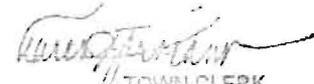


RECEIVED  
STAFFORD, CT

2017 JUN 28 P 2: 43

Town of Stafford  
Planning & Zoning Commission  
Regular Meeting  
June 27, 2017  
7:00 p.m. – Veterans Meeting Room  
Warren Memorial Town Hall

  
TOWN CLERK

Members Present: Nancy Ravetto, Chair  
Gene Julian  
Kathy Bachiochi  
Doug Fassett, Alternate

Also Present: Dave Perkins, Zoning Enforcement Officer  
Public

### PUBLIC HEARING

Application of Peter Rochford for the addition of an in-law apartment, owner: Peter Rochford, location: 33 Worthington Road, Stafford, Map 11, Lot 10.4, Zone: AAA.

Nancy Ravetto, Chair, opened the public hearing at 7:05 p.m., establishing a quorum with Nancy Ravetto, Chair; Gene Julian, Kathy Bachiochi, and seating alternate member Doug Fassett for Ron Houle. Kathy Bachiochi read the legal notice.

Nancy Ravetto noted the applicant was not present, but that he did provide plans including a floor plan, which the Commission reviewed. She also noted that Zoning Enforcement Officer Dave Perkins had visited the home and had talked to the applicant. Gene Julian asked if the 21 foot x 16 foot addition is the same level as the basement. Dave Perkins said it is. Dave Perkins also pointed out the egress from the upstairs to the upstairs, the door that leads into the rest of the basement, the door under the deck, and the walkout basement door which exits from the bedroom to the outside.

Gene Julian said it is unusual to have a separate entrance and asked if this might be conducive to becoming a regular apartment for a non-family member at some point. Dave Perkins said the apartment shares common walls and to access the apartment, the person living there would more likely come in through the upstairs access to the house and go downstairs, thereby interacting with the family. He said he believed the apartment would be for an adult child of the homeowner. Gene Julian also confirmed that the utilities are not separated out for the apartment. Doug Fassett suggested adding the floor plan to the file on the property.

There were no questions or comments from the public.

Gene Julian made a motion to close the public hearing, seconded by Kathy Bachiochi. All were in favor.

#### Agenda

1. Call to order and establish a quorum
2. Review of minutes of June 13, 2017 Regular Meeting.
3. Application of Roaring Brook Campground, 8 South Road, Stafford: Annual Campground Renewal.
4. Application of Sun Valley Beach Club, 51 Old Springfield Road, Stafford: Annual Campground Renewal
5. Discussion and possible action: Application of Peter Rochford for the addition of an in-law apartment, owner: Peter Rochford, location: 33 Worthington Road, Stafford, Map 11, Lot 10.4, Zone AAA.
6. Discussion of Zoning Regulations
7. New and Other Business
8. Adjournment

**1. Call to order and establish a quorum.**

Nancy Ravetto, Chair, called the meeting to order at 7:12 p.m. She established a quorum with Nancy Ravetto, Chair; Gene Julian, Kathy Bachiochi, and Doug Fassett, who had earlier been seated for Ron Houle.

**2. Review of minutes of June 13, 2017 Regular Meeting.**

Kathy Bachiochi made a motion to approve the minutes of the June 13, 2017 Regular Meeting, seconded by Gene Julian.

Gene Julian asked about the status of the Big Y gas station which is briefly mentioned in the minutes. Dave Perkins said the Big Y representatives cancelled their meeting for a discussion and understands they are now in negotiations with the nearby Gulf station.

A vote was taken on the motion. Kathy Bachiochi, Gene Julian, and Nancy Ravetto voted in favor. Doug Fassett abstained. Motion carried.

**3. Application of Roaring Brook Campground, 8 South Road, Stafford: Annual Campground Renewal.**

Dave Perkins said he toured the campground last week and everything appears in order. He has received no complaints. He said next year he will send out letters in March to the campgrounds in town to streamline the renewals to all start on April 15, and will ask Mary Mitta in the Planning Office to update the campground renewal form. The information will also be included on the permit.

Gene Julian made a motion, seconded by Doug Fassett, to approve the annual campground renewal application for Roaring Brook Campground, 8 South Road in Stafford to expire October 15, 2017. All were in favor.

4. **Application of Sun Valley Beach Club, 51 Old Springfield Road, Stafford: Annual Campground Renewal.**

Dave Perkins said he toured the campground a couple of weeks ago. The taxes on this property are up to date and there have been no judicial issues or complaints. When he had not received their renewal application, he said he sent them a letter. They replied that they had sent it in earlier, but took care of the matter immediately, submitting a new form right away.

