



The Planning Commission

Town of New Fairfield

New Fairfield, Connecticut 06812

MINUTES

Regular Meeting

Monday, February 27, 2012

New Fairfield Library Conference Room

- Commissioners Present:** Ms. Cynthia Ross-Zweig, Chair
Mr. Mike Daood, Vice Chair
Mr. Paul Bruno
Ms. Lisa Deldin
Mr. Robert Murtha
- Commissioners Absent:** None
- Alternates Present:** Mr. Peter Greco
- Alternates Absent:** Ms. Kirsten Bennett-O'Rourke
- Guest Present:** Mr. Michael Troiano (New Fairfield/Sherman Animal Shelter)
Mr. Wayne Skelly (Barn Brook Estates)
Mr. Bill DiTullio (Barn Brook Estates)
Mr. Michael Mazucco (Barn Brook Estates)
- Town Officials Present:** None
- Call to Order:** 7:30 pm

Pledge of Allegiance

Elevation of Alternates- None

Approval of Minutes

January 23, 2012- Lisa Deldin made a motion to approve the minutes of the January 23, 2012 meeting as presented. Paul Bruno seconded the motion.

Vote: 4-0-1 (Motion approved- Mike Daood abstained)

Correspondence and Announcements

Chairman Cynthia Ross-Zweig read a letter that she sent to Town Clerk Janice Zackeo informing her that Lisa Deldin has been elevated to a full member to fill the vacancy due to the resignation of Greg Porpora.

Cynthia Ross-Zweig read an e-mail sent to the commission via the town website asking if the "Open Space" proposal for the Elwell Road subdivision was a legal commitment. Suzanne Kloos will send a response to the sender of the e-mail. It was noted that these questions would be best addressed at the Public Hearing.

Cynthia Ross-Zweig read an e-mail that she received from CLEAR (Center for Land Use Education and Research) noting that they were offering both basic and advanced classes in the spring of 2012. The cost of these classes is \$35 for each session and they are usually held on a Saturday in Storrs, CT. Mike Daood noted that he, Paul Bruno and Cynthia Ross-Zweig attended a workshop last year and found it very helpful. Mike Daood will forward information regarding these workshops to Recording Secretary Suzanne Kloos for distribution to the commission.

Public Comment- None

OLD BUSINESS

8.24 Referral of New Fairfield/Sherman Animal Shelter

Michael Troiano from the New Fairfield/Sherman Animal Shelter spoke to the commission about their desire to expand the Animal Shelter and showed plans and designs. The addition will be to the front of the one-story building that was built in 1991. The sketches showed the uses of each room of the animal shelter and showed what the exterior would look like. Mr. Troiano noted that the animal shelter is privately funded and that they are hoping to get a grant to pay for the addition.

Mike Daood made a motion to give a positive 8.24 referral for the expansion of the New Fairfield/Sherman Animal Shelter as discussed. Paul Bruno seconded the motion.

Vote: 5-0-0 (Motion approved)

Discussion of Subdivision application for Elwell Road

Mike Daood went over the commission's purpose and role of the Planning Commission regarding subdivisions and noted that it was the responsibility of the commission to make sure that this subdivision is in compliance of the subdivision regulations and supportive of the Plan of Conservation and Development. Mr. Daood encouraged commission members to review the procedural requirements of the subdivisions regulations.

- After the commission receives the application, a public hearing must be held within 65 days. The date of received is considered the first regularly scheduled meeting date after the application is received in the Town Clerk's office. In this case the date received is February 27, 2012. The Public Hearing is closed 35 days later. The commission is required to notify the public two times prior to the date of the hearing. A fee of \$100.00 needs to be submitted prior to the Public Hearing.
- The applicant is required to notify adjacent property owners and to give proof in the form of mail receipts.

Michael Mazzucco (Engineer for applicants) along with builders Wayne Skelly and Bill DiTullio approached the commission regarding the application for Elwell Road. Mr. Mazzucco submitted copies of receipts proving that adjacent property owners were notified

and a copy of a certified letter sent to the New York Department of Environmental Protection for the water drain and a copy of a letter sent to the Connecticut Department of Health.

Mr. Mazzucco went over maps and showed the commission members where the houses would be located. It was noted that the applicants will be requesting a waiver to regulations for the number of interior lots. There was a discussion regarding the common driveway and the road access in and out of the subdivision. There is a bridge on the property that would be on private property and not the responsibility of the town.

The applicants met with the Inland/Wetlands Commission on Tuesday, February 21st.

There was a discussion of the Open Space and noted that the applicants will be giving approximately 38 acres of Open Space. Mike Daood suggested that the commission members walk the Open Space. The commission decided to meet on Sunday, March 25th at 10:30am to walk the property.

Set Public Hearing Date for Barn Brook Estates

Mike Daood made a motion to set the Public Hearing date for Barn Brook Estates as Monday, March 26, 2012 at 7:30pm at the New Fairfield Public Library Community Room in accordance with the next regular Planning Commission meeting. Bob Murtha seconded the motion.

Vote: 5-0-0 (Motion approved)

Discussion of workshops regarding subdivisions, five-year plan and yearly commission goals regarding the Plan of Conservation and Development

Lisa Deldin noted that she contacted Town Engineer Tony Iadarola regarding Open subdivisions. Mr. Iadarola will provide the commission with the following information for the six open subdivisions.

- Number of lots approved
- Number of lots completed
- If there is a bond outstanding and how much is it for

The six open subdivisions are Cathmere Estates, Red Fox Crossing, Spruce Ridge, Twin Hills, Warwick Farms and Wild Turkey Estates. Lisa Deldin will send the exact locations and addresses to the commission members.

The five-year plan for the Plan of Conservation and Development will be discussed at the next regular meeting.

There was a discussion of the commission meeting with the Board of Selectmen regarding the Plan of Conservation and Development. Chairman Cynthia Ross-Zweig will check with the selectmen about a possible meeting.

NEW BUSINESS

Discussion of checklist for subdivision applications

Mike Daood suggested that the recording secretary put together a checklist for subdivisions in order to expedite the application process.

Discussion of alternate vacancy on Planning Commission

Cynthia Ross-Zweig noted that this will be discussed at the next regular meeting on March 26th and asked if anyone knew of anyone interested in the alternate position.

STANDING ITEMS

Plan of Conservation and Development Presentation and Feedback

Mike Daood noted that he received a note from Glenn Chandler from Planametrics who will be submitting a response to the RFP.

Adjourn – Mike Daood made a motion to adjourn the meeting at 9:07pm. Bob Murtha seconded the motion. **Vote 5-0-0 (Motion approved)**