Present were Chair Brenneman, Commissioners Carrier, Grabulis, Pogson, St. James, Schwartz and Alternates Halstead, J. Vibert and K. Vibert and Town Planner and Clerk. The meeting was called to order at 7:11 p.m.

PLEDGE OF ALLEGIANCE (led by Commissioner Pogson)

Secretary St. James read the legal notice into the record.

Chair Brenneman announced that the schedule public hearing matter would not move forward this evening per the request of the applicant.

NEW BUSINESS

2020 CRCOG Regional Planning Commission Appointments

Chair Brenneman asked for volunteers to be appointed to the Regional Planning Commission. Meetings are four times per year. Commissioners Pogson and Grabulis stated they would volunteer with Commissioner Grabulis as an alternate in the event Commissioner Pogson cannot attend.

Upon a motion made and seconded (St. James/Schwartz) it was unanimously

VOTED: To appoint Commissioner Pogson to the CRCOG Regional Planning Commission with Commissioner Grabulis as the alternate appointment.

Winding Trails, Inc. – 50 Winding Trails Drive

Site plan application to construct a 20’ x 40’ golf cart storage garage at 50 Winding Trails Drive. Scott Zenke presented the proposed structure to be located between the existing maintenance garage and caretaker residence. The new building exterior material will be vertical wood siding to match other Winding Trails outbuildings. Roof material proposed is architectural shingles. The flooring inside the building will be bituminous ground millings. No fuels or hazardous materials will be stored in the building.

Upon a motion made and seconded (Pogson/St. James) it was unanimously

VOTED: To approve the Winding Trails, Inc. site plan application to construct a 20’ x 40’ golf cart storage garage at 50 Winding Trails Drive as presented and on file in the Planning Office.

Kevin Carrier – 4 Spruce Drive

Commissioner Carrier recused himself from this matter. Alternate Commissioner Halstead was appointed to vote on his behalf for this matter.

Site plan application to construct a 20’ x 30’ accessory garage at 4 Spruce Drive. Mr. Carrier explained his property is zoned C1 and that the side yard setback requirement for the zone is 20 feet for accessory structures. Although the parcel is zoned C1 it is used as a residence. The side
yard setback requirement for a residentially zoned parcel is 5 feet. Mr. Carrier commented he was granted a variance for the location of the accessory garage from the Zoning Board of Appeals at the December 16, 2019 meeting. Mr. Carrier commented a use variance was granted for the construction of the residence. The Commission asked clarifying questions regarding the setback proposed and the proximity to the existing well. The plan is to use the existing well for irrigation purposes only and a new well will be drilled for the residential use. Mr. Carrier will go to the Farmington Valley Health District to obtain the necessary permit(s) for this work and to confirm the proposed building meets the health districts setback requirements. When asked what utilities will be provided for the new building Mr. Carrier responded electricity only. When asked if a formal driveway is planned Mr. Carrier responded no.

Upon a motion made and seconded (Pogson/Halstead) it was unanimously
(members voting on this matter: Brenneman, Grabulis, Pogson, St. James, Schwartz, Halstead)

VOTED: To approve the Kevin Carrier application for site plan approval to construct a 20’ x 30’ accessory garage at 4 Spruce Drive, C1 zone as presented and on file in the Planning Office. The applicant will need to seek approval from the Farmington Valley Health District and submit a final site plan to the Planning Office showing the location of the new well and note that the existing well will be for irrigation purposes only.

Collinsville Bank – 188 Main Street

Gary Roman, President and CEO of Collinsville Bank, stated they have changed the name of the bank from Collinsville Savings Society to Collinsville Bank. Mr. Roman presented renderings of the proposed signs to be located on the southerly and easterly side of the bank under the peak. LED tape lighting is proposed above each sign just below the peak that will wash the wall with light. After a brief discussion for clarification, it was recommended the lighting have dimming capability. The proposed signs fall below the allowable square footage of the zoning regulations, but the Commission will need to approve the installation of two signs.

Upon a motion made and seconded (Pogson/St. James) it was unanimously

VOTED: To approve the Collinsville Bank sign application for the installation of two building signs at 188 Main Street as submitted and on file in the Planning Office.

Upon a motion made and seconded (Pogson/St. James) it was unanimously

VOTED: To approve the Collinsville Bank sign lighting as submitted and on file in the Planning Office at 188 Main Street, with the condition that the lighting be dimmable. The lighting will be reviewed one year after installation for compliance with this approval.

Sign Pro Inc. – 195 Scott Swamp Road

Robert Kuszpa, Sign Pro, Inc., presented the proposed building sign for WellSpark at 195 Scott Swamp Road. Back lit channel letters and logo are proposed over the archway above the main entrance. LED lighting is proposed on the back of the channel letters and logo and will shine onto the brick wall behind the sign. Mr. Kuszpa stated the lighting will be dimmable if the Commission prefers. After a brief discussion the Commission recommended the lighting be dimmable. The area of the sign complies with the requirement of the zoning regulations.

Upon a motion made and seconded (Pogson/St. James) it was unanimously
VOTED: To approve the Sign Pro sign application to install building sign at 195 Scott Swamp Road as submitted and on file in the Planning Office with the condition that the lighting be dimmable. The lighting will be reviewed one year after installation for compliance with this approval.

Hilary Donald – 14 Colton Street

Accept application for special permit for home business use at 14 Colton Street, R20 zone and schedule public hearing (recommended hearing date January 27, 2020).

Upon a motion made and seconded (Pogson/St. James) it was unanimously

VOTED: To accept the Hilary Donald application for special permit for home business use at 14 Colton Street, R20 zone and schedule a public hearing for January 27, 2020.

PUBLIC HEARING

JAZ-1 Investments, LLC – 79 Main Street

Accept application for special permit and site plan approval to construct bank and waiver for deferred parking at 79 Main Street, Unionville. Attorney Robert Reeve, Scully, Nicksa & Reeve, LLC, submitted the original letter for the record requesting the public hearing be opened and immediately continued to the February 10, 2020 meeting so that they can conduct additional community outreach.

Upon a motion made and seconded (Pogson/St. James) it was unanimously

VOTED: To continue the JAZ-1 Investments, LLC application for special permit and site plan approval to construct bank and waiver for deferred parking at 79 Main Street, Unionville, B1 zone to the February 10, 2020 meeting.

PLANNERS REPORT

CLDS

Town Planner DeVoe will be reaching out to the CLDS regarding the parking lot lighting. The lighting does not appear to turn off as is a condition of their approval.

Greg Harrington

Town Planner DeVoe spoke with Mr. Harrington about a rear light at his 118 Plainville Avenue building; asking that the light be adjusted downward. The lighting will be monitored.

OTHER BUSINESS

Chair Brenneman expressed concern with outdoor patio lighting that appear to be lit when the patio area is not in use. There was also with the use concern about neon/LED signs. The Commission will work on discussing and making revisions to the zoning regulations to address concerns moving forward.
MINUTES

December 9, 2019 Meeting Minutes

Upon a motion made and seconded (Pogson/St. James) it was unanimously

VOTED: To approve the December 9, 2019 Town Plan and Zoning Commission meeting minutes.

The meeting adjourned at 8:32 p.m.

SJM