Gene Julian made a motion, seconded by Doug Fassett to approve the annual campground renewal application for Sun Valley Beach Club, 51 Old Springfield Road, Stafford to expire October 15, 2017. All were in favor.

5. **Discussion and possible action: Application of Peter Rochford for the addition of an in-law apartment, owner: Peter Rochford, location: 33 Worthington Road, Stafford, Map 11, Lot 10.4, Zone AAA.**

Kathy Bachiochi made a motion to approve the application of Peter Rochford for the addition of an in-law apartment at 33 Worthington Road, Stafford, Map 11, Lot 10.4, Zone AAA, which was seconded by Doug Fassett. All were in favor.

6. **Discussion of Zoning Regulations.**

Dave Perkins provided an overview of the updates he has made. He inserted a definition of "Re-use" (Page 15) and added adaptive reuse into the regulations (Page 57).

A housekeeping item under Section 7.13, A, moves the temporary sales tasting permit to Item 9 in the list (Page 84).

Under Section 3.16, E, and Section 3.17, A, 1-4, he corrected setbacks and moved the regulation of accessory buildings to farming use into Sections 7.4 and 7.5. The setbacks were revised to 100 feet to be consistent with the previous regulations. Gene Julian suggested discussing all this with Dave Mordasky, Chair of the Agriculture Advisory Committee when he meets with him. Dave Perkins said he also added letter I. under 7.4 to allow 4-H or other supervised agricultural projects to be exempt from these regulations as long as they do not affect the health or welfare of the community. Each project will be permitted by the ZEO and there will be no fee for the permits.

Dave Perkins said he also cleaned up some of the language in the poultry section in the "A" zone. Dave said he plans to attend not the next Agriculture Advisory Committee meeting but the one following.

Under temporary signage, Kathy Bachiochi noted a minor housekeeping item needed. Under Item 2 which addresses temporary directional signs for roadside stands, the words "three hundred" should be written out before the number, and the number should be put in parentheses: "There shall be only one temporary sign within three hundred (300) feet of another in any zone."

Nancy Ravetto noted that the Schedule of Permits (Page 127) does not include temporary signs. Dave Perkins said there is no fee for the permit. Nancy Ravetto suggested adding temporary permits to the schedule, but stating they are no charge. Dave Perkins said he will also write this in the new temporary sign regulations.

Nancy Ravetto also asked that the words "Special Exception" be removed from the Schedule on Page 127, leaving only Special Permit. Special Exceptions are no longer granted. She asked that all of the changes they are discussing this evening be held together in a folder for inclusion in the public hearing.

Nancy Ravetto asked where "Donation Bins" should be included in the regulations. Dave Perkins suggested adding them in the general requirements area. There was a general discussion about the proliferation of such bins noting that some are becoming sources of blight and how they might handle the issue. Dave Perkins said that technically because they are not expressly permitted, they are prohibited and he could send letters to the property owners where these bins are located asking them to come in and get them permitted. There was also discussion about whether there should be a fee for the permits, as many are for non-profit organizations, while others may be technically non-profit but have very large administrative costs. Nancy Ravetto asked Dave Perkins to check into this further with First Selectman Tony Frassinelli about whether the blight ordinance could be applied to bins that are not maintained, and how donation bins are dealt with at the transfer station.

Nancy Ravetto asked what types of buildings in town might fall under "Re-use," as old mill buildings are not in residential zones. Dave Perkins said examples of buildings that could fall into that category would be the old Pinney School. Another example might be the empty button factory which could be a nice spot for a micro-brewery.

Nancy Ravetto asked that everyone review the proposed regulations for Open Space to discuss at the next meeting. Dave Perkins said he will also look over the Subdivision regulations, and will work on microbreweries, cideries and wineries as well. He said he views these types of businesses as manufacturing in general.

Nancy Ravetto commented that the recently approved cidery appears to be doing well and becoming a viable business.

Kathy Bachiochi asked that proposed changes to the regulations be run by her so she can make sure the grammar is consistent.

It was noted that the food truck that was recently approved is sometimes, but not always, removed from the site at night. Nancy Ravetto asked Dave Perkins to remind the truck owner that it has to be taken home every night.

**7. New and Other Business**

Gene Julian added a reminder to everyone to read the Open Space proposed regulations as this needs to be addressed.

**8. Adjournment.**

Doug Fassett made a motion to adjourn, seconded by Kathy Bachiochi. All were in favor. The June 27, 2017 Regular Meeting of the Planning & Zoning Commission was adjourned at 8:00 p.m.

Respectfully submitted,



Annie Gentile  
Recording Secretary