

**TOWN OF COLUMBIA  
PLANNING AND ZONING COMMISSION**

Adella G. Urban Administrative Offices Conference Room  
323 Route 87, Columbia, CT

**Monday, February 12, 2024 7:00 pm**

**Regular Meeting – HYBRID**

**MINUTES**

**Members Present:** Chairman Rick Nassiff, Vice-Chair Justin Riendeau, Vera Englert, Thomas Currier, Robert Powell (via zoom), Walter Tabor, L. Preston (Alternate)

**Members Excused:** Ed Madrak (Alternate), Dave Holcroft

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

**Others Present:** Rhonda Kincaid and one other member of the Council on Diversity and Equity present. 1 other present via phone

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

**2. ROLL CALL AND SEATING OF ALTERNATES:**

L. Preston was seated for D. Holcroft

**3. ADDITIONS/CHANGES TO AGENDA:** None

**4. APPROVAL OF PZC REGULAR MEETING MINUTES of January 08, 2024**

R. Nassiff asked that Page 7, Paragraph 6 of the the January 08, 2024 Minutes be Amended, and the word “not” be removed from the second sentence.

R. Nassiff **MOVED** to **APPROVE** the Amended Minutes of January 08, 2024; R. Powell **SECONDED**. V. Englert **ABSTAINED**, **MOTION PASSED 6:0:1**

V. Englert Abstained as she was not present at the January 08, 2024 Meeting.

**5. AUDIENCE OF CITIZENS:** None

**6. UNFINISHED BUSINESS (Discussion/Possible Action):** None

**7. NEW BUSINESS (Discussion/Possible Action)**

**7.1 PZC 2324-02:** Dava Siedman of Fairview Farm, LLC., for a Major Impact Home Occupation at 301 Rte. 66, Map 028, Lot 021, Zone RA, Lot Area 6.4, Section 8.5.4.

R. Nassiff **MOVED** to **RECEIVE** and **SCHEDULE** the Public Hearing of **PZC 2324-02:** Dava Siedman of Fairview Farm, LLC., for a Major Impact Home Occupation at 301 Rte. 66, Map 028, Lot 021, Zone RA, Lot Area 6.4, Section 8.5.4. for March 11, 2024. W. Tabor **SECONDED**. **MOTION PASSED 7:0:0**

**8. REGULATION REVISIONS (Discussion)**

**8.1** Section 3 revisions

J. Riendeau stated there is nothing new regarding the Section 3 revision at this time.

## **8.2 Section 52.7.19 Planned Neighborhood Housing**

J. Riendeau stated the Subcommittee is closer to completing the Planned Neighborhood Housing language. The Subcommittee will schedule a Special Meeting with Town Planner J. Guskowski to discuss language regarding minimum acreage, exemption of lake overlay, accessory units, and the overlay of other areas of language in the regulations. He stated they would then bring the changes to the full Commission for discussion and then schedule a public hearing.

V. Englert questioned the 30% vs 20% of Affordable Housing. She explained that the on-line Land Use training reference 30% Section 8-30g.

J. Guskowski clarified that there are several sections of the State Statues that reference Affordable Housing. The 20% referenced in the draft regulations is for Incentive Housing which pertains to Section 8.13 of State Statues and the 30% is in reference to Section 8-30g. The Section being referenced in these changes is Section 8.13, which sets a threshold of 20% of units being restricted as affordable and which also provides some control for the Town.

R. Powell asked if the Commission would be discussing and voting on Section 3, as it is listed on the Agenda. R. Nassiff stated the Subcommittee is not ready at this time to discuss Section 3 in detail but invited R. Powell to ask questions if he had any. R. Powell read and asked J. Guskowski to confirm the verbiage of the last line of Section 3. J. Guskowski confirmed what R. Powell read was correct on the draft of Section 3. J. Riendeau stated the Section 3 draft in the packet is not a new draft and no changes have been made. R. Nassiff stated a final draft would be brought to the Commission for discussion and to a Public Hearing before voting took place.

