REGULAR MONTHLY MEETING MINUTES  
Thursday, March 5, 2020, 7:00 pm.

Members Present: R. Peburn, J. Burruano, N. Volkmar, R. Lenihan, J. Finch, P. Voorhees, and Alternate: and J. Mahoney

Members Absent: M. Lee and Alternates: R. Linkletter and J. Siegel

Also: ZEO R. Cooper and Commission Administrative Clerk, C. Branson


Call to Order: Chair R. Peburn called the meeting to order at 7:01 pm

Due to the absence of Commissioner M. Lee, Alternate J. Mahoney was elevated to Voting status for the duration of Public Hearing I.

CONTINUATION of PUBLIC HEARING I:

APPLICATION TO AMEND THE EXISTING SPECIAL PERMIT - 57 Wakeman Hill Road (M-8, L-47) CT Audubon, Deer Pond Farm- Change the use of principal structure from residential to passive recreation/ nature center and add outdoor lighting to the parking areas and associated walkways in accordance with submitted revised lighting plan, entitled “Exterior Lighting”, dated 12/23/2019, and submitted floor plan entitled “Connecticut Audubon Society, Deer Pond Farm dated 11/14/2019, prepared by Hudson Valley Preservation and submitted marked up survey entitled “The Connecticut Audubon Society, Deer Pond Farm, 57 Wakeman Hill Road,” Prepared by: Sara N. daSilva Quintal, Dated February 7, 2017 and in accordance with Section 324.1 e Accessory Uses to Conservation Organizations. Zone A.

Chair, R. Peburn opened the continuation of Public Hearing for 57 Wakeman Hill Road CT Audubon, Deer Pond Farm. ZEO R. Cooper spoke to the Commission, stating since the February meeting there were other properties that were identified as being within the 500 feet of 57 Wakeman Hill Road. These property owners were sent certified letters notifying them of the Continuation of the Public Hearing. Mr. Cooper stated that no one came to the office to view this application, no correspondence was received. Mr. Cooper stated that all efforts were made to notify the public and he sees no problem with continuing with this Public Hearing. Chair, R. Peburn asked if there were any opponents in the audience that would like to speak. No one came forward to comment. Chair Peburn requested if any opponents of this application in the audience would like to speak. No one came forward. Mr. Peburn requested comments or questions from the General Public. No one came forward to speak. The applicant, C Hagadorn, was present but had nothing new to add. The Commission had no additional discussion regarding this application.

N. Volkmar moved to close the Public Hearing for the APPLICATION TO AMEND THE EXISTING SPECIAL PERMIT - 57 Wakeman Hill Road (M-8, L-47) CT Audubon, Deer Pond Farm.

Seconded by: J. Finch

Vote: For: Unanimous

Old Business:

DELIBERATION OF PUBLIC HEARING I:

APPLICATION TO AMEND THE EXISTING SPECIAL PERMIT - 57 Wakeman Hill Road (M-8, L-47) CT Audubon, Deer Pond Farm- Change the use of principal structure from residential to passive recreation/ nature center and add outdoor lighting to the parking areas and associated walkways in accordance with submitted revised lighting plan, entitled “Exterior Lighting”, dated 12/23/2019, and submitted floor plan entitled “Connecticut Audubon Society, Deer Pond Farm dated 11/14/2019, prepared by Hudson Valley Preservation and submitted marked up survey entitled “The Connecticut Audubon Society, Deer Pond Farm, 57 Wakeman Hill Road,” Prepared by: Sara N. daSilva Quintal, Dated February 7, 2017 and in accordance with Section 324.1 e Accessory Uses to Conservation Organizations. Zone A.

Chair, R. Peburn opened the deliberation portion of the application to Amend an Existing Special Permit for 57 Wakeman Hill Road (M-8, L-47) CT Audubon, Deer Pond Farm. The Commission agreed the modification of the lighting plan has accommodated the concerns shared by the neighbors, reducing the number of lights. The Commission referenced the letter of intent that was submitted with the application and agreed it should be included with the approval letter filed on the Land Use records. No further discussion took place.
New Business:  APPLICATION FOR A SPECIAL PERMIT- 5 Brinsmade Lane (M-21, L-2) Marcella Lourd, Trustee c/o Paul Lourd- to allow an Accessory Apartment attached to a proposed new single family dwelling, in compliance with to Zoning Regulations, Section 324. 1. A. 2 Accessory Apartments, as shown on submitted building plans entitled, “Floor Plan, Clark Residence” Prepared by: Stephen Lasar Architects, AIA. Last Revised 03/04/2020 Accessory Apartment shall be under 750 square feet, two parking spaces available to the occupant of the Apartment. The applicant, James Clarke has submitted a letter stating he shall reside in the proposed dwelling, whether in the apartment or in the dwelling, dated March 5, 2020. A list of property owners within 500 feet has been submitted for certified mailing of the Legal notice. Agent letters have been submitted from the current property owner as well as the potential buyer, allowing representation from Arthur H. Howland & Associates to present this application on all of their behalf. Christopher Francis from Arthur H. Howland & Associates was present and invited to come forward and speak to this application. Mr. Francis presented the Commission with an A-2 survey and confirmed that the proposed Accessory Apartment shall be under 750 square feet, two parking spaces shall be designated for the apartment. Additionally, Mr. Francis showed on the survey, they will plant arborvitae between the abutting property for privacy screening. The A-2 survey also shows that the first 200’ feet of the driveway shall be coated with pressed millings. The Commission requested the Architect be in attendance at the Public Hearing to speak more to an egress concern. Chair R. Peburn stated this application has provided adequate information to be Accepted and set the Public Hearing for April 2, 2020 at Mallory Town Hall, beginning at 7:00pm.

