meeting 2/11/16 with two corrections: the Commission members who attended the meeting need to be added and the presentation was not handed out that night but emailed at a later date. Susan Reudgen seconded the motion to accept the corrected minutes and the motion passed with two abstentions from Roland Klee and Ronald Scussel as they were not at the meeting.

2.4 Town Policy on the filming of Public Meetings.

- Town Attorney Martin Burke and Attorney Luce Spadaccini were present to give a background on this policy and why the Town wants to adopt it.
- Discussions ensued on the FOIA, where the cameras could be placed and what gets recorded if cameras are in the back of the room.
- Mike Winkler, 20 Gottier Drive, spoke in opposition of the policy.

Wes Shorts made a motion to adopt the policy on filming at town meetings. Susan Reudgen seconded the motion and the motion passed with one opposition from Ronald Scussel. Chairman Charles Bardes will sign and date the policy and Town Planner Marina Rodriguez will hand it in to the Town.

3. Public Hearings and Action on Applications

3.1 Application (PZ-2016-01) of Talbott Partners, LLC for a site plan / special permit to construct a Multi-Family housing facility / commercial project at #243 & #253 Talcottville Road (Assessor's ID: Map #10, Block #0004, Lot / Parcel #0009B & Map #03, Block #0004, Lot / Parcel #00009).

- Chairman Charles Bardes opened the Public Hearing at 8:10pm.
- Town Planner, Marina Rodriguez, read the Public Notice into record.
- The following Staff & Advisory comments were included with the agenda packet:
  - Fire Marshall's Report dated 1/22/2016
  - Wetlands Enforcement Officer's report dated 1/25/2016
  - Building Approval dated 1/22/2016
  - Health District Report dated 1/27/2016
  - Zoning Enforcement Officer's report dated 1/28/2016
  - Design Review comments dated 2/8/2016
  - Town Planner's review dated 2/9/2016
  - Traffic Authority dated 2/11/2016
  - Conservation Commission comments dated 2/16/2016
  - Town Engineer comments dated 2/18/2016
  - North Central Conservation District dated 2/18/2016
  - A letter to the PZC from the Hockanum River Linear Park dated 2/18/2016
- Attorney Leonard Jacobs presented the application to the Commission.
- Patrick O'Leary, project engineer from VHB, walked the Commission through the site plans.
- There are 9 multifamily buildings with a total of 300 individual units being constructed in the back portion of the site.
- 6 of the multifamily buildings will be 3 stories high and 3 of the multifamily buildings will be 4 stories high.
- The 4 story buildings will have elevators.
- There are 4 commercial buildings that will be built on the front portion of the site.
- The use of the 4 commercial buildings has not been confirmed.
- The applicant suggested that 2 retail, 1 bank and a full service restaurant could occupy the commercial buildings.
- A smaller copy of the site plans was handed out to Commission members.
- 180 one bedroom units and 120 two bedroom units are proposed for the site.
- Patrick O'Leary, project engineer, explained the storm water runoff system which uses an underground filtration system.
- 2 maintenance sheds and a clubhouse with a pool are also being constructed on the property.
- There are a total of 815 parking spots for both the commercial and residential sites.
- 9 of the proposed parking spots are designated for the Hockanum River Linear Park Trail with an easement to the river.
- The applicant will widen the trail to 8feet and cover it with stone dust.
- A discussion ensued on the additional traffic through the day.

