

**THE ZONING COMMISSION**  
**Town of New Fairfield**  
**New, Fairfield, CT 06812**  
**REGULAR MEETING MINUTES**  
**DATE: April 3, 2024**  
**TIME: 7:30 pm**  
**Virtual Meeting Via Zoom**

**Call to Order**

John Moran called the meeting to order at 7:31 pm.

**Present**

John Moran, Kevin VanVlack, Mark Lamanna, Jane Landers, Gabriel Gouveia, Tomas Kavaliauskas (alternate), Ken Huwer (alternate), and Town Official Zoning Enforcement Officer Evan White.

**Public Comment**

None

**Public Hearing**

**1) SP-24-002 – Special Permit for 33 Rte. 37 – To Allow The Operating Use Of Museums At Both The Parsonage And Hubbell House. Section 3.1.2(A). Applicant Town of New Fairfield/Preserve New Fairfield.**

Caren Carpenter stated that the buildings have been moved and used and would now like a town permit to officially use it as a museum. Feline Schneiderman, co-President of Preserve of New Fairfield, stated that she thought that the use permit had been completed 10 years ago. Evan White went over the previous approvals from 2012. This permit is to allow the legal use of the buildings. In the future if there is an additional structure added then the applicants will need to go back to wetlands. Evan White went over the parking and noted with addition of 9 parking spaces the parking area will be compliant. Feline Schneiderman stated that due to the cost they will not be moving forward with additional septic. Gabriel Gouveia questioned the fire protection. Evan White stated that the Fire Marshall will have to sign off on the permit showing that the buildings are up to code. Alex Tubberty, 9 Bridgeview Drive, asked about what parts of the landscape would be cleared out or changed. John Moran stated that the Zoning Commission is approving the buildings to give a permit to do tours. Feline Schneiderman stated that the current landscape would not be changed. Ken Huwer questioned the handicap accessibility. Feline Schneiderman stated that there is a paved walkway from the senior center to between the two houses and then changes to compacted/crushed paved stone. Each house has a ramp.

Kevin VanVlack made a motion to close the public hearing for SP-24-002 – Special Permit for 33 Rte. 37 – To Allow The Operating Use Of Museums At Both The Parsonage And Hubbell House. Section 3.1.2(A). Applicant Town of New Fairfield/Preserve New Fairfield. Seconded by Jane Landers.

John Moran	Yes
Kevin VanVlack	Yes
Jane Landers	Yes
Mark Lamanna	Yes
Gabriel Gouveia	Yes

**Business Items**

**1) Approval of SP-24-002 – Special Permit for 33 Rte. 37 – To Allow The Operating Use Of Museums At Both The Parsonage And Hubbell House. Section 3.1.2(A). Applicant Town of New Fairfield/Preserve New Fairfield.**

Kevin VanVlack made a motion to approve SP-24-002 – Special Permit for 33 Rte. 37 – To Allow The Operating Use Of Museums At Both The Parsonage And Hubbell House. Section 3.1.2(A) with the stipulation that the applicant/agent receive approval from the health, zoning, and building departments as well as receive all necessary and required permits from all departments and specifically the Fire Marshall before commencement of constructions. Applicant Town of New Fairfield/Preserve New Fairfield. Seconded by Jane Landers.

John Moran	Yes
Kevin VanVlack	Yes
Jane Landers	Yes
Mark Lamanna	Yes
Gabriel Gouveia	Yes

**2) SI-24-001 – Site Plan for 21 Brush Hill Road (St. Edward Church) – For Parking, Landscaping, And Storm Water Improvements. Applicant St. Edward The Confessor Corporation.**

