



APPROVED MINUTES

MANSFIELD PLANNING AND ZONING COMMISSION

MANSFIELD TOWN HALL ■ 4 SOUTH EAGLEVILLE ROAD ■ COUNCIL CHAMBERS

MONDAY, APRIL 1, 2019 ■ REGULAR MEETING

MEMBERS PRESENT: S. Accorsi, P. Aho, B. Chandy, J. Goodwin, R. Hall, D. Plante, K. Rawn, V. Ward, B. Ryan
ALTERNATES PRESENT: L. Cooley, K. Fratoni
ALTERNATES ABSENT: C. Cotton
STAFF PRESENT: L. Painter, Director of Planning and Development
J. Kaufman, Inland Wetlands Agent
J. Woodmansee, Community Development Assistant

Chairman Goodwin called the meeting to order at 6:55 p.m. No alternates were seated as the full PZC membership was present.

P. Aho MOVED, B. Ryan seconded, to add to the Agenda as Item D under New Business, Appointment of Temporary Zoning Officers. MOTION PASSED UNANIMOUSLY.

APPROVAL OF MINUTES:

MARCH 18, 2019 REGULAR MEETING

B. Chandy MOVED, P. Aho seconded, to approve the March 18, 2019, minutes as presented. J. Goodwin indicated that she reviewed the recording of the meeting. MOTION PASSED UNANIMOUSLY.

ZONING AGENT REPORT:

Noted. R. Hall noted that he has observed the junkyard sites.

OLD BUSINESS

PERMIT FEE STRUCTURE

Members discussed the permit fee structure which was presented to the Commission at the 03/18/2019 meeting. Members discussed the proposed fees for Certificates of Compliance, agreed by consensus to incorporate this fee in the initial application fee rather than as a separate item, agreed upon the increased fee for a Zoning Compliance letter and agreed that the Historic District Commission should not have the authority to compel an applicant to pay for a professional review. Aho MOVED, Ryan seconded, to authorize a request to the Town Council to adopt the proposed Permit Fee Schedule as revised by the Commission on 04/01/2019. MOTION PASSED UNANIMOUSLY.

NEW BUSINESS:

8-24 REFERRAL, REGION 19 ROOF REPLACEMENT

L. Painter noted that Region 19 is planning a roof replacement project at the high school. An 8-24 referral is only required if the Commission finds that the proposed project is a substantial improvement. Members discussed if replacing 117,000 square feet of roof constituted a substantial improvement or necessary repair.

P Aho MOVED, B. Chandy seconded, RESOLVED effective April 1, 2019, that the Planning and Zoning Commission of the Town of Mansfield has determined that the roof replacement project for E.O. Smith High School as described in the March 19, 2019, resolution of the Board of Education of Regional School District 19 is not considered to be a substantial improvement. Accordingly, the provisions of Sec. 8-24 of the Connecticut General Statutes do not apply and no further report of the Planning and Zoning Commission is needed. MOTION PASSES (8-1-0, V. Ward opposed).

RFQ/RFP FOR PROFESSIONAL AND TECHNICAL SERVICES RELATED TO THE PREPARATION OF ZONING AND SUBDIVISION REGULATIONS

L. Painter stated that she has prepared a RFQ/RFP for a consultant to assist with the completion of the Zoning and Subdivision Regulations.

B. Ryan MOVED, D. Plante seconded, to authorize the following PZC members to serve on a Consultant Selection Committee for the purpose of reviewing responses to the RFQ/RFP related to the provision of professional and technical services related to preparation of Zoning and Subdivision Regulations.

1. Paul Aho
2. Louanne Cooley
3. Ros Hall
4. Ken Rawn
5. Vera Ward

MOTION PASSED UNANIMOUSLY.

2019-2020 CAPITAL IMPROVEMENT BUDGET

L. Painter reviewed the proposed capital improvement budget and its consistency with the objectives and goals of the Plan of Conservation and Development.

V. Ward MOVED, K. Rawn seconded, that the PZC make a finding that the proposed FY2019-2020 Capital Improvement Program Budget and the proposed projects contained therein are consistent with the Mansfield Tomorrow Plan of Conservation and Development. Nothing herein shall imply PZC approval for any proposed projects. Departments involved with land use projects and site improvements must coordinate plans with the Director of Planning and Development and/or the Inlands Wetland Agent, and make such applications to the PZC or IWA as is required by the Mansfield Zoning and Inland Wetlands Watercourse Regulations. MOTION PASSED UNANIMOUSLY.

APPOINTMENT OF TEMPORARY ZONING OFFICERS

L. Painter noted that she is requesting assistance of Deputy Zoning Agents after J. Mullen’s resignation.

B. Chandy MOVED, B. Ryan seconded, to appoint Michael D. Amato, CZEO, as a duly authorized Acting Zoning Agent for the duration of the contract between the Town of Mansfield and CME. MOTION PASSED UNANIMOUSLY.

B. Chandy MOVED, P. Aho seconded, to appoint Michael Nintean, Bradford Freeman, Benjamin Fund and Keith Podrebartz as duly authorized Zoning Agents for the Town of Mansfield. MOTION PASSED UNANIMOUSLY.

REPORTS:

L. Cooley reported the following from the CRCOG Regional Planning Commission meeting, March 21, 2019:

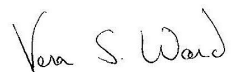
1. Election of new Chair Jennifer Barliss-Early, Plainville (formerly Vice-Chair) and new Vice Chair, Brandon Malone, Suffield;
2. Presentation by Tim Malone, from CRCOG on the draft Metropolitan Transportation Plan
 - a. East Coast Greenway mostly complete
 - b. Complete Streets Plan
 - c. Complexity of mandate to develop and present a plan, but constraints on budget, timing, and what stakeholders see as priorities
 - d. http://crcog.org/wp-content/uploads/2019/02/CRCOG_MTP_2019_update_appendices.pdf is the link to the draft plan;
3. Report on Zoning and Subdivision Referrals in member communities;
4. Discussion on what issues are coming before towns in terms of local planning and development;
5. Next meeting is May 16 (Louanne can’t attend).

L. Painter reported that the School Building Committee has recently selected the site of Southeast School as the future site of the single elementary school. She expects that the Committee may bring an 8-24 Referral to this Commission at the April 15th meeting. L. Painter also reported that she expects two (2) pre-application conferences may come before the Commission in May.

ADJOURNMENT:

Chairman Goodwin declared the meeting adjourned at 7:35 p.m.

Respectfully submitted,



V. Ward, Secretary
Mansfield Planning and Zoning Commission