## **9. COMMUNICATIONS AND REPORTS:**

### **9.1 ZEO Report**

R. Nassiff stated he requested the updated report from the Zoning Officer, C. Kisluk, for the Commission to discuss and decide if they would like to either gather questions to present to C. Kisluk or if they would like to ask C. Kisluk to be present at a future PZC meeting. He then stated he believes the owner names are not on the report, as the violations are not owner based as much as they are regulation based.

R. Powell asked if items #10 and #11 are to be reviewed by the PZC and stated that there were no dates to indicate how old these items are. R. Nassiff replied he will inquire with C. Kisluk.

V. Englert stated it would be a good idea to have C. Kisluk present to see if the Commission can provide her with help. She stated there was previous discussion with C. Kisluk pertaining to tasks that were time-consuming and how the Commission could assist with the management of such items.

R. Nassiff stated the previous discussion mainly pertained to the responsibility of calculating the Nutrient Allocation Plans, which currently the regulations state is the responsibility of the homeowner. He stated he recently spoke with C. Kisluk regarding the process of calculating the Nutrient Allocation Plans and he stated C. Kisluk stated over the course of a year it is not a time-consuming process. R. Nassiff agreed that if it is not time-consuming and is manageable for C. Kisluk then it is permitted for her to continue based on her preferred approach to assist applicants. He said that C. Kisluk had stated in the past that a lot of her time is spent on the special permitting process, and he was looking for the Commission to help streamline the enforcement process to enable her to have more time for permitting.

R. Powell stated he is not sure he understands C. Kisluk's process and agrees her presence is needed.

R. Nassiff stated the goal of the Commission will be to hear C. Kisluk's process and to help streamline her enforcement responsibilities and processes. R. Nassiff stated he would email C. Kisluk to request and schedule her presence at a future meeting and would copy J. Guskowski.

#### **10. COMMISSION OPEN DISCUSSION:**

R. Nassiff thanked J. Riendeau for his commitment and the level of work he has done with Section 3 and Section 52.7.19 of the Regulations.

J. Guskowski referenced the 2024 Regional Planning Commission Appointment email of correspondence and informed the Commission that CRCOG is requesting the appointment of a volunteer member to represent the Columbia PZC. He stated the responsibilities of the volunteer would basically be to attend in person or virtually the quarterly meetings, intercept emails and report back to the Commission.

T. Currier stated he had volunteered in the past and found it to be focused on the larger towns and their commercial development. He felt it was informative but did not really relate to the Town of Columbia.

J. Guskowski stated he will readdress the request at the PZC Regular Meeting next month. He stated CRCOG would be accepting appointments at their next meeting, which is scheduled for 3/21/24, so a decision would need to be made before that date.

J. Guskowski also reminded the Commission that the Land Use Mandatory training is now due. He reminded the Commission that the letter of completion is due to the BOS by 3/1/24. He asked M. Hyman to send the link out again to Commission Members who still need to complete the training. R. Nassiff stated he needs to complete the training and would be doing so.

#### **11. AUDIENCE OF CITIZENS:**

R. Kincaid of the Coalition on Diversity and Equity thanked the Committee and J. Riendeau for their transparency in the process and for welcoming their input regarding Affordable Housing.

R. Nassiff thanked R. Kincaid and the Coalition for their attendance at the meetings and their valuable input.

#### **12. EXECUTIVE SESSION:** The Commission did not go into Executive Session

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

#### **13. ADJOURNMENT:**

R. Nassiff **MOVED** to **ADJOURN**; V. Englert **SECONDED. MOTION CARRIED UNANIMOUSLY**

The meeting was adjourned at **7:33 PM**.

Respectfully submitted by Mary Kay Hyman, Board Clerk  
Please see the minutes of subsequent meetings for approval of these minutes and any corrections hereto.  
This meeting can be viewed in its entirety on the Town of Columbia You Tube Channel.