

TOWN OF COLUMBIA
PLANNING AND ZONING COMMISSION
Adella G. Urban Administrative Offices Conference Room
323 Route 87, Columbia, CT
Monday January 25, 2016 – 7:00 p.m.
Regular Meeting Minutes

Members Present: Chair Rick Nassiff, Vice-Chair Vera Englert, Don Schofield, Tom Currier, Richard Napolitano (7:03), E. Starkel, Robert Powell, Larry Preston (alternate) , Walter Tabor (alternate)

Staff Present: Town Administrator Natasha Nau, Town Planner Paula Stahl, Board Clerk Kelly McGuire

Others Present: Ann Dunnack, Bryon Bailey

1. **CALL TO ORDER** - meeting called to order at 7:01 p.m.
2. **ROLL CALL AND SEATING OF ALTERNATES** – all members present
3. **ADDITIONS/CHANGES TO AGENDA** - none
4. **APPROVAL OF PZC REGULAR MEETING MINUTES OF NOVEMBER 23, 2015**
E. Starkel MOVED to APPROVE the Regular Meeting Minutes of January 11, 2016 as written. V. Englert SECONDED, T. Currier abstained. MOTION CARRIED 6:0:1. T. Currier stated that he has carefully read the minutes of the Public Hearing.
5. **AUDIENCE OF CITIZENS**
6. **UNFINISHED BUSINESS (Discussion/Possible Action):**
- 6.1 **PZC-1516-04:** Re-subdivision Application for Paul Pelletier of Lot 7 Foxboro Estates, 15 Latham Hill Road, Assessor’s Map # 31-7

R. Nassiff MOVED to APPROVE Application **PZC-1516-04** by Paul Pelletier of Lot 7 Foxboro Estates, 15 Latham Hill Road, Assessor’s Map# 31-7 for three lot subdivision in the RA zone per the submitted site plan, as revised, and statements made by the applicant and applicant’s agents, with the following conditions:

Notes placed on the final plan stating that:

- All driveways shall meet the standards of the Columbia Zoning Regulations Section 8.12 and shall be constructed to direct all stormwater into the swales and away from the town road.
- All stonewalls and mature trees lining Latham Hill Road shall be preserved to the maximum extent possible.
- All stonewalls on Lot 7C shall be preserved, all stonewalls along the property lines shall be preserved.
- Clearing and grading shall be minimized on Lots 7B and 7C.
- The stormwater drainage systems, namely the stone swales, stone riprap, stone runoff apron, grass swales, pipes, footing drains and roof drain drywells shall be constructed as per the final plan and shall be maintained in perpetuity.

Prior to the endorsement by the Commission of the Final Subdivision Plan(s) for filing in the office of the Town Clerk:

- The approval letters from the Inland Wetlands and Watercourses Commission and its Agent, the Town Sanitarian and the Planning and Zoning Commission shall be added to the Final Subdivision Plans.
- The driveway and utility easement on Lot 7B in favor of Lot 7C shall be prepared to the satisfaction of the Town Attorney and shall be executed and recorded on the Columbia Land Records prior to or concurrent with the filing of the final Subdivision Plan, unless an alternative filing schedule is approved by the Commission.
- A detailed shared stormwater system maintenance agreement with a specific schedule of maintenance and specific responsibilities for Lot 7B and Lot 7C and cross easements providing access to the swale shall be prepared to the satisfaction of the Town Attorney and shall be executed and recorded on the Columbia Land Records prior to or concurrent with the filing of the final Subdivision Plan, unless an alternative filing schedule is approved by the Commission.
- A deed restriction placed on Lots 7B and 7C stating that there shall be no change to the stormwater system as shown on the final plan without Planning & Zoning Commission approval.
- All boundary pins and monuments shall be set at all angle points and at 500' intervals for all straight segments and field verified by the surveyor and noted on the final plans.

