

**Planning & Zoning Commission
Approved Minutes
February 3, 2021**

Chairman Graveline called to order the Regular Meeting of the PZC @ 7:04 p.m. The meeting was a Virtual Meeting by videoconference via GoToMeeting as authorized by Executive Orders 7B and 7I. The meeting began with the Pledge of Allegiance.

Attending:

A roll call for attendance was taken by Land Use Inspector, Mary Barton.

Via Online: G. Graveline, A. Havican, M. Dreher, Ryan Russell, B. Albert,

Members Absent: Jim Kollcinaku, Jack Crumb, S. Duffany

Also, in Attendance via online: Mary Barton Land Use Inspector and Rosalyn Moffo, PZC Clerk and other callers were on the line.

Chairman Graveline sat Bob Albert for S. Duffany.

Approval of Minutes:

Motion made by A. Havican, seconded by M. Dreher to approve the minutes of 1/6/2021. **Unanimous.**

Correspondence:

Land Use Inspector, M. Barton advised the PZC that on 3/6/2021 the bi-annual Bar Assc. Seminar that is usually held at Wesleyan University will be held virtually this year. The seminar is a daylong event from 9 to 4, with many presenters. M. Barton asked the PZC if they would like to attend; the cost is \$40 per attendee which will be reimbursed. After discussion, **Motion** made by B. Albert, seconded by R. Russell to place the verbal correspondence information on file. **Unanimous.**

Public Participation: None

New Business:

PZC Budget 2021-2022:

Item	Adopted 2020-2021	Proposed 2021-2022
#5600-00 Engineer	\$1,500.00	\$1,500.00
#5600-01 Meeting Clerk	\$5,000.00	\$5,000.00
#5600-02 Supplies	\$ 200.00	\$ 200.00
#5600-03 Meetings & Seminars	\$ 450.00	\$ 450.00
Total	\$7,150.00	\$7,150.00

Discussion was held on Engineering costs, Consultant fees and reviews. After discussion, **Motion** made by B. Albert, seconded by A. Havican to approve the PZC Budget for 2021-2022 in the amount of \$7,150.00. **Unanimous.**

Public Hearing: None

Old Business:

Discussion on Affordable Housing – M. Barton advised that she had spoken with Joanna Ragalski, the senior planner at N.V.C.O.G. M. Barton stated that per State Statutes, the STofCT is requiring all towns to have an affordable housing plan in place by July 2022. M. Barton continued that if the PZC wanted to consider and amend the POCD, this could push the date beyond the 2024-year mark to extend the POCD for 10 years. M. Barton stated that information had been taken from the 2010 Census, showing that the Town of Prospect is at 1.7 percent. M. Barton continued that she was not aware if the information included the 55 units at Regency at Toll Bros, the two families at Rozum Circle and Cook Rd. The discussion continued with the PZC asking M. Barton to create a listing of affordable housing including the mobile home park, mixed uses in the business zone, renters and the 55 affordable

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units at Regency at Toll Bros. Chairman Graveline also asked to consider the Accessory living units. Questions were raised as to considering rentals of the Accessory Living Units. M. Barton questioned if the PZC wanted to consider hiring an outside source such as Milone & MacBroom to do the research or to keep it inhouse. M. Dreher commented on creating a new updated current list of affordable housing that would meet the State statutes. A. Havican suggested to start with the basics and keep the research inhouse at this time. M. Barton stated that she will be in touch with the Waterbury Housing Authority for their suggestions.

Text Amendments – On Going. The Zoning Regulations have been updated with indexing and amendments; the original diagrams will also be included. M. Barton stated that she will send a draft of the regulations to J. Crumb and R. Russell.

Land Use Inspector's Report:

-Toll Bros. Emergency Generators: M. Barton explained that she had been reviewing the Toll Bros. file as Toll Bros. plans to be out of the area by June. M. Barton stated there is still a concern with the emergency generators and has been in contact with the Town's Attorney Jennifer Yoxall. Attorney Yoxall asked for a copy of the plans and the documents corresponding to the generators. M. Barton stated that after reviewing the plans, there is documentation on file from February 2006 indicating the alarms for generators; the construction detail sheets of each phase also have this information. There is no indication that the generators would be eliminated.

-Line of Credit for Phases 5 & 6 of Toll Bros: M. Barton advised that the line of credit for Phase 5 has been revised; also, for Phase 6, but asked the PZC to consider holding the Bond on Phase 6 as there are concerns as to funding for road repair and other items that may not have been completed.

-16 Old Logtown Rd: M. Barton stated that though she had been working with the homeowner. Several Commissioners advised that the property is in disrepair more so than previously. M. Barton stated that she would need to begin again. After discussion with the PZC, Chairman Graveline advised to proceed forward with the Town's Attorney. The Commissioners stated they have been more than fair. Both the PZC and M. Barton has tried to work with property owner for over the past 4 years.

Motion made by A. Havican, seconded by R. Russell to place the verbal report of the Land Use Inspector on file. **Unanimous.**

Public Participation:

-111 Waterbury Rd: M. Barton advised that she has been in contact with, Brian Cunningham, the engineer noting that the property owner, Mr. Hoxha, would need to come up with a remediation plan, hiring a contractor, to take the fill off of the property as the material would need to be tested. M. Barton continued that the property owner needs to provide the Wetlands Commission with the name of the contractor, a timeframe and where the material is going. Chairman Graveline advised that once Wetlands is satisfied, then the property owner would need to come before the PZC again. Chairman Graveline advised for M. Barton to contact Attorney Yoxall to send a letter to the property owner.

-44 Waterbury Rd: Chairman Graveline advised that he had been contacted by a concerned citizen and questioned if the restaurant failed, would the restaurant turn into a Café? M. Barton advised that the STofCT Liquor Permit would need to be crafted with conditions.

-69 Waterbury Rd: M. Barton stated that the original DMV permit expired and she had signed a new permit again. The PZC commented that the property looks better than before, but M. Barton was not sure if everything was in place to open.

Adjournment:

Motion made by A. Havican, seconded by B. Albert to adjourn the meeting. **Unanimous.** The meeting adjourned @ 7:54 p.m.

E. Gil Graveline
PZC Chairman