



TOWN of THOMPSON

PLANNING AND ZONING COMMISSION

Minutes –Planning and Zoning Commission Regular Meeting
Monday, September 28, 2020 at 7:00 PM
Zoom Meeting

p. 1 of 6

Tyra Penn-Gesek is inviting you to a scheduled Zoom meeting.

*Topic: Planning & Zoning Commission
Time: Sep 28, 2020 07:00 PM Eastern Time (US and Canada)*

*Join Zoom Meeting
<https://us02web.zoom.us/j/82828280862?pwd=eLRWbWcyRks2TEpoWDVnb3NxRGJLdz09>*

*Meeting ID: 828 2828 0862
Passcode: 554438*

*Share recording with viewers:
https://us02web.zoom.us/rec/share/6XJQpNHYJFEYHLKZigRIQHNINKQRbK1nrMGzW7XNQ4bcJJFpd_SArLs-EiOB7LI.ridQ9ZGN_TBBaWoK Passcode: zHq7tu=q*

1. Call to Order, Roll Call and Seating of Alternates

Joseph Parodi-Brown	Alvan Hill	Christine Chatelle
Charlene Langlois	Missy Desrochers	Randy Blackmer
John Rice	John Lenky	John Rice
Christopher Nelson	David Poplawski	
Robert Werge Sr.		

 Seating: David Poplawski for Michael Krogul
 Absent: Michael Krogul
 Staff Present: Planner Tyra Penn-Gesek; ZEO Cindy Dunne; First Selectman Amy St. Onge, Recording Secretary Gloria Harvey

2. Public Hearing: None

3. Discuss Public Hearing and Possible Action:

4. Approve Minutes:
 August 24, 2020 Regular Meeting Minutes
 John Lenky moved and Missy Desrochers seconded the motion to accept the Minutes of August 24, 2020 as sent. A “Yes” vote to accept the Minutes of August 24, 2020. A “No” vote to not accept the Minutes or Abstain

Joseph Parodi-Brown-Yes	John Rice-Yes	Christine Chatelle-Yes
Charlene Langlois-Yes	John Lenky-Yes	Missy Desrochers-Yes
Randy Blackmer-Yes	Robert Werge Sr.-Abstain	
Christopher Nelson-Abstain	David Poplawski-Abstain	

 Minutes are approved as sent

5. Applications received:

PZC Application #20-20 - property owner Jean Scott, 77 Main Street, Map 169, Block 91, Lot 9, Zone DMRD, request to remodel part of first floor for third apartment. SITE PLAN REVIEW
John Rice and John Lenky recommended that parking, rubbish removal and 7' fencing to hide the garbage container be indicated on the Site Plan as two conditions of approval.

Jean Scott, owner/applicant, 15 Vernon Avenue, Falmouth, MA commented that she will include on the Site Plan the conditions required by the Commissioners in order to approve this plan.

John Lenky moved and Christopher Nelson seconded the motion to accept Application #2020 with the conditions that parking, rubbish removal and a 7' fence to hide the garbage container be added to the Site Plan before the ZEO signs off on the revised Site Plan and issues a permit. A "Yes" vote to approve Application #2020 with conditions. A "No" vote to deny.

Joseph Parodi-Brown-Yes	John Rice-Yes	Christine Chatelle-Yes
Charlene Langlois-Yes	John Lenky-Yes	Missy Desrochers-Yes
Randy Blackmer-Yes	Robert Werge Sr.-Yes	
Christopher Nelson-Yes	David Poplawski-Yes	

Application approved with conditions.

Application PZC #20-22 – Property Owner Gloria and James Fogarty of 373 Old New London Rd, Salem, CT request for property at 401 Ravenelle Rd, Map 40, Block 88, Lot 169, Zone RRAD, 2 Lot Subdivision. VOTE FOR APPROVAL, NO PUBLIC HEARING NEEDED UNLESS THE PLANNING AND ZONING COMMISSION VOTES TO HAVE ONE.

Robert Werge Sr. and John Rice suggested bypassing a Public Hearing seeing it's not a requirement to have one. ZEO stated she is waiting for Inland Wetlands approval on this application.

Randy Blackmer moved to put Application #20-22 on next month's agenda because not all requirements have been met. Waiting for wetlands approval. Randy withdrew his motion.

Robert Werge Sr. questioned if any lots were cut from this piece of property previously and Daniel Blanchette of J & D Civil Engineers confirmed that a previous split has already been taken out of this property, therefore it is not eligible for a free split.

Joseph Parodi-Brown stated that Application #20-22 requires Commission action, however it does not require a Public Hearing which was agreed on by the Commissioners.

Randy Blackmer moved and John Lenky seconded the motion to put Application #20-22 on the agenda for October 26, 2020 due to an incomplete application at this point. Waiting for wetlands approval. A "Yes" vote will place Application #20-22 on next month's agenda. A "No" vote will not.