- The westerly side of route 83 in front of the site will be widened to accommodate turning only lanes.
- Land will only be used in front of the site to widen the road, no land will be used on the opposite side.
- A signal light will be installed at the site's main entrance across from Allen Drive.
- The other access to the property will be a right in right out only.
- A turnout will be constructed to allow school buses to safely pull off for loading and unloading of school kids.
- The HVAC units for each apartment will be contained in the balconies.
- The commercial buildings will house their HVAC on the roof behind parapets.
- The following are the special permits that the applicant applied for:
  - Sec. 4.24.4.3.2, Sec. 4.24.4.3.5, Sec. 4.24.4.3.6, Sec. 4.24.4.3.7, Sec. 4.24.4.3.9, Sec. 4.24.4.3.13, Sec. 4.24.4.3.15.1, Sec. 4.24.4.3.15.2, Sec. 4.24.4.3.15.3, Sec. 4.24.4.3.15.4, Sec. 4.24.4.3.15.5, Sec. 4.24.4.3.15.6, Sec. 4.24.4.3.15.7, Sec. 4.24.4.3.15.8, and Sec. 4.24.4.3.15.9.
- The smallest apartment will have a square footage of 800 feet and the largest unit will have a square footage of 1,100 feet.
- A discussion ensued on personal storage units.
- Any further questions about this application can be directed to Town Planner Marina Rodriguez and she will pass them on the Attorney Leonard Jacobs.

Chairman Charles Bardes recessed the Public Hearing on Application (PZ-2016-01) until the next regularly scheduled PZC meeting on March 3, 2016.

Chairman Charles Bardes called a 5 minute recess at 10pm. The commission meeting resumed at 10:05pm.

4. Other Business

4.1 Town Policy on the filming of public meetings.

- Moved to item #2.4

4.2 Receipt of Application

4.2.1 Application (PZ-2016-02) of Leung Ching Kwok for a special permit / site plan of development at #206 Talcottville Road (Assessor's ID: Map #10, Block #152, Lot / Parcel #37).

The Public Hearing for Application (PZ-2016-02) is scheduled for March 17, 2016.

4.2.2 Application (PZ-2016-03) of Kaplan Millworks, LLC for a special permit / site plan of development at #161 & #200 West Main Street (Assessor's ID: Map #22, Block #58, Lot / Parcel #13 and Map #22, Block #59, Lot / Parcel #1).

The Public Hearing for Application (PZ-2016-03) is scheduled for March 3, 2016. Commissioner Peter Hobbs is excusing himself from this application.

4.2.3 Application (PZ-2016-04) of Swiss Laundry of Rockville, Inc. for a modification of an approved site plan & site plan of development / special permits for an expansion of the existing Swiss Laundry at #4 & #6 Regan Street

(Assessor's ID: Map #22, Block #41, Lot / Parcel #3 and Map #22, Block #41, Lot / Parcels #17 & 18).

The Public Hearing for Application (PZ-2016-04) is scheduled for April 7, 2016.

4.2.4 Application (PZ-2016-05) of Arno Groot (Union Church) for a special permit to replace interior of the existing sign at #3 Elm Street (Assessor's ID: Map #23, Block #0106, Lot / Parcel #00014).

The Public Hearing for Application (PZ-2016-05) is scheduled for March 17, 2016.

4.2.5 Application (PZ-2016-06) of Eric Osterday for a special permit for a Religious facility at #38-42 East Main Street (Assessor's ID: Map #40, Block #90, Lot / Parcel #1A).
The Public Hearing for Application (PZ-2016-06) is scheduled for April 7, 2016.

4.3 Additional Business to be considered should be introduced under PZC meeting agenda item "#2.1 Amendment / Adoption of Agenda" at the beginning of the meeting.

- Chairman Charles Bardes has asked Marina Rodriguez, Town Planner, if all materials relevant to individual applications could be sent with the corresponding agendas and not when receiving the application. Information gets lost, forgotten or left at home when sent too early. The Commission would also like to make sure all material is provided by the applicant so the Commission can review the plans and be ready on the night of the public hearings.

- When a Public Hearing is scheduled, if the Commission members could please let the Town Planner know if they are coming or not, to ensure a quorum to properly run a Public Hearing.

5. Adjournment

Wes Shorts made a motion to adjourn the meeting. Susan Reudgen seconded the motion and the meeting adjourned at 10:28pm.

Respectfully Submitted,

Audrey Lanz

Audrey Lanz
Recording Secretary