TOWN OF COLUMBIA
PLANNING AND ZONING COMMISSION
Adella G. Urban Administrative Offices Conference Room
323 Route 87, Columbia, CT
Monday, July 13, 2020 7:00 pm

Regular Meeting – to be held on Zoom Meeting Download free app at Zoom.us

Meeting link is https://tinyurl.com/ya7hykva also on ColumbiaCT.org
Meeting ID: 876 6448 0654 Password: 911368
or join by phone 1-646-558-8656 same ID and password

AS THIS IS A VIRTUAL MEETING WE ARE OPERATING UNDER THE FOLLOWING PROCEDURES:
THIS SESSION IS BEING BOTH VIDEO AND AUDIO-RECORDED. ATTENDEES, COMMISSIONERS AND STAFF WILL GENERALLY REMAIN ON MUTE EXCEPT WHEN SPEAKING OR VOTING AND WILL GENERALLY BE KEEPING VIDEO OF THEMSELVES ON THROUGHOUT THE MEETING. IF A MEMBER OF THE PUBLIC CREATES AN AUDIO OR VIDEO DISRUPTION, THEY MAY BE MANUALLY EJECTED FROM THE MEETING UPON RECOMMENDATION OF STAFF OR THE CHAIR.

AGENDA

1. **CALL TO ORDER**
2. **ROLL CALL AND SEATING OF ALTERNATES**
3. **ADDITIONS/CHANGES TO AGENDA**
4. **APPROVAL OF PZC REGULAR MEETING MINUTES of June 22, 2020**
5. **AUDIENCE OF CITIZENS**

CONTINUE PUBLIC HEARING

PZC 1920-08 – Application for Michelle Martineau for a home occupation for equine and canine therapeutic activities at 113 Pine Street, Assessor's Map 33, Lot 3B

6.1 UNFINISHED BUSINESS (Discussion/Possible Action)

PZC 1920-08 – Application for Michelle Martineau for a home occupation for equine and canine therapeutic activities at 113 Pine Street, Assessor's Map 33, Lot 3B

CONTINUE PUBLIC HEARING

PZC 1920-07: PZC Proposed Zoning Regulation Revisions to Sections 8.5, 61 and 65

6.2 UNFINISHED BUSINESS (Discussion/Possible Action)

PZC 1920-07: PZC Proposed Zoning Regulation Revisions to Sections 8.5, 61 and 65

6.3 Fairview Farms South – Cistern installation, possible bond

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

7.1 PZC 2021-1: Walter Tabor, application to modify an approved special permit to add a farmer' market at Heartstone Farm and Winery 468 RT 87, Assessor Map 30, Lot 038.

7.2 Corso Subdivision – Extension Request for Filing of Final Plans

8. **REGULATION REVISIONS**
9. **COMMUNICATIONS AND REPORTS**
10. **COMMISSION OPEN DISCUSSION**
11. **AUDIENCE OF CITIZENS**
12. **ADJOURNMENT**

TOWN OF COLUMBIA
PLANNING AND ZONING COMMISSION
Adella G. Urban Administrative Offices Conference Room
323 Route 87, Columbia, CT
Monday, June 22, 7:00 p.m.

Regular Meeting Minutes
Virtual Meeting via Zoom

Members Present: Chairman Rick Nassiff, Richard Napolitano, Thomas Currier, Alex Bothell, Robert Powell, Larry Preston (Alternate),
Members Excused: Vice-Chair Vera Englert, E.J. Starkel
Staff Present: Town Planner Paula Stahl, Board Clerk Flo Polek
Others Present: Melissa Martineau, Brenda and Frank Tomlins

1. **CALL TO ORDER:** R. Nassiff called the meeting to order at 7:00 p.m.
2. **ROLL CALL AND SEATING OF ALTERNATES:** L. Preston was seated for V. Englert.
3. **ADDITIONS/CHANGES TO AGENDA:**

   R. Nassiff asked P. Stahl if there was a change to the agenda. P. Stahl suggested moving Item 7.1 after Item 6.1 and thinks a representative from Fairview Farms will join in the meeting at some point.

   R. Nassiff **MOVED** to **MOVE** Item 7.1 after Item 6.1; A. Bothell **SECONDED**; **MOTIONED CARRIED 5:0:0**

4. **APPROVAL OF PZC REGULAR MEETING MINUTES of April 27, 2020**

   R. Nassiff **MOVED to APPROVE** the 04/27/2020 meeting minutes as presented; A. Bothell **SECONDED**; **MOTIONED CARRIED 5:0:0**

5. **AUDIENCE OF CITIZENS:** None

OPEN PUBLIC HEARING- R. Nassiff opened the Public Hearing at 7:03 p.m.

PZC 1920-08 - Application for Michelle Martineau for a home occupation for equine and canine therapeutic activities at 113 Pine Street, Assessor's Map 33, Lot 3B

P. Stahl stated for the record that this hearing was scheduled for March 23, 2020 but was canceled due to COVID and subsequently re-scheduled for tonight. The Governor's Executive Orders allow towns to post a public hearing notice on the website at the same time requirements for a printed a legal notice, post a sign by the driveway, which is voluntary, and by a mailing to the abutters. The applicant already completed the mailing to the abutters and already posted a sign on the property. P. Stahl felt the Town would do the additional mailing to the abutters and post another sign. She mailed a packet that included a notice where the additional information was, how to link to the meeting, a copy of the application, site plan, and statement of use. P. Stahl did not hear from any abutters.

R. Powell joined the meeting at 7:05 p. m.

M. Martineau spoke about her application stating that she is certified in equine-assisted therapy, and a dog trainer, therapy team trainer, and AKC/CGC evaluator. (AKC-American Kennel Club, CGC- Canine Good Citizen). Her non-profit organization wants to provide therapeutic animal-assisted therapies. Training is offered for therapy teams that would go out and do visits, training dogs for emotional support partners for people who have a diagnosis and a prescription for that. She stated that most recently she is working with legislatures to create a category for mental health service dogs for veterans.

R. Nassiff asked M. Martineau if she would like to add anything else to the application. M. Martineau replied, "I don't think so".

P. Stahl asked M. Martineau if she would talk about her revised statement of use.

M. Martineau stated that she originally had a larger proposed usage and there was some resistance to that number of visits at our home location. Since she found commercial locations if the need arises to have more visits. She can limit visits at her home property to no more than five per week. P. Stahl asked if that was for the equine visits. M. Martineau said it would be equine or canine, either or, for five per week. R. Nassiff asked M. Martineau if there would be any activity outdoors. M. Martineau stated that there is a possibility of using some outdoor space as well. R. Nassiff asked for more detail of the type of activity and went on to explain his reason for his question. R. Nassiff stated that a dog grooming business was granted a permit for a home occupation from the Commission. The business put up fencing and started boarding dogs outside. The noise level became very intolerable to the neighborhood. M. Martineau assured the Commission that she would not be boarding or leaving dogs outside for any extended period. R. Nassiff asked if the dogs would be on a leash. M. Martineau stated they would be on a leash or a long line, fifty-foot line. R. Nassiff stated that the Commission supports her concept and would like to accommodate her needs.

