

**TOWN OF FRANKLIN
PLANNING & ZONING COMMISSION (PZC)
FRANKLIN TOWN HALL
7 Meetinghouse Hill Rd.
REGULAR MEETING MINUTES
March 16, 2021, 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:** Patrick McCarthy. **Alternate Members Absent:** Leo Bienvenue, Don McClure.

Also, Present: Ron Chalecki, Zoning Enforcement Officer, Charlie Grant, First Selectman, Carly Holzschuh, AICP, SECCOG Town Planner.

2. Recognition of Visitors: Joe Boucher, Jason Basley, Harold Hopkins

3. Additions to Agenda: NONE

4. Approval of Minutes:

- a. February 16, 2021

MOTION #1 (03.16.21): made by Peter Ballaro **SECONDED BY** Jim Wheeler that the Planning & Zoning Commission approve Meeting Minutes of February 16, 2021 – as amended.

Agenda Item 9. Re-letter to “a. and b.”

VOICE VOTE: UNANIMOUS;

MOTION CARRIES

** Chairman McGuire seated Patrick McCarthy for absent member Pat Osten.

5. Correspondence / Commission Matters:

- a. CT Federation of Planning & Zoning Agencies (2022 Renewal)

Dues through March 21, 2022 are in the amount of \$110.00.

MOTION #2 (03.16.21): made by Jim Wheeler **SECONDED BY** Peter Ballaro that the Planning & Zoning Commission approve the CT Federation of Planning & Zoning Agencies 2022 Annual Renewal

VOICE VOTE: UNANIMOUS;

MOTION CARRIES

6. Report Town Planner:

CANNABIS LEGISLATION: Carly Holzschuh submitted a staff report, dated March 8, 2021, outlining Governor’s Bill No. 888: An Act Responsibly and Equitably Regulating Adult-Use Cannabis. The Bill is currently being written and has not been voted on. It was recommended, the Planning and Zoning Commission consider a review of current regulations that are relative to the potential legalization of adult cannabis growth, dispensaries, and retail activities. Areas of interest include, but are not limited to, farming, forestry, specialized agricultural uses as a special exception, and retail.

7. Report Wetlands Official: Carly Holzschuh noted IWWC did not meet in March.

8. Report of the Building Official: No report.

9. Unfinished Business:

- A. **Application #21-01, Jason Basley (Plant Group):** Revised Commercial Site Plan for property located at 117 Pond Rd., Franklin, CT, Map 18, Lot 9, Zoned R80. Existing Use is plant growth and distribution, proposed use is construction of new loading dock and relocating water run-off drains

APPLICANT/PRESENTATION: Jason Basley was present and provided a revised site plan in accordance with previous changes required by the Zoning Enforcement Officer.

ZONING ENFORCEMENT OFFICER: Ron Chalecki reviewed revised site plan as submitted and noted initial changes have been completed. However, additional changes are that the date on the plan should be made current and new catch basin elevations should be added to the plans.

TOWN PLANNER: The new engineered site plan, as was previously required, has been submitted and is acceptable.

MOTION #3 (03.16.21): made by Matt Calvert **SECONDED BY** Peter Ballaro that the Planning & Zoning Commission approve Application #21-01, The Plant Group, Jason Basley, with the following conditions:

1. Final Site Plan/Mylar to show current date of 02.26.21 as this is a new plan showing current property layout
2. Final Site Plan/Mylar is to show elevations of newly proposed catch basin at loading dock
3. Final Site Plan/Mylar is to be filed on the Town Land Records in the Town Clerks Office within 90 days after the appeal period.

VOICE VOTE: UNANIMOUS;

MOTION CARRIES

B. Affordable Housing Plan - Survey Update:

Carly Holzschuh reviewed the Draft Town of Franklin Affordable Housing Plan as submitted. Areas of review included, but were not limited to, defining "affordable housing", plan development process, housing conditions in Franklin and surrounding areas, local and regional housing market, consideration of local Plan of Conservation & Development, Affordable Housing Appeals Act, community input, and action plan options.

MOTION #4 (03.16.21): made by Jim Wheeler **SECONDED BY** Patrick McCarthy that the Planning & Zoning Commission schedule a Public Hearing for Monday, April 12, 2021, 7:00 p.m.

VOICE VOTE: UNANIMOUS;

MOTION CARRIES

C. Update: Franklin Hills Estates & Country Club - Golf Course:

Carly Holzschuh reviewed recent Boundaries reports dated Jan 27 & 28, 2021, February 16, 2021, and March 1, 2021. There have been a few rain events recently, and overall, the site itself and erosion and sedimentation controls remain in good condition.

10. New Business:

- A. **Application #21-02, Windham Materials LLC.** New Commercial Site Plan, Special Exception, for property located at Route 32 & Pleasure Hill Rd & 949 Route 32, Assessor's Map 1 Lot 16-17 and Map 4, Lot 2; Zoned R-120, existing use is active earth excavation, proposed use is next phase of earth excavation activities

APPLICANT/PRESENTATION: Joe Boucher, Towne Engineering, was present to provide a brief presentation of proposed activities. Mr. Boucher submitted an Activity Proposal Summary Report into the record. The report provided a history of excavation and proposed continuation of excavation activities.

MOTION #5 (03.16.21): made by Jim Wheeler **SECONDED BY** Peter Ballaro that the Planning & Zoning Commission schedule a Public Hearing for Tuesday, April 20, 2021, 7:30 p.m.

VOICE VOTE: UNANIMOUS; MOTION CARRIES

- B. **“Previous” Application PZC #20-01 Franklin Organic Mushrooms/K-Best USA Trading Inc./Windham Materials LLC:** Close-out Request for property located on 931 Route 32, Map 3, Lot 7, Zoned R-120; Existing Use is restoration activities and proposal is close-out of permit and release of bond

APPLICANT/PRESENTATION: Joe Boucher, Towne Engineering, was present to provide a presentation and submitted a Project Data Report, dated March 4, 2021, into the record. The report provided a history of excavation activities, permit specifics, mineral rights, permit holder specifics, and bonding. The site is near its final grade in general conformance with the last renewal plan. A small area needs to be loamed and graded due to the recent break-down of dozer equipment.

ZONING ENFORCEMENT OFFICER: Ron Chalecki performed a site walk and noted the area that is not currently vegetated. If the area is not vegetated at the time the bond expires, the applicant must file a new bond. There are no other concerns with erosion and sedimentation. Mr. Chalecki recommended a close-out of the project by Planning & Zoning with the condition the current bond remain in place until the one remaining area is completely vegetated.

MOTION #6 (03.16.21): made by Jim Wheeler **SECONDED BY** Peter Ballaro that the Planning & Zoning Commission approve PZC #20-01 Franklin Organic Mushrooms with the following conditions:

1. Existing \$50,000 Commercial Surety Bond (expires 5.22.21) stay in place until permanent vegetation is established
2. Zoning Enforcement Officer to perform inspection to validate permanent vegetation has been established and to consider approval to release bond
3. Applicant is to submit request to release bond in writing addressed to Planning & Zoning Commission for consideration

VOICE VOTE: UNANIMOUS; MOTION CARRIES

11. Public Comment: None

12. Adjournment:

MOTION #7 (03.16.21): made by Jim Wheeler **SECONDED BY** Peter Ballaro that the Planning & Zoning Commission adjourn the meeting at 8:20 p.m.

VOICE VOTE: UNANIMOUS; MOTION CARRIES

Respectfully submitted,
Sherry Pollard,
Administrative Assistant to the Commission