

THE ZONING COMMISSION
Town of New Fairfield
New, Fairfield, CT 06812
REGULAR MEETING MINUTES
DATE: September 13, 2023
TIME: 7:30 pm
Virtual Meeting Via Zoom

Call to Order

John Moran called the meeting to order at 7:30 pm.

Present

John Moran, Kevin VanVlack, Mark Lamanna (absent), Jane Landers (absent), Joan Archer, Tomas Kavaliauskas (alternate), and Town Official Zoning Enforcement Officer Evan White.

John Moran elevated Tomas Kavaliauskas to a voting member.

Public Comment

John Moran stated that at the October 4, 2023 meeting he will have the answers on the crosswalk.

Kevin Ahern, 11 Whipstick Road, stated that there are a lot of kids walking across the road where the crosswalk should be. He stated that it is a big risk for the town. This has been shown to the town to be a problem. How long does the temporary CO last? Where is the plan to put the crosswalk. John Moran stated that there isn't an exact date on the temporary CO and he will meet with the town engineer on the location of the crosswalk.

Danyelle Connors, 17A East Lake Road, stated that this is the fourth school year that the request has been made regarding the crosswalk. She inquired about the status of the crosswalk. She mentioned that there is a speed sign and inquired if it was a permanent sign. John Moran stated that zoning does not have anything to do with traffic control. She stated that it is not only the kids that use the crosswalk it is the athletes at the school.

Terra Volpe, 25 Smoke Hill Drive, echoed what Kevin and Danyelle said regarding the large number of kids crossing the road.

Public Hearing

1) SP-23-016- Special Permit for 323 State Route 37 – To Legalize An Accessory Apartment Under Section 3.1.2(K)-Special Permit Accessory Apartment. Applicant Thomas Terminelle.

Thomas Terminelle, 323 State Route 37, stated that when he purchased the home, he was under the impression that the accessory apartment was a legal apartment. Upon finding out that it was not legal he has done everything that is needed to legalize the apartment. Evan White stated went over all the requirements and stated that all requirements have been met. Evan White requested that the following stipulations be added: the application and owner submit a written later stating that every two years the town ZEO has the right to access the property for an inspection as well as an affidavit that states that it one unit is owner occupied and will remain owner occupied, and that all necessary permits be pulled and all departments satisfied.

Keven VanVlack made a motion to close the public hearing for SP-23-016- Special Permit for 323 State Route 37 – To Legalize An Accessory Apartment Under Section 3.1.2(K)-Special Permit Accessory Apartment. Applicant Thomas Terminelle. Tomas seconded the motion.

John Moran	Yes
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Kevin VanVlack	Yes
Tomas Kavaliauskas	Yes
Joan Archer	Yes

Business Items

1) Approval of SP-23-016-Special Permit for 323 State Route 37 – To Legalize An Accessory Apartment Under Section 3.1.2(K)-Special Permit Accessory Apartment. Applicant Thomas Terminelle.

Kevin VanVlack made a motion to approve SP-23-016-Special Permit for 323 State Route 37 – To Legalize An Accessory Apartment Under Section 3.1.2(K)-Special Permit Accessory Apartment. Applicant Thomas Terminelle with the stipulations that the owner submit a written later stating that every two years the ZEO can inspect the apartment, an affidavit that states that the owner will remain on premise, and any additional permits pulled for any work need to be that that all necessary permits be pulled need to get filed with the correct department. Tomas Kavaliauskas seconded the motion.

John Moran	Yes
Kevin VanVlack	Yes
Tomas Kavaliauskas	Yes
Joan Archer	Yes

2) Acceptance of SP-23-018 – Special Permit for 14 State Line Road – To Legalize Existing 400 sq ft Accessory Apartment Located In The Existing Detached Accessory Building (cottage) Under Section 3.1.2(K) – Special Permit Accessory Apartments. Applicant Thomas Scanlon.

Postponed to the October 4, 2023 Zoning Commission meeting

Minutes

1) August 2, 2023 – Regular Meeting

Postponed to the October 4, 2023 Zoning Commission meeting due to meeting minutes needing to be amended to show the alternate was moved from a voting member to an alternate member upon arrival of a regular board member.

Correspondence

1) POCD input – Planning Commission seeking input from the Zoning Commission – input should be summarized in 1-2 pages and verbally presented in 3-5 minutes at the October 23, 2023 Planning Commission meeting. This meeting will be held at Company A Firehouse Meeting Room (302 Ball Pond Road) at 7:00 pm. (see enclosure)

John Moran asked that everyone read the regulations and come with questions and comments at the October 4, 2023 Zoning Commission meeting. Joan Archer stated that she would like to attend the Planning Commission meeting due to her being on this board and other boards in town.