P. Stahl stated that during one of her meetings with M. Martineau, M. Martineau stated she would be putting up screening for a buffer to the neighbors. M. Martineau has spoken to a landscaper and to the neighbors, Frank and Brenda Tomlins, and determined that would not be necessary under the revised statement of use. As far as M. Martineau knows, the Tomlins and she agree with the reduced number of visits. T. Currier interjected noting the letters from the Tomlins and Longo. P. Stahl stated that the letters were received before M. Martineau revised her statement of use. T. Currier asked if the issues were resolved. P. Stahl said that she did not hear from the Longo's recently, and stated that the Longo's were concerned with the dogs barking and howling and if a kennel, the Longo's would be opposed to the application. P. Stahl said she heard from the Tomlins.

T. Currier was concerned with the proposed activity. P. Stahl referenced the site map where the Longo's, Tomlins, and M. Martineau's property are located. M. Martineau stated that the Longo's are behind her property off to the side. T. Currier questioned where the proposed activity is located. M. Martineau said that the proposed area is in the back of her home where the accessory building would stand. T. Currier said he would be ok with the activity since the Longo's and Tomlins are quite a distance away from M. Martineau. M. Martineau stated that the Tomlins is near her house. P. Stahl shared a satellite screen of the property area. T. Currier thought that both parties were quite a distance from M. Martineau. R. Nassiff questioned if the accessory building is part of this discussion. P. Stahl said that it is part of the application. The proposed building is a couple of hundred feet from the Longo's. The proposed building is 60' by 80'. P. Stahl said it would be a type of hoop house.

T. Currier asked if there would be additional animals or horses or if an individual would bring horses to her home. M. Martineau said that there will not be more horses and there would be no reason for an individual to bring their horse to her home. R. Nassiff questioned the number of dogs that would be trained. M. Martineau stated that she would do one-on-one training with one dog at a time. M. Martineau re-assured the Commission members that dogs would not be left outside unattended.

R. Nassiff asked if the neighbors sent a formal retraction of the original letters. P. Stahl said that there were no other letters on record. M. Martineau stated that B. Tomlins sent an email. P. Stahl acknowledged that B. Tomlins sent an email stating she was ok with the application. The Longo's said they were ok as long as they were not living near a kennel. B. Powell asked if there are sketches of the building as required by the Commission as well as asking if we knew what the size of the building is. P. Stahl said yes, but the height of the building is unknown. She stated that the ZEO will have to sign off on that and it cannot be more than 35' in a residential zone.

P. Stahl indicated that B. Tomlins is on-line. B. Tomlins spoke with M. Martineau on the matter. M. Martineau assured B. Tomlins that there would be no more traffic than normal along the property line. B. Tomlins stated she has no objections to the application.

R. Nassiff circled back to R. Powell's question. R. Powell would like to know what the building looks like and its height. R. Nassiff indicated that R. Powell would like to know more about this building since there was little detail on the building in the site plan. R. Powell stated that the building is on the setback line and the Commission should know what it looks like. R. Nassiff questioned whether a building this size has ever been placed on the setback line. A. Bothwell assumes that the building does not have a foundation. M. Martineau said it does not. A. Bothwell asked if it is a dirt floor. M. Martineau said yes. T. Currier asked M. Martineau had any idea of the height of the building. P. Stahl said M. Martineau showed her an image of the building and it looks like it is 25'. M. Martineau went on to say the building is not necessary since she has other locations she will use to conduct her business.

As a matter of protocol, R. Nassiff asked if the Commission member were ok going to public comment at this point. He also asked the public to state their name and address. B. and F. Tomlins at 111 Pine Street, concerns were the amount of traffic up and down the property line; M. Martineau revised her statement of use and the Tomlins were ok with that. B. Tomlins asked if the building would now be a commercial building. R. Nassiff asked M. Martineau to respond. She responded that she is ok with removing the building from the application since she has found other commercial areas to conduct her business. B. Tomlins indicated she is ok with that.

T. Currier raised a concern about the traffic. He does not believe the traffic will not be the same and in the future, if approved, this could become a commercial building. R. Nassiff stated the area is residential, and the Commission supports home business in a residential area but does not want the neighbors to pay a cost visually. He is concerned about the size of the structure. R. Nassiff asked if there are proper procedures to withdraw the building from the application. He and the Commission supports the application and the cause, feel comfortable with the lower level of usage, and hopes to continue to the next meeting with a suggestion motion that is well crafted and understand precisely what we are looking at. P. Stahl indicated she sent the motion to R. Nassiff but could not send it to all members. R. Nassiff would like to have all the Commission members see the motion before any action taken. L. Preston said that he thought the neighbor said that the additional screening would not be necessary with the five visits per week.

P. Stahl thinks it would be good to check back with B. Tomlins regarding the traffic of one car or more per day. The question posed to B. Tomlins whether she feels if the screening is needed, or not needed. F. Tomlins did not want the area to look commercial and indicated that M. Martineau would put up the additional screening. For the record, F. Tomlins would like the additional screening on the property. As a follow-up, P. Stahl asked B. Tomlins if she was ok with the application as long as there was no additional traffic, with up to five visits a week, which could be 10 car trips in and out, or five visits one day, and zero the next day. B. Tomlins responded that she was ok with the traffic.

T. Currier asked if the Commission needs something in writing from the town owner stating that up to five visits during seven days regardless of the number on one given day, so down the road there are no questions. P. Stahl said she has a statement from B. Tomlins, based on the revised statement of use, she says that she is ok with it. T. Currier said that several changes have been made tonight. R. Nassiff does not want to take action on this tonight unless all members have seen the motion with the specifics. He went on to say that he wants the applicant to get to the finish line but wants to protect the neighbors and noted that the approval goes with the land, not the person and the scope of the proposal is long term and suited for the property. T. Currier would like to see a statement from tonight's meeting, June 22, 2020, from the town owner with the information. F. Tomlins concerns are if the approval goes with the land and the next person may not be able to work with me, can the approval go with the person, not the land? R. Nassiff explained that the Commission grants permission based on the land, not the person, and the approval should include verbiage for a future landowner. R. Powell said that the applicant and neighbors should be specific about what is needed for the buffer, the number of trees whether it is five or ten, and not an abstract statement, that protects each property owner. P. Stahl said that the location of the buffer should be on the site plan. R. Nassiff said that the Commission does not want to place a financial burden on the applicant but you could say you propose "10 white pine trees and their size at a specific location" so if in the future if the some of the trees die the next owner would need to replace them. M. Martineau asked if she needs to put the proposal in the site plan or if the Tomlins would. R. Nassiff said that M. Martineau would offer a resolution with approval by both parties and agreed upon in writing that will minimize her neighbors' concerns. P. Stahl said that she should meet with the neighbors and point to the places where the screening should be, mark it on the site plan, and submit the plan back to the Town. R. Nassiff stated when you meet with your neighbors you want to be sure to document so it protects both parties and is not a problem in the future. F. Tomlins asked how strict is the Commission is enforcing the businesses in a residential area. R. Nassiff stated that this s a public hearing specifically regarding this application and F. Tomlins should address his questions in the public comment section. R. Nassiff proposes to continue the hearing to the next scheduled PZC meeting. He asked M. Martineau to provide a note to the town planner stating you are removing the accessory building, ascertain the input from the Tomlins before the next meeting working out a specific plan for the properties.