N. Volkmar Moved to Accept the APPLICATION FOR A SPECIAL PERMIT- 5 Brinsmade Lane (M-21, L-2) Marcella Lourd, Trustee c/o Paul Lourd- to allow an Accessory Apartment attached to a proposed new single family dwelling, in compliance with to Zoning Regulations, Section 324. 1. A. 2 Accessory Apartments, as shown on submitted building plans entitled, “Floor Plan, Clark Residence” Prepares by: Stephen Lasar Architects, AIA. Last Revised: 02/02/2020, in the location shown on a submitted survey, entitled “Proposed Zoning Location Map, Prepared for Applicant: Jim Clarke, Owner: Marcella Lourd, Trustee. Area = 14.3066 Acres. 5 Brinsmade Lane, Town of Sherman, County of Fairfield, State of Connecticut.” Dated: December 4, 2019. Prepared by Arthur H Howland & Assoc. P.C. Zone A.

Chair, R. Peburn reviewed the contents of the application file for a Special Permit to allow an accessory apartment attached to a proposed single family dwelling. The proposed square footage of the accessory apartment meets the Regulation requirements, there will be two parking spaces available to the occupant of the Apartment. The applicant, James Clarke has submitted a letter stating he shall reside in the proposed dwelling, whether in the apartment or in the dwelling, dated March 5, 2020. A list of property owners within 500 feet has been submitted for certified mailing of the Legal notice. Agent letters have been submitted from the current property owner as well as the potential buyer, allowing representation from Arthur H. Howland & Associates to present this application on all of their behalf. Christopher Francis from Arthur H. Howland & Associates was present and invited to come forward and speak to this application. Mr. Francis presented the Commission with an A-2 survey and confirmed that the proposed Accessory Apartment shall be under 750 square feet, two parking spaces shall be designated for the apartment. Additionally, Mr. Francis showed on the survey, they will plant arborvitae between the abutting property for privacy screening. The A-2 survey also shows that the first 200’ feet of the driveway shall be coated with pressed millings. The Commission requested the Architect be in attendance at the Public Hearing to speak more to an egress concern. Chair R. Peburn stated this application has provided adequate information to be Accepted and set the Public Hearing for April 2, 2020 at Mallory Town Hall, beginning at 7:00pm.

N. Volkmar Moved to Accept the APPLICATION FOR A SPECIAL PERMIT- 5 Brinsmade Lane (M-21, L-2) Marcella Lourd, Trustee c/o Paul Lourd- to allow an Accessory Apartment attached to a proposed new single family dwelling, in compliance with to Zoning Regulations, Section 324. 1. A. 2 Accessory Apartments, as shown on submitted building plans entitled, “Floor Plan, Clark Residence”. Prepared by: Stephen Lasar Architects, AIA. Dated November 22, 2019 and in the location shown on a submitted survey entitled, “Proposed Zoning Location Map, Prepared for Applicant: Jim Clarke, Owner: Marcella Lourd, Trustee. Area = 14.3066 Acres. 5 Brinsmade Lane, Town of Sherman, County of Fairfield, State of Connecticut.” Dated: December 4, 2019. Prepared by Arthur H Howland & Assoc. P.C. Zone A.

J. Burruano Moved to Approve the APPLICATION TO AMEND THE EXISTING SPECIAL PERMIT - 57 Wakeman Hill Road (M-8, L-47) CT Audubon, Deer Pond Farm- Change the use of principal structure from residential to passive recreation/ nature center and add outdoor lighting to the parking areas and associated walkways in accordance with submitted revised lighting plan, entitled “Exterior Lighting”, dated 12/23/2019, and submitted floor plan entitled “Connecticut Audubon Society, Deer Pond Farm dated 11/14/2019, prepared by Hudson Valley Preservation and submitted marked up survey entitled “The Connecticut Audubon Society, Deer Pond Farm, 57 Wakeman Hill Road.” Prepared by: Sara N. daSilva Quintal, Dated February 7, 2017 and in accordance with Section 324.1 e Accessory Uses to Conservation Organizations. Zone A. The letter of description dated 12/31/2019 containing details pertaining to this application shall be attached to the Special Permit when filed with the Land Use Records.

Seconded by: N. Volkmar Vote: For: Unanimous

Public Comment: No comment from the Public was made.

Approval of Minutes: Regular Monthly Meeting of February 6, 2020

P. Voorhees Moved to Approve the Regular Meeting Minutes of Planning & Zoning Commission February 6th, 2020 as submitted.

Seconded by: J. Finch Vote: For: Unanimous

Correspondence: None
Zoning Enforcement Officer’s Report: January-February 2020

Zoning Enforcement Officer Ron Cooper submitted a Report for January-February 2020. There were ten Zoning applications approved. Three Statements of Intent were approved. No applications were withdrawn. One application was denied. No applications were returned for lack of information. Three applications remain under review seeking further information. Several ongoing cases were discussed that are under continued review. This report shall be attached herewith.

N. Volkmar Moved to Accept the Zoning Enforcement Officer’s March 2019 Report as presented.
Seconded by: J. Burruano
Vote: For: Unanimous

Committee Reports: None submitted

Chairman Report:

There was discussion regarding additional updates needed to the Commission’s By-Laws, this will be added to next month’s agenda for possible action.

Regulation Review: No discussion took place.

Adjournment: R. Peburn Adjourned the Meeting at 7:54 pm.

Respectfully submitted by:

Christine Branson, Commission Administrative Clerk
March 12, 2020