



# TOWN OF THOMPSON

Planning & Zoning Commission

P.O. Box 899  
North Grosvenordale, CT 06255  
PHONE: 860-923-9475  
E-MAIL: [planner@thompsonct.org](mailto:planner@thompsonct.org)

## PZC **SPECIAL** Meeting Minutes

Wednesday, April 3 2024, 7 pm Hybrid format: in-person at Town Hall and on Zoom

**Zoom Recording:** [https://us02web.zoom.us/rec/share/X704AAp--lwsYh88PAVovDfDYPrjv-gFXTKfDcg-cAtyacem\\_WfkogQC-LjJamtt.hzfo4VZotKbdPDy\\_?startTime=1712185209000](https://us02web.zoom.us/rec/share/X704AAp--lwsYh88PAVovDfDYPrjv-gFXTKfDcg-cAtyacem_WfkogQC-LjJamtt.hzfo4VZotKbdPDy_?startTime=1712185209000) **Passcode: J3o?VwcE**

**YouTube Recording:** <https://www.youtube.com/watch?v=pA8DCXR4uYA>

### 1. **Call to order:** 7:02 p.m.

***Chairman Statement – Under Citizens comment – state your name and address, 3 minutes speaking time unless otherwise directed by chair, please address comments to Chair in a civil and respectful manner.***

### 2. **Pledge of Allegiance**

### 3. **Roll call and seating of alternates**

**Members Attending:** J. Lenky – Acting Chair, R. Blackmer, R. Cournoyer, A. Hill, K. Orr-Lavack (alternate, not seated, enters at 7:15 p.m.), D. Poplawski (alternate – seated for J. Parodi-Brown), R. Robin, J. Salce, B. Santos, J. St Onge (alternate – seated for M. Krogul), R. Williams. **Members Absent:** J. Parodi-Brown – Chair, M. Krogul. **Staff Attending:** C. Dunne – ZEO, T. Penn-Gesek – Director of Planning & Development

### 4. **Public Hearing**

**PZC 24-03 Applicant Arthur Brunner**, property Owner. Dudley Sand and Gravel, Adelina and William Healy of 0 Rachel Drive, Map 83, Block 57 Lot 5, Zone Common Residential District (CRD), .56 Acres, request a Special Permit for Multi-Family Dwellings of three of More Units in compliance **with Zoning Regulations Article 8, Section 275-8.2 #7.**

### 5. **Discuss Public Hearing**

**Legal notice was posted incorrectly Public Hearing will open Monday, April 22, 2024**

**J. Lenky moves to postpone opening the public hearing to the April regular meeting. A. Hill seconds. The motion passes unanimously.**

**J. Lenky** explains for the public attending that the public hearing was postponed due to errors in the publication of the legal notice. The April regular meeting will be held at the Public Library in anticipation of high attendance by the public. **C. Dunne** provides further details on the errors in the legal notice for the public hearing and the postponement of the March regular meeting to the current special meeting, due to an oversight in the posting of the agenda. She also clarifies that the applicant will be required to re-post the sign on the subject parcel and send additional letters to the abutters.

Both **J. Lenky** and **C. Dunne** apologize on behalf of the Commission and the Town for the inconvenience and confusion.

## 6. Citizens comments

**B. Duquette, 2 Klondike Street** asks if the owner listed for PZC 24-03 (Dudley Sand & Gravel) is still in existence as a business. **J. Lenky** clarifies that questions regarding the subject of the Public Hearing cannot be addressed at the current meeting.

**N. Deslauriers, Rachel Drive** asks for more information about the process of notification of abutters ahead of a public hearing. **C. Dunne** clarifies that “abutters” are property owners within a 200 ft radius of the subject property, and that it is the applicant’s responsibility to send the letters once the ZEO generates the list of the relevant abutters. **N. Deslauriers** asks additional questions about the public hearing requirements. **C. Dunne** explains the statutory requirements for posting legal notices for public hearings: they must be published in a local newspaper twice – once 15 days before the hearing, and then again 5 days ahead. She also explains the legal requirements for the posting of meeting agendas. When errors occur in either of those forms of notice, the hearings or meetings in question must be postponed until the notice can be corrected.

**B. Lefler, 54 Rachel Drive** asks what the current zoning is for the district related to Rachel Drive. **C. Dunne** explains that the Common Residential Drive has 4500 sq ft minimum lot size and clarifies the difference between special permit uses and other uses in the regulations. **B. Lefler** has additional questions regarding road frontage requirements. **C. Dunne** indicates that the line of questioning is too specific to the subject property of the public hearing, and that it should be addressed once the hearing is opened.

**B. Harney, Rachel Drive** has questions regarding the number and types of permits that might be relevant to PZC 24-03. As with the prior questions from B. Lefler, the questions are determined to be too specific to the topic of the public hearing, and they should be addressed at that time.

**T. Penn-Gesek** explains for the benefit of the public that it is legally improper to answer questions related to the subject application of a public hearing until it is formally opened in a properly noticed meeting.