G. Harrigan of 95 Pine Street also attended the virtual meeting and did not comment.

R. Nassiff **MOVED to CONTINUE** the Public Hearing to the next PZC meeting; A. Bothell **SECONDED**; **MOTIONED CARRIED 6:0:0**

6.1 PZC 1920-08 – Application for Michelle Martineau for a home occupation for equine and canine therapeutic activities at 113 Pine Street, Assessor's Map 33, Lot 3B - **No action is taken.**

7. NEW BUSINESS (Discussion/Possible Action):

7.1 Fairview Farms South – Request to post a bond for cistern installation

P**.** Stahl received an estimate of $83 thousand for the cistern installation. Anchor Engineering completed the estimate and they could not find a contractor to do anything other than a concrete cistern that requires a crane to lift the cistern increasing the expenses. R. Nassiff asked if there was a cistern installed at Wells Wood Road. P. Stahl replied yes. R. Nassiff asked what the size of the cistern is at Wells Wood. P. Stahl said it was 15,000 and checked with the developer of Wells Wood who said it cost about $45,000. P. Stahl received the estimate for the cistern installation at Fairview Farms and shared with the surveyor, Rob Hellstrom, and developer, Joe Petrosky, and heard nothing back. R. Nassiff questioned why the cost was so high. P. Stahl thought the developer could find a contractor who may do a fiberglass cistern, reducing costs for installation. R. Nassiff questioned if this was a part of the plan for the subdivision. P. Stahl said it was and referred to her memorandum. The condition of approval was that the cistern was to be installed before lots sold. When the first lot was sold this past February, she contacted the developer and told him that he needed to install the cistern, so future sales would not be held up. Subsequently, another lot was sold, so she contacted the developer and told him that building permits cannot be issued on non-conforming lots. R. Nassiff questioned if the developer and owner of the lots are violating state statues, possibly a criminal violation and certainly, a civil issue, P. Stahl said it would fall onto the developer. R. Nassiff asked if the developer come forward with their estimate. P. Stahl stated that the developer did not provide their estimate. R. Nassiff would have like to have received a proposal from the developer and suggested that the ZEO serve notice to the developer, who does not have the right to sell these lots, and they are probably in violation of state statutes. R. Powell stated that the Commission could not take any action if there is any sense of improprieties regarding the lots. R. Nassiff suggested that the developer needs to provide their documentation, and he would like to see quotes provided by them so they could take action on the bond. P. Stahl asked if the Commission would approve a performance bond with an amount to be determined at a future meeting. L. Preston asked if the bond was approved, could the developer sell the lots without the cistern in place. P. Stahl stated that they could and the Town could issue building permits but not until the bond is in place. R. Nassiff said that someone could pull a permit, build a house, have the house, then the house burns down and the cistern is not installed yet because a bond is in place. P. Stahl said there is a time limit in the bond, and replied yes to R. Nassiff's statement. R. Powell did not think a building permit could be issued without the cistern installed. R. Nassiff said under any circumstances for the two lots sold, or any future lots, the cistern must be installed and verified before any building begins. R. Napolitano stated the cistern is the fire safety and the developer could not go any farther with the building until it is done. R. Powell said that P. Stahl should check with the building official because he thinks it is in the building code that you have to have a source of fire suppression before the certificate of occupancy is granted. P. Stahl did not think so and will check with the building department. P. Stahl will ask the developer for a solution and a building permit will not be issued until the cistern is in place. R. Powell said that the Commission does not issue building permits and it is not their purview. R. Nassiff indicated that the developer should forward his solution to the matter. P. Stahl will contact the developer and ask him to attend the next meeting. R. Nassiff would like a clear message sent to the developer stating that the Commission does not feel it is their job to resolve the issue of non-compliance and it is up to them to propose a solution. R. Powell asked if the subdivision was approved. R. Nassiff said yes it was approved. The approval of the subdivision included the cistern. He asked if the developer provided any research on the cost of the cistern. He also stated that the Commission is willing to accept performance bonds. P. Stahl said they did not provide any information on the cost of the cistern. She will ask the

developer. R. Nassiff appreciates the work that P. Stahl completed and feels that the research is done. R. Powell asked who required the cistern. P. Stahl responded that the subdivision regulations require a cistern in place. **The Commission took no action.**

OPEN PUBLIC HEARING - R. Nassiff opened the Public Hearing at 8:21 p.m.

PZC 1920-07 – PZC Proposed Zoning Regulation Revisions to Sections 8.5, 61 and 65

P. Stahl stated that the home occupation regulation was ready to go to the public hearing on March 23, 2020, but would like to revise them and skip to the next section, 61 and 65 as they are ready to be approved.

R. Nassiff **MOVED to CONTINUE** the Public Hearing to the next regular PZC meeting; A. Bothell **SECONDED**; **MOTIONED CARRIED 6:0:0**

6.2 UNFINISHED BUSINESS (Discussion/Possible Action)

PZC 1920-07 – PZC Proposed Zoning Regulation Revisions to Sections 8.5, 61 and 65 - **No action was taken by the Commission.**

8. REGULATION REVISIONS:

P. Stahl received an email from Steve Blanchard. R. Nassiff asked the members if he should recuse himself because he does business with the Blanchard's, he represents them in selling new homes. The email has to do with modifying the regulation for the height of a home on a slope. P. Stahl shared the email with the Commission explaining S. Blanchard would like the regulation modified. She told Mr. Blanchard that the Town needs to follow State Statutes and the Commission does not have the authority to make a minor change without following the statutes. R. Nassiff would like the members to consider the request and talk to him one on one if they feel that he should recuse.

9. COMMUNICATIONS AND REPORTS: None

10. COMMISSION OPEN DISCUSSION: None

11. AUDIENCE OF CITIZENS: None

12. ADJOURNMENT:

R. Nassiff **MOVED** to **ADJOURN;** R. Napolitano **SECONDED; MOTION CARRIED 6:0:0.**
The meeting was **ADJOURNED** at **8:31 p.m**.

Respectfully submitted by Flo Polek, Board Clerk
Please see the minutes of subsequent meetings for approval of these minutes and any corrections hereto.

MEMORANDUM

TO: Planning & Zoning Commission of the Town of Columbia
FROM: Paula Stahl, Town Planner
DATE: July 9, 2020

RE: PZC 1920-08 – Application for Michelle Martineau for a home occupation for equine and canine therapeutic activities at 113 Pine Street, Assessor's Map 33, Lot 3B

The applicant has, via email, withdrawn the accessory building from the application; a copy has been placed in the file.

After the last PZC meeting, Brenda Tomlins, an abutting property owner, contacted me and had concerns about the future uses of 113 Pine Street if the home occupancy were approved. They attended the virtual meeting and had heard a Commission member say that the property would be commercial and felt that would impact their property values. They send an email to me with questions, and I replied (see attached). They then asked to speak with me, which I did.

Their concern was that the neighbor's property, if approved, would be designated as a "commercial" property, and the next owner could be a full-blown commercial business in the future. They didn't realize that it would still be a residential property - only now with a home occupation. I talked with them about how the language on the land records would be specific to this use. I also said that it was up to the Commission to decide if this was an appropriate use to add to the property.

