

**TOWN OF COLUMBIA
PLANNING AND ZONING COMMISSION**

Adella G. Urban Administrative Offices Conference Room
323 Route 87, Columbia, CT
Monday, December 11, 2023 7:00 pm

Regular Meeting – HYBRID

MINUTES

Members Present: Chairman Rick Nassiff, Vice-Chair Vera Englert, Secretary Robert Powell, Thomas Currier, Walter Tabor, Justin Riendeau, David Holcroft, Ed Madrak (Alternate)

Members Excused: Larry Preston (Alternate)

Staff Present: Town Planner John Guskowski (via Zoom), Board Clerk Mary Kay Hyman

Others Present: Rhonda Kincaid of CDE, and 1 Other Present

1. CALL TO ORDER: R. Nassiff called the meeting to order at **7:01 PM**.

2. ROLL CALL AND SEATING OF ALTERNATES: None

R. Nassiff welcomed D. Holcroft to the Commission

3. ADDITIONS/CHANGES TO AGENDA: None

4. APPROVAL OF PZC REGULAR MEETING MINUTES of November 27, 2023

R. Powell **MOVED** to **APPROVE** the Minutes of November 27, 2023 R. Nassiff **SECONDED**, J. Reindeau and D. Holcroft **ABSTAINED. MOTION PASSED 5:0:2**

5. AUDIENCE OF CITIZENS: None

6. UNFINISHED BUSINESS (Discussion/Possible Action)

Public Hearing is scheduled for Monday, January 8, 2024

7. NEW BUSINESS (Discussion/Possible Action)

7.1 Election of Officers

R. Powell **NOMINATED** R. Nassiff as Chair, D. Holcroft **SECOND**.

W. Tabor **NOMINATED** J. Riendeau as Vice Chair, D. Holcroft **SECOND**.

R. Nassiff **NOMINATED** R. Powell as Secretary, D. Holcroft **SECOND**.

No Other Nominations were presented.

V. Englert **ABSTAINED. MOTIONS CARRIED 6:0:1**.

W. Tabor **MOVED** to **APPROVE** the Slate of Candidates, R. Nassiff Second, V. Englert **ABSTAINED. MOTION PASSED 6:0:1**

8. REGULATION REVISIONS (Discussion)

8.1 Section 3 revisions

J. Riendeau stated there is no update on Section 3 at this time.

8.2 Section 52.7.19 Planned Neighborhood Housing

J. Riendeau stated the Subcommittee is still working on cleaning up the language for Section 52.7.19. He stated he did meet with J. Guskowski, which was helpful, but the Revision needs more review and discussion before a full Commission review.

R. Nassiff stated that it was helpful to have the public representatives present at the Subcommittee meeting and thanked them for coming out.

R. Powell asked if the Fire Marshal was present at the Subcommittee Meeting.

R. Nassiff confirmed that the Fire Marshal was present.

9. COMMUNICATIONS AND REPORTS:

R. Nassiff stated he will speak with Zoning Officer Connie Kisluk tomorrow (12/12/23), to request an updated ZEO Report before the next meeting and to invite her to the next meeting to review such Report. He requested that this be added to the next meeting Agenda.

J. Guskowski asked if R. Nassiff would like C. Kisluk to attend the next meeting.

R. Nassiff stated yes, either in person or via zoom.

R. Powell asked J. Guskowski if the Zoning Officer has the authority to approve a permit that does not meet the Planning and Zoning Regulations.

J. Guskowski stated no, not if it does not meet regulations. He stated there may be some very limited cases where there may be a judgement call about some pre-existing non-conforming use and the continuation of, but not if the ZEO finds that the use in questions does not meet regulations.

R. Nassiff reminded the Commission of the Land Use Training that needs to be completed to be in compliance with State Statute.

J. Guskowski confirmed that four hours of training need to be completed, one of which needs to be relative to affordable housing. The training does need to be completed by 12/31/23. He stated there are 3 videos on the UCONN Land Use Education Website and the third of the three recorded sessions covers Fair Housing. He stated once the Commission has completed the training, they will need to prepare a report to himself and the Board of Selectman. This report does not go to the State.

L. Preston asked how long the CT Bar Association Saturday training was.

J. Guskowski stated the CT Bar Association training was longer than 4 hours, but it only covered three and a half hours of affordable housing. He stated those Members that completed the CT Bar training will need to complete an additional half hour of training by watching the third recording to complete the affordable housing requirement.

V. Englert stated she has completed the training.

R. Nassiff asked that the Link to the videos be sent out to the Commission by 12/12/23. The Board Clerk confirmed they would be sent out.

R. Nassiff also stated that the PZC Regular Meeting scheduled for Tuesday, December 26, 2023 will be cancelled.

W. Tabor mentioned scheduling a time for a longer Subcommittee meeting. J. Riendeau stated they can discuss a time to possibly meet.

10. COMMISSION OPEN DISCUSSION: None

11. AUDIENCE OF CITIZENS: None

12. EXECUTIVE SESSION:

Pending Legal Action per State Statutes Section 1-200(6)(B)

13. ADJOURNMENT: The meeting was adjourned at **7:14 PM**.