Joseph Parodi-Brown-Yes	John Rice-Yes	Christine Chatelle-Yes
Charlene Langlois-Yes	John Lenky-Yes	Missy Desrochers-Yes
Randy Blackmer-Yes	Robert Werge Sr.-Abstain	
Christopher Nelson-Yes	David Poplawski-Yes	

Motion carried.

6. Applications received after agenda posted: None

7. Citizens Comments: None

8. Reports of Officers and Staff:

a. Director of Planning and Development Report

Tyra mentioned that the Subdivision Regulations need to be looked at to identify any areas that may conflict with the new Regulations in order to avoid points of trouble in the future so they could be amended in the short term.

b. ZEO memo

ZEO is going to require all Applicants and Engineers dropping off Applications in her office make an appointment with her in order to discuss the Application.

c. Town of Thompson Budget Report August 2020

John Rice questioned no charges to the budget and will follow up with the Finance Department to see where items are being charged to.

9. Correspondence:

a. Minutes: Zoning Board of Appeals – September 14, 2020

b. Town of Webster Planning Board Notice of Public Hearing

c. Town of Douglas Planning Board Notice of Public Hearing

d. Town of Douglas Planning Board Notice of Public Hearing

e. Memo from Richard Benoit, Director of Public Works

John Rice commented on Richard Benoit's signing off on Madison Avenue road acceptance and questioned whether the conditions the Commission required for road acceptance were completed. The following conditions were required:

1. Shall maintain Surety Bond in place for 1 year after all requirements of the Planning & Zoning Regulations have been completed.
2. All drainage conditions shall be completed by August 3, 2020.
3. Inland/Wetlands concerns addressed by August 3, 2020.
4. Certificates of Occupancy are approved for construction and owner occupancy.
5. Contractor/Owner shall maintain the Road and all Public Improvements until such time as approved by the Thompson Public Works Director, ZEO and the Thompson Planning & Zoning Commission.
6. Increase Right of Way Performance and Completion Bond for road repairs by \$13,610.00 for a new bond total of \$100,000.00. Bond to be submitted no later than January 13, 2020.

John Rice moved and John Lenky seconded the motion to have the ZEO look into conditions on Madison Road acceptance and put it on the agenda for next month's meeting. A "Yes" vote will put it on the agenda. A "No" vote will not.

Joseph Parodi-Brown-Yes

John Rice-Yes

Christine Chatelle-Yes

Charlene Langlois-Yes

John Lenky-Yes

Missy Desrochers-Yes

Randy Blackmer-Yes

Robert Werge Sr.-Yes

Christopher Nelson-Yes

David Poplawski-Yes

Motion carried.

10. Signing of Mylar: Subdivision Ken Weiss- ZEO reported that there was an error on the mylar, She will contact him to get a corrected mylar.

John Lenky moved and John Rice seconded the motion to authorize the Planning and Zoning Chairman to sign off on the corrected Subdivision Mylar once it has been reviewed by the ZEO. A “Yes” vote to authorize the Chair to sign the Subdivision Mylar. A “No” to not authorize.

Joseph Parodi-Brown-Yes	John Rice-Yes	Christine Chatelle-Yes
Charlene Langlois-Yes	John Lenky-Yes	Missy Desrochers-Yes
Randy Blackmer-Yes	Robert Werge Sr.-Yes	
Christopher Nelson-Abstain	David Poplawski-Yes	

Motion carried.

11. Old Business:

a. Discussion of updates to website landing page for P&Z and Development

John Rice recommended the Commission look at responsibilities and the authority that the Commission has. He further stated that under “What We Do” on the Planning and Development website the ZEO’s responsibilities are listed which creates confusion.

Tyra asked the Commissioners how they wanted the landing page to look and to make a list of what they think is missing and what can be improved. She suggested Commissioners send her emails listing the things they wanted added or changed.

Joseph Parodi-Brown agreed that the landing page needs clarification to make it easier for people to understand and grasp what responsibilities belong to who. He also asked that Christine Chatelle be added to the website.

ZEO commented that the form section needs to be updated. Tyra stated that we are still waiting for online permitting forms to come through which are fillable forms and have a drop down menu. First Selectman, Amy St. Onge stated that the town has signed on with a company for online fillable forms, however due to a huge backlog this project has been delayed. She stated that the system will integrate with our website and she will follow up with them to get a target date for the installation. Addressing the ZEO’s concern for form format, Tyra stated this company has pre-built base forms that they can customize.

b. Plan of Conservation and Development Update Report

Tyra stated that the committee is approximately two months into the drafting process. Most currently updated revision has been sent out to the Commissioners and she welcomes any comments, edits and additions via email. She also mentioned that the POCD is a statutory responsibility of the Planning and Zoning Commission and invited anyone who is interested in participating should send her an email and she will add them to the list of the working group.

c. Brickyard Road Bonding and Reclamation

ZEO reported that Brian Hryzan has not started the reclamation process due to personal and work related issues. The Town still has the bond and Brian Hryzan will not

receive the bond until the reclamation is completed and approved. John Rice asked if we set a time limit for the reclamation to be completed and the ZEO replied August 3rd.