The Tomlins' said they had trouble following the discussion of the Commission. Had the meeting been in person, I feel they would have participated more by asking questions and would have had a better understanding of what the next property owner could do.

SUGGESTED MOTIONS:

MOVE to approve the application of Michelle Martineau for a home occupation for equine and canine therapeutic activities at 113 Pine Street, Assessors Map 33, Lot 3B based the application, site plan and statements made at the hearing, and the revised statement of use that limits the activity to equine therapy and indoor canine training, no more than 5 visits per week in total, no boarding of dogs, operating hours limited to between 9am and 6pm, and no accessory structure as originally proposed.

-or -

MOVE to deny the application of Michelle Martineau for a home occupation for equine and canine therapeutic activities at 113 Pine Street, Assessors Map 33, Lot 3B as the proposed use is not compatible with the Section 52.4 Special Permit Criteria specifically in regards to

_____

_____

Paula Stahl

From: Paula Stahl
Sent: Wednesday, June 24, 2020 12:34 PM
To: Brenda Tomlins
Subject: Special Permit

Mr and Mrs Tomlins,

I'd like to clarify what a Special Permit on 113 Pine Street would allow the owner to do on the property.

A Special Permit is a use granted to a property, not the owner, and the granted use is very specific. If Michelle's application for a home occupation were approved, the next property owner could do what Michelle was approved to do. Based on the revised statement of use, the owner of the property, now or in the future, would be limited to 5 visit per week for equine and canine therapeutic activities between the hours of 9am and 6pm.

If Michelle, or a future property owner, wanted to expand the home occupation use to more visits, or to board horses or dogs, or any expansion or change of the approved use, a new application for a Special Permit, with a public hearing, would be required.

I'm glad that the Governor's COVID Executive Orders allows towns to continue to conduct business via virtual meetings, but it isn't easy to communicate when we are not all in the same room together.

Please let me know if you would like to talk with me, I can call you on Friday when I'm next in the office.

Paula

Paula Stahl, LLA, AICP
Town Planner
Columbia, CT
860-228-0440

Paula Stahl

From: MICHELLE LEONARD <michelleleonard@comcast.net>
Sent: Tuesday, June 23, 2020 3:32 PM
To: Paula Stahl
Subject: Re: PZC Meeting on Monday

Hi Paula:
Please take this as notice that I am formally removing the application for accessory building.

I am meeting with the Tomlins and a landscaper on Friday. I will let you know how that meeting goes.

I will be able to proceed on July 13th.

PLEASE NOTE OUR NEW EMAIL ADDRESS IS Statewiderecorders@gmail.com

Thank You,

Michelle Martineau

Formerly known as
Michelle Leonard

*******IN ORDER TO BEST SERVE ALL OF OUR CUSTOMERS PLEASE SEND ALL NEXT DAY RECORDING REQUEST BY 4 P.M.**

******If sending packages ups or fedex please email me the day prior so we are aware packages are coming. We must be notified of all recordings coming in order to schedule them for recording. Packages must be received by 10:30

Statewide Recorders LLC
113 Pine St.
Columbia, CT 06237
860-295-8383
860-337-0335 fax

OVERNIGHT MAIL
46A Brewer St.
East Hartford, CT 06118

On 06/23/2020 2:54 PM Paula Stahl <pstahl@columbiact.org> wrote:

Michelle,

From: Brenda <brendatomlins@yahoo.com>
Sent: Wednesday, July 8, 2020 10:21:19 AM
To: Paula Stahl <pstahl@columbiact.org>
Subject: Martineau permit

July 7,2020

To columbia town zoning board

We have no objections to Michelle Martineau permit for her home business at 113 Pine St .Columbia ,CT

Frank and Brenda Tomlins
Homeowners of 111 Pine St, Columbia,Ct
Sent from my iPhone

RECEIVED

MAR 03 2020

TOWN OF COLUMBIA
BUILDING & LAND USE

TOWN OF COLUMBIA

323 Jonathan Trumbull Highway, Columbia, CT 06237
(860) 228-0440 FAX: (860) 228-2847

PZC 1920-08

Date Submitted: 3/3/2020

Fee Paid: $610.00
CHK# 2845

SPECIAL PERMIT APPLICATION

See Sections 51 and 52 of the Columbia Zoning Regulations for Special Permit requirements.

☒ New Special Permit Application
Fee: $610 ($100 PZC fee + $ 450 LN cost + $60 state fee)

☐ Modification to Approved Special Permit
Fee (if no PH): $310 ($100 PZC fee +$150 LN cost + $60 state fee)

Location of Property

Address: 113 Pine St. Columbia, CT

Assessor's Map 033 Lot 003B Zone RA Lot Area 7.99

Proposed Activity

Proposed Use: Equine + Canine Therepuetic Activities

Applicable Zoning Regulation Section(s): 8.5.2

Proposed construction: ☒ New Bldg ☐ Addition ☐ Interior ☐ Signs ☐ Site Work ☐ None
(check all that apply)

Applicant/Agent Information ☒ Primary Contact

Name: Michelle Martineau

Business Name: New England Human Animal Bond Foundation

Business Mailing Address: 113 Pine St Columbia CT 06237

Phone: Cell: 860324 0928 Email: michelleleonard@comcast.net

Interest in property: ☒ Owner ☐ Option ☐ Lessee ☐ Legal ☐ Engr ☐ Survey ☐ Other

Property Owner Information (if different from above) ☐ Primary Contact

Name:

Address:

Phone: Cell: Email:

Revised 7/1/19

SPECIAL PERMIT APPLICATION CHECKLIST

Applications are considered complete only when all of the information as required by the Columbia Zoning Regulations per Sections 51 and 52 is received. Failure to submit, or formally request a waiver, all the required items is grounds for denial by the Commission. In addition to the items below, the Commission may require additional information in order to determine if the proposal conforms to the Regulations.

Office	Applicant*	
	✓	Completed Application with original signatures (plus 10 copies)
	✓	Detailed Statement of Use that includes the nature and intensity of the proposed operation, number of employees and hours of operation (10 copies)
	✓	Names and addresses of property owners within ~~500'~~ 200' of subject property
	✓	Four (4) copies of a full scale site plan on an A2 survey, plus ten (10) reduced copies at 11" x 17", that include the following information:
		• Date, written and graphic scales, north arrow, seals & signatures of engineer, surveyor and other professionals
		• Lot dimensions with accurate linear and angular dimensions with any easements and deed restrictions noted; adjacent roads and abutter information
		• Existing and proposed topography, locations of wetlands and waterbodies, drainage swales and other site features (stone walls, trees, ledges)
		• Existing and proposed structures including dimensions and elevations
		• Table of proposed frontage, setbacks, and coverage with Zoning requirements
		• Location and results of test pits; location of proposed well and septic system
		• Location and description of proposed stormwater system including pre and post development calculations; location and description of utilities and tanks
		• Location of parking, driveways, sidewalks and access and egress points
		• Parking plan with calculations per category of use in zoning regulations
		• Erosion and Sedimentation plan and narrative
		• Outdoor lighting plan including details and specifications
		• Landscaping and screening plan including material specifications and details
	N/A	Four (4) copies of architectural plans, plus ten (10) reduced copies at 11" x 17"
	N/A	Completed Sign Application if requesting approval under Section 62.9
	N/A	Copy of approval letters from other Commissions or agencies
	N/A	Copies of all drainage reports, traffic or environmental studies