John Moran stated that due to the town engineer not having signed off on this project there will not be a vote on this tonight. Benjamin Dodo, licensed professional engineer, shared the plans for the site and went over the updates and changes. Benjamin Dodo stated that the project is a parking, landscape, and stormwater improvement project. There will not be any changes to the church. These changes are taking some nonconformities in the parking lot, removing approximately 33 spaces that are in and near the right of way and putting them onsite, closing some of the curbing that is lacking on the site where there is open parking along the edge of the road, to complement that replacing the parking spaces onsite in a more appropriate spot, circulation improvements, landscape improvement, and storm water management both quality and quantity. Benjamin Dodo shared a copy of the plans and went over them. Abigail Adams, landscape architect, went over the landscape and lighting design. She stated that the focus is parking lot improvements that include: improvements to the existing island areas, replacing older trees, adding a landscaping buffer on the northwest side, adding trees, perennials, and landscaping grasses, making improvements on the access drive, the lower lot will have easy maintenance plants, there will be a lot of color to add to the look of the parking lot. The lighting will be installed on the perimeter, end islands, and in the middle of the parking lot and will be on a timer. All abutting property owners have been notified of the lighting changes. Evan White stated that all requirements have been met for the various departments. He stated that there will be 233 available parking spots, 10 will be handicap, and are waiting on the letter from the Town Engineer, Tony Iadarola. The town will inspect the installation of the storm water management and the maintenance of the storm water management will be the owner’s responsibility. Benjamin Dodo stated that inspection is typically done twice a year and maintenance done as needed. Ken Huwer questioned the wetlands on the lower lot where it states ‘activities are planned’. Benjamin Dodo stated that the activities mentioned are the installation of repaving, new islands, landscaping, and storm water management.

Kevin VanVlack made a motion to continue SI-24-001 – Site Plan for 21 Brush Hill Road (St. Edward Church) – For Parking, Landscaping, And Storm Water Improvements to the May 1, 2024 meeting. Applicant St. Edward The Confessor Corporation. Seconded by Jane Landers.

John Moran	Yes
Kevin VanVlack	Yes
Jane Landers	Yes
Mark Lamanna	Yes
Gabriel Gouveia	Yes

**3) Acceptance of P-24-001 – Petition to propose an amendment for the allowable use of raising goats in R-44 and R-88 residential zones. Applicant Kelly Crapa.**

Kevin VanVlack made a motion to accept P-24-001 – Petition to propose an amendment for the allowable use of raising goats in R-44 and R-88 residential zones for the June 5, 2024 regular meeting. Applicant Kelly Crapa. Seconded by Jane Landers.

John Moran	Yes
Kevin VanVlack	Yes
Jane Landers	Yes
Mark Lamanna	Yes
Gabriel Gouveia	Yes

**4) Status Update on New Zoning Regulations Consultant Candidates**

Kevin VanVlack talked with Glenn Chalder of Planimetrics and is working with him on getting a proposal that is within the budget. A discussion has been held with the First Selectman regarding the funds needed.

**Minutes**

**1) March 6, 2024 Regular Meeting**

Kevin VanVlack made a motion to approve the March 6, 2024 Zoning Commission Regular Meeting Minutes with the amendment of, *Kenneth Huwer being elevated as a voting member if John Moran lost internet connection*. Jane Landers seconded the motion.

John Moran	Yes
Kevin VanVlack	Yes
Jane Landers	Yes
Mark Lamanna	Yes
Gabriel Gouveia	Yes

**Correspondence**

None

**Enforcement Actions**

- 20 Cloverleaf Drive
- 11 Pickett Road
- 28 Lovell Avenue
- 10 Pond Field
- 30 Windmill Road
- 6 & 4 Great Meadow Road
- 57 Sawmill Road
- 6 & 8 Fox Run
- 16 Barnham
- 65 Ball Pond Road

**Additional Items**

None

**Adjournment**

Jane Landers made a motion to adjourn the meeting at 8:43 pm. Johnn Moran seconded the motion. **All in favor.**

John Moran	Yes
Kevin VanVlack	Yes
Jane Landers	Yes
Mark Lamanna	Yes
Gabriel Gouveia	Yes

*Respectfully submitted by Dana Ulibarri, clerk*

Received by email on 04/05/2024 @ 9:15 a.m.  
by Chrystie M. Bontempo, Asst. Town Clerk, New Fairfield