Enforcement Actions

- 20 Cloverleaf
- 11 Orehill Road
- 11 Candle Hill Road
- 60 Saw Mill
- 4&6 Byebrook Court
- 249 State Route 39
- 57 Saw Mill

11 Pickett

Additional Items

Adjournment

Kevin VanVlack made a motion to adjourn the meeting at 8:07 pm. Joan Archer seconded the motion. **All in favor.**

Enclosure

POCD Letter

Received by email on 09/14/2023 @ 11:07 a.m.
by Chrystie M. Bontempo, Asst. Town Clerk, New Fairfield



Planning Commission

Town of New Fairfield

4 Brush Hill Road | New Fairfield CT | 06812

August 15, 2023

Mr. John Moran, Chair
Zoning Commission
Town of New Fairfield
4 Brush Hill Road
New Fairfield, CT 06812

Re: Updating New Fairfield's Plan of Conservation and Development

Dear Mr. Moran,

Greetings!

The Planning Commission is updating New Fairfield's 2014 Plan of Conservation and Development (POCD).

The updated Plan will look 10 to 20 years into the future and recommend policies and actions that are intended to guide local efforts on matters related to the physical, economic, and social development of New Fairfield, enhance the community, and improve the quality of life for residents. **We are seeking input from the Zoning Commission to help us with this task!**

As part of the process of updating the POCD, the Planning Commission will be holding "listening sessions" on Plan themes. The schedule for the listening sessions is outlined in the attachment.

We hope that you and/or other representative(s) from the Zoning Commission will attend the the Development listening session on October 23 and give us input and/or feedback for consideration for inclusion in the POCD. If you prefer, you can attend the other meeting date on the attached flyer.

In order to think strategically, we are requesting that you submit written comments (so that we can keep track of all the great input we hope to receive) and **summarize your input on 1-2 pages**. We are also asking each speaker to **present their verbal comments in 3-5 minutes**. This will help the Planning Commission and others see the bigger picture of what you feel is important and leave plenty of time (we hope!) to engage further with you and allow time for others to speak.

Please bring 10-15 copies of the one-page summary to the meeting for the members of the Planning Commission and their Staff. You may attach other pages as backup if you feel it necessary.

Your input might include the following:

- What are the top 3-5 things you feel the Town needs to focus on in the next 10-20 years?
- Recommendations in the 2014 POCD that you feel should be continued.
- NEW Recommendations you feel should be included in the 2024 POCD.
- Recommendations in the 2014 POCD that you feel are no longer relevant / should be removed.

The 2014 Plan is available at the following link:

<https://www.newfairfield.org/home/showpublisheddocument/8426/637290309173900000>

All of the meetings will be held in the Meeting Room at the Firehouse at 302 Ball Pond Road and will start at 7:00 PM.

If you have any questions, you may reach out to me or contact our POCD consultant:

Glenn Chalder, AICP
Planimetrics

g.chalder@planimetrccs.net
860-913-4080

If you would prefer to be contacted by email in the future, please let us know by providing an email address to g.chalder@planimetrics.net.

We look forward to your input for the POCD and seeing you at a listening session. Thank you for your help!

Sincerely,

Cynthia Ross Zweig

Cynthia Ross Zweig, Chair
Planning Commission

Desired Approach

Monday October 23 @ 7:00 PM

New Fairfield Volunteer Fire Department Meeting Room - 302 Ball Pond Road

Themes / Topics	Desired Participants
Conservation / Sustainability Theme <ul style="list-style-type: none"> • Natural Resources - Water Quality / Watercourses / Wetlands / Floodplains • Open Space - Dedicated / Managed / Regulated • Community Character - Community Ambience / Historic Resources / Scenic Resources / Community Events / Activities • Sustainability / Resiliency / Climate Change 	Conservation-Inlands/Wetlands Candlewood Lake Authority Ball Pond Advisory Committee Candlewood Valley Regional Land Trust Margerie Reservoir Trail Adv. Comm. Historic Properties Historical Society Preserve New Fairfield
Development Theme <ul style="list-style-type: none"> • Town Center • Business / Economic Development • Housing Development / Housing Needs • Institutional Development • Land Use Regulations 	Economic Development Commission Housing Opportunities Committee Health Director Zoning Commission Zoning Board of Appeals
	Individuals (time permitting)

Monday November 27 @ 7:00 PM

New Fairfield Volunteer Fire Department Meeting Room - 302 Ball Pond Road

Themes / Topics	Desired Participants
Infrastructure Theme <ul style="list-style-type: none"> • Community Facilities / Services - Education / Recreation / Police / Fire / Emergency Medical / Public Works / • Transportation – Roadway Circulation • Transportation - Pedestrian / Bicycle / Transit • Utility Services - Water / Sewer / Drainage / Wired / Wireless 	Board of Education Parks and Recreation Commission Library Director / Library Board Permanent Building Committee Traffic Authority HART Shuttle Water Pollution Control Authority
Other Topics	Board of Selectmen Board of Finance WestCOG Zoning Enforcement
	Individuals (time permitting)