* For each item listed, indicate the following:

✓ = provided NA = not applicable W = written waiver request attached

Revised 7/1/19

Other Information

Is the property located within 500' of Columbia's town boundary? ☐ Yes ☒ No

Is the property within a FIRM Flood Zone A, A1-30? ☐ Yes ☒ No

Does the proposal require Inland Wetland's Approval? ☐ Yes ☒ No

If yes, date of approval _____ (submit copy of approval letter)

Does the proposal require ZBA approval? ☐ Yes ☒ No

If yes, date of approval _____ (submit copy of approval letter)

Does the proposal require CONN-DOT approval? ☐ Yes ☒ No

If yes, date of approval _____ (submit copy of approval letter)

Required Information

1. Copy of assessor's card
2. Completed and signed Special Permit Application including a completed checklist and written waivers (if any)
3. Application fee – Check payable to the Town of Columbia

Prior to submitting an application,
applicants are strongly encouraged to discuss the potential land use or pending application with the Town Planner 860-228-0440 or TPlanner@ColumbiaCT.org

By signing this application, I am certifying that all information submitted is true and accurate and that I have submitted all required documentation. I hereby permit Columbia staff and Commission members to enter onto and inspect this site during reasonable hours for the purpose of reviewing the site before and after a permit is granted.

Signature of Owner Michelle Martinez Date 3/3/20

Signature of Applicant _____ Date _____

Signature of Authorized Agent _____ Date _____

Statement Of Use

see the next page for the REVISED Statement of Use

Purposed business use of 113 Pine St Columbia CT for

New England Human Animal Bond Foundation Inc. a 501 (c) (3) public charity
a non-profit organization dedicated to improving the health and well being of individuals of all ages and abilities by offering animal assisted activites and animal assisted therapy for social, emotional, physical, cognitive or educational goals through the use of certified pet partner teams.

Activities to include:
Equine Interactions:

Therepuetic interactions would be using my own Equines with clients for mental health and learning benefits. This would be one-on-one interactions with a client and myself as a trained Equine Specialist, leading one of my horses; clients would not ride the horses. A mental health professional would be included when the interactions are for a mental health benefit.

There could be up to 20 visits per week

Canine training:
Training of a clients dog to become an emotional support partner. Training would be in my home. This could consist of once a week session with client to review what I have trained the dog on. There may also be situations where I assess the potential of a client's dog to become an emotional support or therapy partner.

Training of a therapy dog and its handler to work as a team.

I will not be boarding dogs.

There could be up to 10 visits per week

5 days a week (which days are not yet determined)
Hours 9am to 6pm

Future additional staff would consist of 1 additional duly trained Equine specialist/ dog trainer.

There would not be any need for anyone to trailer in with any equines.
There would not be any need for any traffic other than normal passenger vehicles.

Proposed additional assessory buiding to conduct indoor therapy sessions and training. 60x 80 as seen on map.

Property is treated with organic bug control and fertilizer on a recommended seasonal schedule.

Revised Statement of Use
submitted via email 5/22/20

Statement Of Use

Purposed business use of 113 Pine St Columbia CT for

New England Human Animal Bond Foundation Inc. a 501 (c) (3) public charity
a non-profit organization dedicated to improving the health and well being of individuals of all ages and abilities by offering animal assisted activites and animal assisted therapy for social, emotional, physical, cognitive or educational goals through the use of certified pet partner teams.

Activities to include: Up to 5 visit s per week
Equine Interactions:

Therepuetic interactions would be using my own Equines with clients for mental health and learning benefits. This would be one-on-one interactions with a client and myself as a trained Equine Specialist, leading one of my horses; clients would not ride the horses. A mental health professional would be included when the interactions are for a mental health benefit.

Canine training:
Training of a clients dog to become an emotional support partner. Training would be in my home. This could consist of once a week session with client to review what I have trained the dog on. There may also be situations where I assess the potential of a client's dog to become an emotional support or therapy partner.

Training of a therapy dog and its handler to work as a team.

I will not be boarding dogs.

5 days a week (which days are not yet determined)
Hours 9am to 6pm

There would not be any need for anyone to trailer in with any equines.
There would not be any need for any traffic other than normal passenger vehicles.
No commercial vehicles, buses, vans etc.

Proposed additional assessory buiding to conduct indoor therapy sessions and training. 60x 80 as seen on map.

Proposed Revisions to Zoning Regulations on Home Occupations

Public Hearing on March 23, 2020

8.5 **Home Occupations:** (Entire Section Revised xx/xx/20) The Town of Columbia recognizes the need for some of its citizens to use their place of residence for limited activities of a commercial nature. It is the intent and purpose of this section to establish standards through which limited commercial activities are permitted in the Town's residential and mixed-use zones through the process described below, while at the same time protecting the integrity of the underlying zone.

8.5.1 **Requirements and Standards for all Home Occupations**: The application for a Certificate of Zoning Compliance shall be signed by the person or persons proposing to conduct the home occupation and shall be accompanied by a detailed description of the proposed use including the estimated number of vehicles likely to enter and exit the site on both and hourly and daily basis. The Certificate of Zoning Compliance shall automatically terminate when the applicant no longer resides in the dwelling unit.

a. The home occupation is clearly secondary to the use of the dwelling for dwelling purposes.

b. The individual(s) conducting the home business shall both own and reside in the dwelling unit.

c. The home occupation shall be contained wholly within the dwelling or a permitted accessory building.

d. There shall be no visible evidence or indication of the home occupation as seen from outside any building or structure used for the home occupation, except for a sign as permitted in Section 62.5.

e. Parking shall be provided per Section 61.

f. The home occupation does not create objectionable noise, odors, smoke, dust, lighting, vibrations, unsightly conditions noticeable off the premises, television, radio and electrical and electronic interference, or vehicular traffic in the neighborhood. There shall be no discharge of a hazardous or toxic substance to the air, surface water, ground water or ground.

8.5.2 **Minor Home Occupation**: The Zoning Agent may issue a Certificate of Zoning Compliance provided the following standards, in addition to the requirements and standards of Section 8.1.1, are met:

a. No more than one (1) commercial-type vehicle for the home occupation, not to exceed 11,000 pounds gross vehicle weight, will be parked on the premises.

b. The home occupation is one that does not involve on-site sales, classes, personal services, or other nonresidential activities likely to attract or require visits by persons who do not reside on the premises.

c. No portion of the home occupation will be conducted outside of the principal or accessory structures.

d. No more than two (2) persons may be employed in the home occupation who do not reside on the premises

e. The total floor area for all home occupations permitted on the lot would not exceed seven-five hundred (750) square feet.

f. Low Impact Home Occupations include, but are not limited to, the production (but not the on-site sale) of arts, crafts, home preserves, and knitted, sewn or baked goods; as well as the offices of plumbers, house painters, electricians, and other persons whose services are not performed at the dwelling.