**N. Deslauriers** has further questions about the zoning changes from 2020, which were referenced earlier in the conversation. He asks if abutters were notified in that case. **T. Penn-Gesek** clarifies that the zoning changes were not specific to that neighborhood or property but were town wide and therefore there is no legal process to send letters to every address. The notification requirements are otherwise similar to a public hearing: publication of legal notice in local newspapers in a certain timeframe. For the 2020 updates the Commission also hosted several informal information meetings for the public to ask questions. If a zoning change was specific to a single property, then the requirement to notify abutters would also apply.

**R. Blackmer** clarifies that a Special Permit with Public Hearing was triggered for PZ 23-03 because the proposed use is for a multifamily dwelling. **T. Penn-Gesek** recommends that members of the public with questions on details about the Zoning Regulations contact her or the ZEO at Town Hall, where the staff have more time and latitude to answer in depth.

**V. Clark, Alm Road** suggests that the PZC should make it a policy to check business applicants to confirm whether they are actual legal entities.

## 7. Approve minutes.

**R. Blackmer** moves to approve the February 2024 meeting minutes, **R. Williams** seconds

**Yes votes:** A. Hill, R. Robin, J. Salce, R. Williams, B. Santos, R. Blackmer, R. Cournoyer, J. St Onge, J. Lenky

**Abstention: D. Poplawski (not present at the February meeting)**  
**The February 2024 minutes are approved: 9 in favor, 1 abstention.**

## **8. Applications received.**

**PZC Application #24-08 Robert Cassin, Property Owner Sea Realty LLC**, 347 Riverside Drive, Map 85, Block 51, Lot 4, Zone TCDD, request Special Permit for a Used Car Dealership and Auto Repair Location according to Zoning Regulations, Article 11. 275-11.2 #9 and Article 4, 275-4, A. B. and C.

**Accept for a Public Hearing on Monday, April 22, 2024**

**B. Santos moves acceptance of 24-08 for Public Hearing at the April meeting. J. Salce seconds**

**R. Williams** asks why the application would go to the Zoning Board of Appeals ahead of the Public Hearing by the PZC. **C. Dunne** explains that the certificate of use as a motor vehicle dealership is the responsibility of the ZBA. Going in front of PZC first will cut a month out of the process for the applicant. **T. Penn-Gesek** further clarifies that the applicant is not seeking a variance in this case. **C. Dunne** states that there was a statutory change which would allow the ZBA to give the authority on the motor vehicle dealership certificate of use to the ZEO, but Thompson's ZBA has not discussed the possibility.

**D. Poplawski** has questions about the level of detail on the application. **C. Dunne** replies that based on prior use of the property she believes that the level of detail is sufficient, but the PZC would have the opportunity to question that at the public hearing.

**The roll call vote is unanimous to approve Application 24-08 for Public Hearing at the April meeting.**

**PZC Application #24-09 applicant Strategic-Commercial Realty, Inc. dba Rawson Materials Applicant**, property owners Lynn Rawson Landry & Cheryl Jane Foshay, 0 Quaddick Town Farm Rd, Map 145, Block 14, Lot 14, Zone RRAD gravel operation renewal permit, Zoning Regulations 2012, Article IX, Section 5, F-1.

### **Gravel Operation Permit Renewal**

**C. Dunne** states that she has visited the property and found it to be in good condition.

**D. Poplawski moves to renew the permit for 24-09. R. Blackmer seconds**

**D. Poplawski asks if the** rate per yard is "grandfathered" under the prior regulations, or if the rate per c.y. was raised in accordance with the revised zoning regulations. **C. Dunne** confirms that their rate per c.y. is what was in place when the permit was approved. A. Hill asks where the remaining area to be excavated is located. **C. Dunne** replies that it is behind the pond shown on the site plan.

**M. Smith** speaks on behalf of the applicant. She indicates that they are hoping to complete work on the site this year. On the site plan, the south side near the property line shows a knoll, which is the remaining area to be excavated. Once that is complete, they will contact **C. Dunne** for a final walkthrough. The pond represents most of the reclamation.

**Yes Votes: A. Hill, R. Robin, R. Williams, B. Santos, R. Blackmer, R. Cournoyer, D. Poplawski, J. St Onge, J. Lenky**

**No Votes: J. Salce**

**The Application 24-09 is approved 9-1**

## 9. Reports of officers and staff

### a. Budget

- **Approval to re-imburse registration fee for Connecticut Land Conservation Council**
- **Approval to re-imburse registration fee for Ct Federation of Planning & Zoning Commissions Annual Dinner**

**R. Cournoyer** provides the monthly update on the budget. He asks for a vote to approve reimbursement for the Commissioners who attended the dinner – 4 attendees at \$70/per.