Prior to the sale of lots:

- The applicant shall provide an estimate of the erosion and sedimentation controls required on each lot including any controls that will be necessary within the Town of Columbia right-of-way in order to accommodate individual lot development. The amount of the bond shall be reviewed by and approved by the Town Planner.
- Prior to the first sale of any undeveloped lot, the applicant shall install the 380'+/- stone and rip rap swale for Lots 7B and 7C per the final plan.
- Prior to the sale of Lot 7B, the applicant shall, if not previously constructed by the owner of Lot 7C, install the 170' +/- upper driveway stormwater swale and the pipe under the driveway for Lot 7C and 7B per the final plan.

Prior to the issuance of a building permit:

- The proposed site plan shall be reviewed by the Town Planner to determine if there is a change in structure location that requires a revised drainage plan by a professional engineer; fee to be paid by permit applicant.
- The developer shall notify the Columbia ZEO at least seven days in advance of any site work to schedule a pre-construction meeting.
- Erosion and sedimentation control bonds for individual lots shall be submitted to the Town of Columbia in the amount identified in the approved estimate, adjusted for inflation.
- Driveway permits must be obtained from the Director of Public Works in accordance with the adopted policy concerning driveway aprons. No stone walls, mature trees greater than 15" diameter breast height within the right-of-way, or ledge shall be removed or modified unless absolutely necessary for safety. The responsibility of clearing, grubbing, blasting and earthmoving within the Town of Columbia right-of-way shall be the responsibility of the individual lot developer. Any cutting of trees for sightlines shall require prior approval by the Town of Columbia Tree Warden upon a finding that the removal of trees is unavoidable to guarantee adequate driveway sightlines.

- Should any rock blasting be required, the developer is encouraged to notify property owners within 500' of the lot on which blasting will occur at least one week in advance and to offer a pre-blast survey by a qualified structural engineer.

E. Starkel SECONDED. MOTION CARRIED 6:1:0 with D. Schofield opposed.

7. NEW BUSINESS (Discussion/Possible Action)

7.1 PZC-1516-07: Special Permit Application by Walter Tabor for Roadside stand (Winery) for tasting and sale of alcohol at 468 Route 87, Assessor's Map #30-38

R. Nassiff MOVED TO RECEIVE the application and to schedule a Public Hearing for February, 22, 2016 at Adella G. Urban Administrative Offices Conference Room. 323 Route 87, Columbia, CT. 7:00 p.m. E. Starkel SECONDED. MOTION CARRIED 7:0:0.

8. REGULATION REVISIONS

- 8.1** Rte 6 Corridor / Commercial Regulations – no discussion
- 8.2** Implementation of Columbia Lake ADHOC Committee recommendations – no discussion
- 8.3** Other zoning regulation revisions – Review revised draft of Section 10

Members reviewed the revised draft prepared by P. Stahl dated 1/21/16. R. Nassiff said that this draft meets their goals for clarity and to allow some expansion of non-conformities. He suggested that we wait to combine this with other revisions before scheduling a public hearing. P. Stahl suggested this draft be shared with the Zoning Enforcement Officer and the Zoning Board of Appeals to make they interpret the revised regulations they same as PZC's intent. R. Nassiff said the Planning and Zoning Commission with review again prior to the Public Hearing.

9. COMMUNICATIONS AND REPORTS

9.1 POCD: Initial review of Chapters 4,5,6 and 10 –

P. Stahl gave an on-screen presentation and lead the discussion of chapters 4,5,6. She explained that each section will start with an image and will contain an overview. Members praised P. Stahl for her hard work and overall look of the draft. Due date is June30, 2016, but the state requires the final draft version 65 days before the Public Hearing; therefore, the due date for completion is in early April.

10. COMMISSION OPEN DISCUSSION - none

11. AUDIENCE OF CITIZENS

12. ADJOURNMENT

R. Nassiff MOVED to ADJOURN at 8:55 p.m. E. Starkel SECONDED. MOTION CARRIED 7:0:0.

Respectfully submitted by Kelly McGuire

Please see the minutes of subsequent meetings for the approval of these minutes and any corrections hereto.