8.5.3 **Moderate-impact Home Occupation**: The Commission may approve a Site Plan Application for a moderate-impact home occupation provided the following standards, in addition to the requirements and standards of Section 8.1.1, are met:

a. The estimated vehicles that will enter and/or exit the site on a daily basis shall not exceed a total of ten vehicles per day.

b. Two commercial vehicles associated with the home occupation may be permitted provided:

c. The vehicle size is limited to a single rear axle, dual rear wheels vehicle of no more than twenty-two (22') feet in overall length (bumper to bumper) and ten (10') feet in overall height (road surface to top of body).

d. Said vehicle shall be either garaged on the premises or screened so as not to be visible, when standing at ground level, from the boundary of any adjacent property including those properties separated by public or private rights of way. Screening for the purposes of this section shall consist of the use of the natural topography, or landscaping, stone walls and/or evergreen trees or shrubs of suitable height to meet this requirement.

e. No more than four (4) persons may be employed in the home occupation who do not reside on the premises.

f. The total floor area for all home occupations permitted on the lot would not exceed one thousand (1,000) square feet.

g. One contiguous outdoor area not to exceed 100 square feet for storage if screened from all abutting properties and the street.

h. Moderate Impact Home Occupations include, but are not limited to, the same as for a Low Impact Home Occupation that includes on-site sales or visitors; professional offices and personal services by appointment only; dog grooming (boarding is prohibited).

8.5.4 **Major-impact Home Occupation**: The Commission may approve a Special Permit Application for a major impact home occupation in accordance with the provisions of Section 52, provided the following standards, in addition to the requirements and standards of Section 8.1.1, are met:

a. The estimated vehicles that will enter and/or exit the site on a daily basis shall not exceed a total of twenty vehicles per day.

b. The minimum lot area is not less than five (5) acres.

c. The home occupation shall be separated from all abutting property lines by a minimum of one hundred (100) feet.

d. The Commission shall require such screening as it may determine, in its sole discretion, to be necessary to preserve the residential character of the lot and neighborhood. Such screening shall always include, but shall not to be limited to, vegetative buffers to fully screen commercial-type vehicles and parking areas serving five or more vehicles from abutting roads and properties; the screening shall be maintained to ensure its effectiveness for as long as the home occupation.

8.5.5 **Prohibited Home Occupations**: The following uses are prohibited as home occupations:

a. Vehicle storage, salvage, or repair.

SECTION 61 - PARKING AND LOADING (Entire Section Revised xx/xx/20)

61.1 General Requirements: Off-street Parking and loading spaces shall be provided for any use of land, buildings or other structures in accordance with the standards of this Section. The required off-street parking and loading areas shall be permanently maintained and made available for uses as approved as long as the approved permitted use exists.

61.1.1 Applicability:

a) Any use already existing shall conform to these standards to the extent that it conforms at the time of adoption of this Section.

b) Any change or expansion in the permitted use shall require approval of compliance with these regulations.

c) Any use or uses involving the receipt or distribution of materials, merchandise or vehicles shall provide and maintain adequate space for all off-street standing, turning, loading and unloading.

61.2 Dimensions:

a) A parking space shall be an area with such shape, vertical clearance, access and slope as to accommodate one automobile having an overall length of 20 feet and shall be at least ten feet wide by eighteen feet long (10' x 18').

b) Access to parking spaces shall be from a one-way aisle width of 20' or a two-way aisle width of 24'.

c) A loading space shall constitute an area of 12 feet in width and 55 feet in length with a vertical clearance of 15 feet with such shape, access and slope as to accommodate one truck having an overall length of 30-feet.

61.3 Number of Parking and Loading Spaces: Off-street parking and loading spaces shall be provided for specific uses as follows:

61.3.1 Dwellings: Two (2) spaces for each family or dwelling unit plus one (1) space for each bed in any room available for rent to tourists or boarders.

61.3.2 Home Occupations: One space per non-resident employee, and one space per 300 sq. ft. of customer area and one loading space for delivery and/or shipping.

61.3.3 Places of Assembly: (church, place of worship, theater, school or stadium): One (1) space for each five (5) seats and located on a lot not more than 300 feet in a direct line from the building.

61.3.4 Business and Professional Offices: One (1) spaces for every 500 sq. ft. of gross floor area.

61.3.5 Retail Stores: one (1) space for each 300 sq. ft. of retail area.

61.3.6 Restaurants (and other establishments serving food or beverages): One (1) space for each 150 square feet of patron area.

61.3.7 Indoor Recreation, Health Club, Gym, and Private Classes: One (1) space for each four (4) seats, stations or occupancy.

61.3.8 Motels, Hotels and Convalescent Homes: One (1) space for each bed for patients or guests plus one (1) space for each three (3) employees.

61.3.9 Service Stations (and automobile repair garages): Three spaces per each bay plus 1 per .5 per employee.

61.3.10 Industrial and Manufacturing (including warehouses, wholesale businesses, research laboratories and establishments for the manufacture, processing or assembling of goods); one (1) space for each 1.5 employees during the largest daily work shift period.

61.3.11 Other Uses: Sufficient off-street parking spaces, as approved by resolution of the Planning & Zoning Commission shall be provided in connection with any use not specified in Paragraphs 1 through 10 to accommodate the vehicles of all persons occupying the premises so that the purpose and intent of this Section is maintained.

61.3.12 Loading Space. A minimum of one (1) off-street loading and unloading space shall be required for each ten thousand (10,000) square feet of gross building floor area. Additional off-street loading and unloading spaces may be required by the Planning and Zoning Commission because of the building volume, location or particular use nature of the development under consideration.

61.4 Mixed Uses: Where more than one use is located on a property, sufficient parking shall be provided for each use per Section 61.3. The Commission may consider a reduction of required parking for a combination of uses that have a quantifiable differing demand time for parking.

61.5 Shared Parking Area: The Commission may approve shared parking on two or more adjoining lots to provide the total number of required parking spaces providing a reciprocal written agreement has been executed by the property owners that assures the perpetual joint use and maintenance of such common parking.

61.6 Standards: All off-street parking and loading spaces shall be designed and constructed in accordance with the following standards:

61.6.1 Design: Except for parking spaces provided in connection with a dwelling, each parking space shall be provided with adequate area for approach, turning and exit of an automobile having an overall length of 20 feet without need to use any part of public street right-of-way. Points of entrances and exit for driveways onto the street shall be located so as to minimize hazards to pedestrian and vehicular traffic in the street. No off-street loading space and no truck loading bay, ramp or dock shall be designed or arranged in a manner than trucks must use any part of public street right-of-way for maneuvering, or for loading and unloading.

61.6.2 Construction: All off-street parking and loading spaces shall be suitably improved, graded, stabilized and maintained so as to cause no nuisance or danger from dust or from storm water flow onto any public street. Except for necessary driveway entrances, and except for parking spaces provided in connection with a dwelling, all off-street parking and loading spaces located within 10 feet of any public street right-of-way shall be separated from such right-of-way by a curb, a fence or wall or an embankment in such a manner that cars will not overhang the right-of-way.

61.6.3 Landscaping: Any parking area accommodating 30 or more cars in connection with a use of land, buildings or other structures shall be provided with not less than one (1) tree, for each 30 cars in the parking area, and suitably located in landscaped islands within or border strips adjacent to the parking area so as to enhance the appearance of the premises. The Trees shall be of a species on the list of recommended plant material for various locations is available in Land Use Department shall be suitably planted and maintained and shall be not less than two (2) inches caliper and 10 feet in height.