**R. Blackmer moves to approve the reimbursement for the dinner attendees/J. Salce seconds**

**B. Santos** states that he was not on the list of attendees for the CLCC conference. **T. Penn-Gesek** replies that he was the only one who registered and paid up-front on his own. **T. Penn-Gesek** asks

**B. Santos** to forward her his invoice for reimbursement. **R. Blackmer amends his motion to include reimbursement of B. Santos for the CLCC conference/ J. Salce seconds as amended.**

**The motion passes unanimously.**

### b. Planner

**T. Penn-Gesek** provides updates on the following:

- She and 8 PZC members attended the CLCC at Wesleyan on 23 March. The attendees all enjoyed the conference and found it informative. One of the workshop presenters sent an email praising the participation of Thompson's commissioners.
- The Commissioners have been given the current "rolling" draft of suggested topics for the annual update to the Zoning Regulations. The topics addressed thus far are language clarifying the role of the ZEO in approving change of use applications; parameters for Joint Tenant signs; and possible lighting standards for development. She suggests that the PZC should establish some dates for subcommittee meetings in May, at the April regular meeting. It is expected that the ZEO will also have some suggested updates and edits to include for discussion.
- Following a phone call from **K. Orr-Lavack** earlier in the day, **T. Penn-Gesek** contacted **B. Knowlton** from Killingly Vo-Ag to arrange a location for their students' forensic debate team to present in Thompson. The topic for their presentation will be solar installation on agricultural land. The event is tentatively scheduled for Thursday 25 April at 4. **R. Blackmer** suggests that they move the date to the half-hour before the April PZC meeting instead. **T. Penn-Gesek** thinks that might be difficult since the April meeting will have such a packed agenda. As an alternative, moving the time later than 4 p.m. is suggested, to boost attendance. **T. Penn-Gesek** will follow up with **B. Knowlton** to offer those options.
- **R. Cournoyer** comments that he agrees that the CLCC conference was a good event, and thinks it reflects positively on the Town. **J. Lenky** adds that he was impressed by the workshop on ADA accessibility on recreational trails. **R. Cournoyer** asks if any of the presentation materials can be posted on the Town website. **T. Penn-Gesek** will look at the materials shared on the thumbdrives given out at the conference and see what is suitable for sharing.

### c. ZEO Memo

**C. Dunne** comments that the next 2 regular meetings (April and May) will be held at the Library instead of the Town Hall. She also comments that prior inconsistencies in the editions of the Zoning Regulations that were posted on the website were corrected. Now all the links lead to the e-code edition. She addresses **V. Clark's** comment regarding proof of legal existence for business applicants to the PZC. She suggests that language for some kind of requirement of proof from applicants could be included in the annual update.

## 10. Correspondence

1. Town of Douglas, Planning Board, Legal Notice, Davis Street Realty Trust
2. Town of Douglas, Planning Board, Legal Notice, Review proposals and amend by-laws.
3. Town of Douglas, Planning Board, Legal Notice, scenic road application.
4. Neccog – Town of Woodstock P&Z Sub-division Regulations amendment

**11. Signing of mylars - none**

**12. Old Business**

a. Email CT Planning Professional UCONN EDU training programs

**C. Dunne** shares information about additional training opportunities through UConn. Commissioners who register for continuing education webinars or other classes should forward their information to the ZEO for tracking. **R. Blackmer** asks whether the requirements are for 4 hours each year, or every 2 years. It is a 2-year requirement. **C. Dunne** shares that she has completed the Inland Wetlands training course since she is temporarily acting as the Wetlands Officer until a permanent Officer is hired.

**13. New business – none additional**

**14. Review of ZBA Minutes – No meeting**

**15. Citizens Comments**

**V. Clark** thanks **C. Dunne** for considering her suggestion and adds an additional suggestion that applicants be required to show that their filing fees are up to date with the State. She adds that the State will dissolve businesses that fail to renew, but there are local instances where businesses have continued to operate.

**16. Commissioners Comments**

**R. Blackmer** asks when the next Ag Commission meeting is scheduled, as an alternate venue for the Killingly VoAg student debaters. The Ag meeting is on 29 May, but the students have a deadline of 11 May for their 5 presentations. **R. Blackmer** also suggests reaching out to the Woodstock Agriculture Commission as an additional forum. Their meetings are monthly. **T. Penn-Gesek** will reach out to them.

**B. Santos** would like more information regarding the bond for the Northeast Sand and Gravel property. He also asks **C. Dunne** about the timeframe for the Public Hearing for Rachel Drive, based on their application date. **C. Dunne** confirms that they will have to act on the application at the April meeting unless the applicant agrees to an extension at that time.

**R. Williams** comments that he also found the classes at the CLCC conference very informative and appreciates the Town covering the costs for the Commissioners.

**17. Next meeting Monday, April 22, 2024 at 7pm at Thompson Public Library**

**18. Adjournment**

**J. Salce** moves to adjourn/**B. Santos** 2nds.

**The meeting is adjourned at 8:25 p.m**

Respectfully Submitted,  
**Tyra Penn-Gesek, Director of Planning & Development**