John Rice moved and John Lenky seconded the motion to have the ZEO inform Brian Hryzan to have the reclamation completed by October 26, 2020 and if not the Commission will take further action. A "Yes" vote to authorize the ZEO to communicate to Brian Hryzan the October 26, 2020 deadline. A "No" vote to not to communicate the deadline date.

Joseph Parodi-Brown-Yes

John Rice-Yes

Christine Chatelle-Yes

Charlene Langlois-Yes

John Lenky-Yes

Missy Desrochers-Yes

Randy Blackmer-Yes

Robert Werge Sr.-Yes

Christopher Nelson-Yes

David Poplawski-Yes

Motion carried.

d. Bates Auto-Linehouse Road

ZEO reported that 65 Linehouse Road has one unregistered motor vehicle on the property, 77 Linehouse Road has none that she could see from the road, and 64 Linehouse Road has an unregistered motor vehicle parked off the road. On August 27th she told the caretaker that he had two weeks to vacate the property which he will do by September 15th. Due to the generosity of friends, he now has a new job in the salvage industry in Myrtle Beach, SC. An interested family member, John Carpenter, called the ZEO this week and she told him nothing can be done until the court case ends. ZEO stated regardless of who ends up owning the property, the Planning and Zoning Commission needs to determine the following:

1. Is this operation a non-conforming operation?
2. If so nothing will be approved by the Zoning Office until all of the violations are resolved on 64 Linehouse Road and extended over to 65 and 77 Linehouse Road.
3. Any other violations cited above needs to be resolved.

John Lenky stated that motor vehicle operations are not in the jurisdiction of the Planning and Zoning Commission. It's the ZBA's responsibility as stated on page 97 of the new Regulations. The ZEO will keep the Planning and Zoning Commission updated on the status of Linehouse Road. Tyra suggested that once a year the Commissioners should address issues that are not working and salvage yards could be one of these.

12. New Business:

a. Approval by ZEO of Home Occupation-PZC Application 20-21

Ms. Arsenault lost her retail location spot in Massachusetts and decided to pursue her business from her home. She qualifies for the Home Occupation under the amended Zoning Regulations. The ZEO will visit her home and obtain a copy of her license from the State of Connecticut. **Home Occupation Application #20-21 will be addressed on next month's agenda.**

b. Northeast Sand and Gravel Reclamation progress

ZEO visited site and said it coming along and looks neater. Operation is ongoing and they have a lot more to pull out. Rock crusher is going to be hired and John Rice asked

her to make sure of size of the rock crusher isn't too large in order to protect the neighbors.

- C. Application received on ZEO desk regarding an offsite auto detailing Home Occupation Permit at 15 LaPorte Road. Applicant currently has a Home Occupation Permit at 887 Riverside Drive. Applicant bought a house on LaPorte Road and wants to transfer his Home Occupation Permit there. New Regulations state if he moves out of the address the Home Occupation Permit was granted for, the Permit will be null and void. Old Regulations don't state that. ZEO asked for the opinion of the Commissioners. Does he need to apply under the new Regulations since he received his Permit under the old Regulations? Charlene Langlois asked the ZEO to go look at the new property and if she approves, tell him to reapply for a Home Occupation Permit under the new Regulations at the new address, and waive the fee. Commissioners agreed unanimously.

13. Commissioners Comments:

- John Lenky complement ZEO on her memo. Good job. Overall good job on everyone's part.
- Charlene Langlois asked when will be able to meet back in person?
- Joseph Parodi-Brown volunteered to start exploring when it will be feasible to meet in person. Will connect with the Board of Selectmen for guidance and will report back next month or sooner.
- First Selectman Amy St. Onge said the upcoming Board of Selectmen meeting will utilize the IT Department from the school to have a Zoom Hybrid meeting. She will be working this week to incorporate online streaming equipment with Zoom. The Board of Finance has already done it and the Board of Education has already met in person. Some of the smaller committees and commissions and boards are also meeting. She also said with the new guidelines opening up with the third phase it opens us up to meetings in person. We are going to test out the hybrid meeting at the next Board of Selectmen meeting. John Rice asked First Selectman Amy St. Onge what the guidelines are in the Merrill Seney Room and she replied that she thinks it's 50% with the new guidelines going into effect in October. Christopher Nelson asked what the guidelines would be for a Public Hearing. Tyra replied the procedures for a Public Hearing would need to be very clear. John Lenky asked First Selectman Amy St. Onge if there were any rooms at the Library the Commissioners could use until 9:00 PM once a month. She replied is was an option.

14. Next Meeting:

- a. PZC Regular Meeting October 26, 2020 at 7:00 PM via Zoom

15. Adjournment:

Charlene Langlois moved and Christopher Nelson seconded the motion to adjourn. Motion carried. Meeting was adjourned at 9:06 PM.

Respectfully Submitted, Gloria Harvey, Recording Secretary