SECTION 65 - PERFORMANCE STANDARDS

65.1 **Purpose**. These performance standards are adopted to prevent activities on any property detrimental to the use, enjoyment and value of any other property, buildings or structures or detrimental to public health, safety and welfare.

65.2 **Applicability**. All use of property must be in compliance with the standards of this section. This section further applies to all applications seeking zoning approval (approval of a Zoning Permit, Site Plan or Special Permit) and the carrying out of those uses and activities permitted as of right.

65.3 **Standards.** The use of land, buildings, and other structures, wherever located, shall be established and conducted so as to conform to the following performance standards.

1. Smoke, Gases and Fumes – No dust, dirt, fly ash, smoke, gas, or fumes shall be emitted into the air from any lot so as to endanger or impair the public health, safety, welfare or the value and reasonable use of any other lot.
2. Vibration - With the exception of vibration necessarily involved in the construction, or demolition of buildings, no vibration shall be transmitted outside the lot where it originates so as to endanger or impair the public health, safety, welfare or the value and reasonable use of any other lot.
3. Odors - No offensive odors shall be emitted into the air from any lot so as to impair the value and reasonable use of any other lot, excluding agriculture fertilizers used in the customary and ordinary course of legal agricultural activities.
4. Glare and Heat - No light shall be transmitted outside the lot where it originates so as to endanger the public health or safety, including the public health, safety, or welfare on any street or highway, or to impair the value and reasonable use of any other lot.
5. Refuse and Pollution - No refuse or other waste materials and no liquids shall be dumped on any lot or dumped or discharged into any river, stream, estuary, water course, storm drain, pond, lake, swamp or marsh so as to constitute a source of water pollution or so as to endanger or impair the public health, safety, welfare or the value and reasonable use of any other lot.
6. Danger - No material which is dangerous due to explosion, extreme fire hazard or radioactivity shall be used, stored, manufactured, processed or assembled except in accordance with applicable codes, ordinances and regulations of the Town, State of Connecticut and Federal Government.
7. Radio Interference - No use on any lot shall cause interference with radio and television reception on any other lot and any use which generates electromagnetic radiation or interference shall conform to the regulations of the Federal Communications Commission.

8. Noise - With the exception of farm implements and farm animals, time signals, fire, police or ambulance sirens and the noise customarily involved in the construction or demolition of buildings and other structures, the following requirements shall be met:

   a. No noise shall be transmitted outside the lot where it originates when such noise has a decibel level, octave band, intermittence and/or beat frequency which endangers the public health, safety or impairs safety on or the value and reasonable use of any other lot.

   b. All noise generated on any lot shall be consistent by the Regulations of Connecticut State Agencies Section 22a-69-1.

   c. Construction noise shall be prohibited between the hours of 7 PM and 7 AM, unless permitted by special permit.

   d. When required by the Commission, applications shall be accompanied by a report from a professional acoustical engineer demonstrating that the noise standards will be attained. Prior to the issuance of a Certificate of Zoning Compliance, the lot owner shall be responsible for testing of stationary equipment verifying compliance with noise standards. At the discretion of the Commission, such tests shall be conducted in the presence of the ZEO.

   e. Specific uses described in these Regulations may have additional noise requirements that shall be met.

65.4 *reserved for future use*

65.5 *reserved for future use*

65.6 Lighting Standards. (adopted 5/1/17) *no revisions*

65.7 Screening and Buffers (adopted 11/1/19) *no revisions*

PZC 2021-01

RECEIVED

JUL 02 2020

TOWN OF COLUMBIA
BUILDING & LAND USE

TOWN OF COLUMBIA

323 Jonathan Trumbull Highway, Columbia, CT 06237
(860) 228-0440 FAX: (860) 228-2847

Date Submitted: 7/2/20

Fee Paid: $160.00
CHK# 1328

$160.00

SPECIAL PERMIT APPLICATION

See Sections 51 and 52 of the Columbia Zoning Regulations for Special Permit requirements.

☐ New Special Permit Application
Fee: $610 ($100 PZC fee + $ 450 LN cost + $60 state fee)

☑ Modification to Approved Special Permit
Fee (if no PH): $310 ($100 PZC fee +$150 LN cost + $60 state fee)

Location of Property

Address: 468 Rt 87 EAST Columbia, CT

Assessor's Map 30 Lot 038 Zone RA Lot Area 56 Ac. ±

Proposed Activity

Proposed Use: Addition of farmers Market Use of Parking lot,

Applicable Zoning Regulation Section(s): 21.5.3(2)

Proposed construction: ☐ New Bldg ☐ Addition ☐ Interior ☐ Signs ☐ Site Work ☒ None
(check all that apply)

Applicant/Agent Information ☒ **Primary Contact**

Name: WALTER TABOR

Business Name:

Business Mailing Address:

Phone: Cell: 860 933 1605 Email: waltertabor@yahoo.com

Interest in property: ☒ Owner ☐ Option ☐ Lessee ☐ Legal ☐ Engr ☐ Survey ☐ Other

Property Owner Information (if different from above) ☐ **Primary Contact**

Name: Same

Address:

Phone: Cell: Email:

Revised 11/1/19

SPECIAL PERMIT APPLICATION CHECKLIST

Applications are considered complete only when all of the information as required by the Columbia Zoning Regulations per Sections 51 and 52 is received. Failure to submit, or formally request a waiver, all the required items is grounds for denial by the Commission. In addition to the items below, the Commission may require additional information in order to determine if the proposal conforms to the Regulations.

Yes	N/A	W	
			Completed Application with original signatures (plus 10 copies)
			Detailed Statement of Use that includes the nature and intensity of the proposed operation, number of employees and hours of operation (10 copies)
			Names and addresses of property owners within 200′ of subject property
			Four (4) copies of a full-scale site plan on an A2 survey, plus ten (10) reduced copies at 11″ x 17″, that include the following information:
			• Date, written and graphic scales, north arrow, seals & signatures of engineer, surveyor and other professionals
			• Lot dimensions with accurate linear and angular dimensions with any easements and deed restrictions noted; adjacent abutter information
			• Existing and proposed topography, locations of wetlands and waterbodies, drainage swales and other site features (stone walls, trees, ledges)
			• Existing and proposed structures including dimensions and elevations
			• Table of proposed frontage, setbacks, and coverage with Zoning requirements
			• Location and results of test pits; location of proposed well and septic system
			• Location and description of proposed stormwater system including pre and post development calculations; location and description of utilities and tanks
			• Location of parking, driveways, sidewalks and access and egress points
			• Parking plan with calculations per category of use in zoning regulations
			• Erosion and Sedimentation plan and narrative
			• Outdoor lighting plan including details and specifications
			• Landscaping and screening plan including material specifications and details
			Four (4) copies of architectural plans, plus ten (10) reduced copies at 11″ x 17″
			Completed Sign Application if requesting approval under Section 62.9
			Copy of approval letters from other Commissions or agencies
			Copies of all drainage reports, traffic or environmental studies

For each item listed, indicate the following:

yes = provided N/A = not applicable W = written waiver request attached

Revised 11/1/19

Other Information

Is the property located within 500' of Columbia's town boundary? ☐ Yes ☑ No

Is the property within a FIRM Flood Zone A, A1-30? ☐ Yes ☑ No

Does the proposal require Inland Wetland's Approval? ☐ Yes ☑ No

If yes, date of approval _____ (submit copy of approval letter)

