



**TOWN OF FRANKLIN**  
**PLANNING & ZONING COMMISSION (PZC)**  
**FRANKLIN TOWN HALL**  
**7 Meetinghouse Hill Rd.**  
**Franklin, CT 06254**  
**REGULAR MEETING MINUTES**  
**Tuesday, February 20, 2018, 7:30 p.m.**

---

---

1. Call to Order: Chairman McGuire called the meeting to order at 7:30 p.m.

**Members Present:** Peter Ballaro, Secretary Matt Calvert, Chairman John McGuire, III, James Wheeler.

**Members Absent:** Pat Osten. **Alternate Members Present:** Don McClure. **Alternate Members Absent:** Leo Bienvenue, Niels Jeppesen

**Also Present:** Sam Alexander, Town Planner, Justin LaFountain, Incoming Town Planner, & Ron Chalecki, Zoning Enforcement Officer

Don McClure was seated for Pat Osten.

2. Recognition of Visitors: Chairman McGuire recognized those in attendance.

3. Public Hearing:

- a. **PZC #17-11 Greg Allen:** New Subdivision Site Plan Review for property located at 31 Pond Rd, Assessor's Map 23, Lot 85, Zoned R-80. Existing use of property is a single family residential dwelling situated on 77 acres. Proposed activity is a one lot subdivision with the creation of a rear lot for construction of a single family dwelling

Chairman McGuire opened the Public Hearing at 7:35 p.m. Chairman McGuire recused himself from this application and turned over the meeting to Secretary Calvert.

**APPLICANT / PRESENTATION:** Greg Allen and the project surveyor were present to represent the applicant. Mr. Allen indicated plans are currently being revised in response to recent Staff comments. At this point, the Inland, Wetlands, and Watercourses Commission (IWWC) is scheduled to review and potentially act on this application at their March 6, 2018 monthly meeting.

**PUBLIC COMMENTS:** None

**TOWN STAFF COMMENTS:** Ron Chalecki provided plan review comments, including items 1 through 9, to the project surveyor for consideration. Additionally, because a portion of the proposed driveway encroaches on the wetlands review area, IWWC must review the plan prior to PZC approval.

**MOTION #1 (02-20-18):** made by Mr. Calvert **SECONDED BY** Mr. Ballaro that the Planning & Zoning Commission continue the Public Hearing for PZC #17-11 Greg Allen to March 20, 2018

**VOICE VOTE:** Chairman McGuire - Abstained

**MOTION CARRIES**

Secretary Calvert turned the meeting back over to Chairman McGuire.

4. Additions to the Agenda:

**MOTION #2 (02-20-18):** made by Chairman McGuire **SECONDED BY** Mr. Calvert that the Planning & Zoning Commission add FEMA Correspondence to 7.c.

**VOICE VOTE: UNANIMOUS; MOTION CARRIES**

## 5. Approval of Minutes:

## a. January 16, 2018

**MOTION #3 (02-20-18):** made by Mr. Ballaro **SECONDED BY** Mr. Wheeler that the Planning & Zoning Commission approve meeting minutes of January 16, 2018 as amended

- Elections of Officers: **MOTION #2:** Change Vice Chairman to “Secretary”
- Approval of Minutes: **MOTION #3:** November 21, 2018 Minutes were approved (December 19, 2018 was cancelled)

**VOICE VOTE: UNANIMOUS;**

**MOTION CARRIES**

## 6. Report of the Zoning Enforcement Officer: No report.

**ROUTE 32 / SEYMOUR ADELMAN ACTIVITIES:** Mr. Chalecki intends to visit property on Route 32 where Seymour Adelman recently deconstructed a house and cleared the land because an office trailer has been put on this property.

**ROUTE 32 & WHIIPORWILL ROAD:** Mr. Chalecki noted there are new owners of the auto sales and repair business on this site. It appears configuration of the lot has changed and may not be in compliance with the approved site plan.

**96 ROUTE 32 (DATA DARBAR):** Mr. Chalecki noted the storage shed constructed on this property is not in compliance with the approved site plan as it is in violation of the front set-back. Property owner said he would relocate the shed when weather allows.

**GOLF COURSE:** Mr. McGuire noted he has performed a site walk on the golf course property. It appears there has been recent activity on this site. Mr. McGuire intends to request a full and current assessment of erosion and sedimentation controls.

## 7. Correspondence/Commission Matters:

- a. CT Federation of Planning & Zoning Agencies Annual Conference – March 22, 2018
- b. FEMA Correspondence. There was review of correspondence from the U.S. Department of Homeland Security, FEMA Region 1, dated January 31, 2018, regarding Thames Watershed as part of the FEMA’s Risk Mapping, Assessment, and Planning (Risk MAP) program.

## 8. Report of the Building Official: None

## 9. Report of the Wetlands Enforcement Officer: None

## 10. Unfinished Business:

- a. **PZC #17-11 Greg Allen:** New Subdivision Site Plan Review for property located at 31 Pond Rd, Assessor’s Map 23, Lot 85, Zoned R-80. Existing use of property is a single family residential dwelling situated on 77 acres. Proposed activity is a one lot subdivision with the creation of a rear lot for construction of a single family dwelling. [See Above Agenda Item 3a.]
- b. **Review Regulations:** Members reviewed draft sign regulations dated April 13, 2017 as submitted by Sam Alexander. Additionally, members reviewed recent Public Acts, temporary health care structures, and the legal variance process, and how these topics may relate to current Planning & Zoning Regulations.

PZC reviewed drafted proposed amendments to the Town of Franklin’s Zoning Regulations, dated February 21, 2018, as submitted by Samuel Alexander, Planner II, SCCOG.

**MOTION # (02-20-18):** made by Mr. Calvert **SECONDED BY** Mr. Wheeler that the Planning & Zoning Commission schedule a Public Hearing on Tuesday, April 17, 2018, 7:30 p.m., at the Town Hall for proposed regulation changes addressing the following subjects: Signs, Non-Conformities, Temporary Healthcare Structures, Appeals, Wells & Septic Systems, Minor Procedural Corrections & Wording Changes

**VOICE VOTE: UNANIMOUS;**

**MOTION CARRIES**

11. New Business:

- a. **PZC #18-01 Franklin Farms:** Proposed Revised Commercial Site Plan, Special Permit, for property located at 931 Route 32, Assessor's Map 3, Lot 7, Zoned R-120, existing use of property is sand & gravel excavation, proposed use is a one acre expansion of use

**APPLICANT / PRESENTATION:** Mr. Joe Boucher, Towne Engineering, and Mr. Harold Hopkins, Windham Materials, were present. There was review of the original approval and a brief history of activities that have taken place on this property over the years. This application is being made to PZC because the one acre portion as shown on the plans is an area that was inadvertently not included as part of the original approval.

**MOTION #4 (02-20-18):** made by Mr. Calvert **SECONDED BY** Mr. Ballaro that the Planning & Zoning Commission schedule a Public Hearing for PZC #18-01 Franklin Farms for Tuesday, March 20, 2018, 7:35 p.m.

**VOICE VOTE: UNANIMOUS;**

**MOTION CARRIES**

12. Public Comment:

13. Adjournment:

**MOTION #5 (02-20-18):** made by Mr. Calvert **SECONDED BY** Mr. Ballaro that the Planning & Zoning Commission adjourn the meeting at 8:13 p.m.

**VOICE VOTE: UNANIMOUS;**

**MOTION CARRIES**

Respectfully submitted,  
*Sherry Pollard,*  
Administrative Assistant to the Commission