Does the proposal require ZBA approval? ☐ Yes ☑ No

If yes, date of approval _____ (submit copy of approval letter)

Does the proposal require CONN-DOT approval? ☐ Yes ☑ No

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Required Information

1. Copy of assessor's card
2. Completed and signed Special Permit Application including a completed checklist and written waivers (if any)
3. Application fee – Check payable to the Town of Columbia

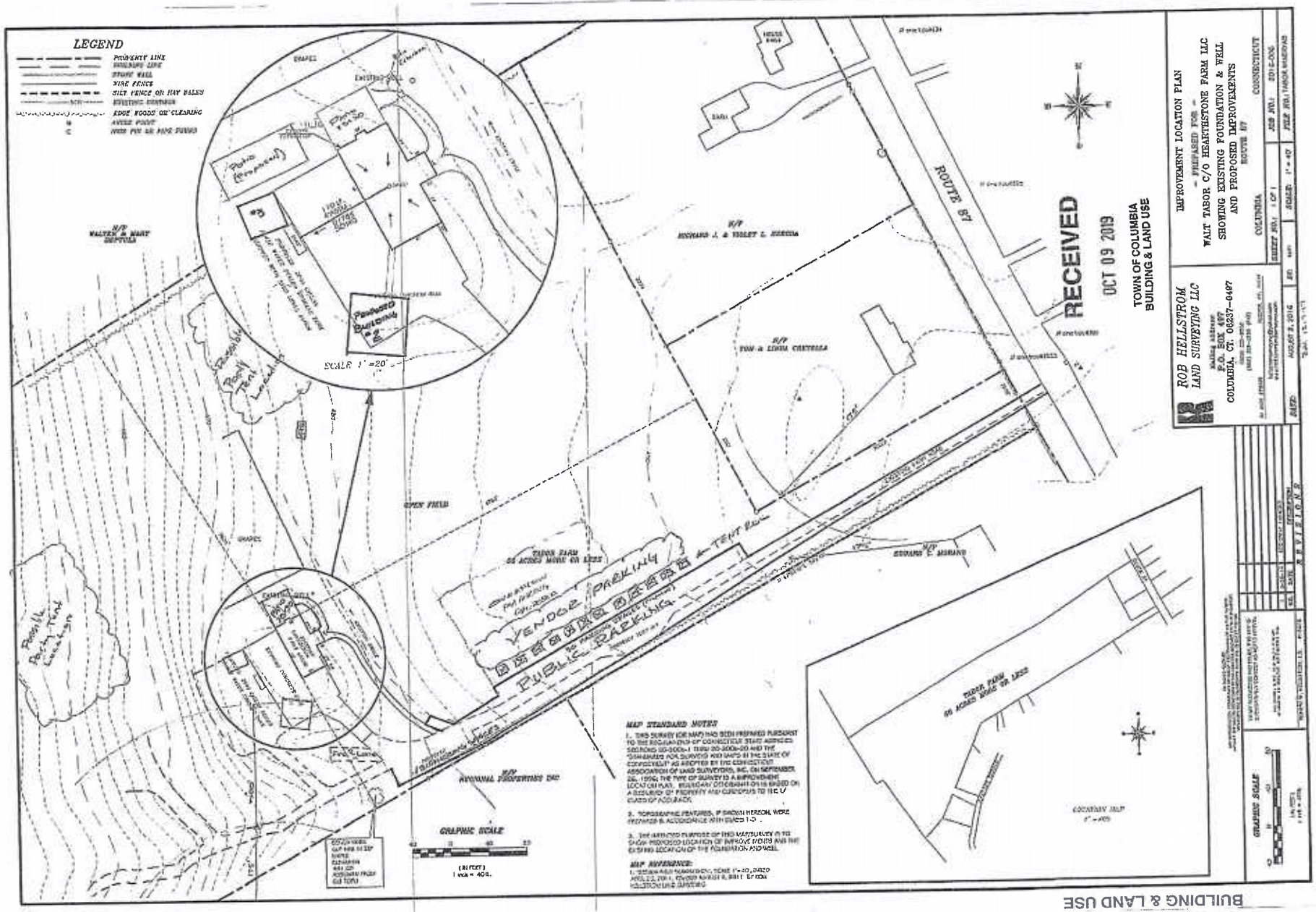
Prior to submitting an application,
applicants are strongly encouraged to discuss the potential land use or pending application with the Town Planner 860-228-0440 or TPlanner@ColumbiaCT.org

By signing this application, I am certifying that all information submitted is true and accurate and that I have submitted all required documentation. I hereby permit Columbia staff and Commission members to enter onto and inspect this site during reasonable hours for the purpose of reviewing the site before and after a permit is granted.

Signature of Owner _____ Date 6.30.20

Signature of Applicant _____ Date _____

Signature of Authorized Agent _____ Date _____



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JUL 02 2020
TOWN OF COLUMBIA
BUILDING & LAND USE
COPY

TOWNE ENGINEERING, INC.
PROFESSIONAL ENGINEERS • LAND SURVEYORS • EXPERT WITNESS
MAIL: P.O. BOX 162 SOUTH WINDHAM, CT 06266
OFFICE: 1 RICHMOND LANE, WILLIMANTIC, CT 06226
860-423-6371 • 860-889-2100 • Fax 860-423-5470

DONALD R. AUBREY, P.E., L.S.
JOSEPH H. BOUCHER, M.S., L.S.
MATTHEW D. MAYNARD, P.E.

July 7, 2020

Columbia Planning and Zoning Commission
323 Route 87
Columbia, CT 06237

Attn: Paula Stahl, Town Planner

Re: Filing Extension
Corso/Hoar Subdivision
TEI Job #19-078

Dear Commissioners;

On behalf of the Applicants and Land Owners we respectfully request a second 90 day extension for the requirements for filing the approved mylars in accordance with section 4.13 of the Subdivision Regulations.

Thank You.

Respectfully Submitted,

Joseph H. Boucher, M.S., L.S.
Towne Engineering, Inc.

MEMORANDUM

TO: Planning & Zoning Commission of the Town of Columbia
FROM: Paula Stahl, Town Planner
DATE: July 9, 2020

RE: Corso Subdivision – Extension Request for Filing Final Plans

The Corso Subdivision of 563 Route 87 was approved February 24, 2020. By State Statutes, the approved plans and associated documents must be recorded in the office of the Columbia Town Clerk by June 15, 2020 (not later than 90 days from the expiration of the appeals date), unless an extension has been granted by the Commission.

On April 27, 2020, the Columbia Planning and Zoning Commission approved a 90-day extension to file the Corso/Hoar Subdivision Final Plan with the Columbia Town Clerk.

The Corso's have been working with their mortgage company for a release of the lien on the portion of the parcel to be conveyed to their daughter and her family.

Columbia's subdivision regulations allow up to two 90-day extension to file the final plans with the Town Clerk. The Corso's agent is requesting the 2nd, and final, extension at this time.

SUGGESTED MOTION:

MOVE to grant a second 90-day extension to file the Corso/Hoar Subdivision Mylars on the Town's land records in accordance with Section 4.13 of the Columbia Subdivision Regulations.