

March 17, 2016

**Call to Order:** The monthly meeting of the Sterling Planning and Zoning Commission was called to order at 7:40 p.m.

Roll was called: Dana Morrow-present, Frank Bood-present, Ross Farrugia-present, Chris Turner-absent, Cindy Donall-absent, Alternate Walter Moriarty-absent, Alternate Caren Bailey-present, and Alternate Paul Ezzell-absent.

Staff present-Jamie Rabbitt and Joyce Gustavson.

**Audience of Citizens:** None

**Approval of Minutes:** C. Bailey made a motion, seconded by F. Bood to approve the meeting minutes of 1/21/2016 as written and presented. All voted in favor of the motion.

**Correspondence:** 1) Demian Sorrentino, Zoning Enforcement Officer submitted a letter to R. Gray regarding Haynes Aggregates – Sterling, LLC Excavation located at 27 Pine Hill Road. Haynes Aggregates – Sterling, LLC has retained Boundaries LLC to survey the Pine Hill Road property and to produce engineering drawings to accompany an excavation permit application to be reviewed by the Board of Selectmen and the Planning and Zoning Commission. D. Sorrentino is an employee of Boundaries, LLC, as well as, the Town of Sterling and under the AICP (American Institute of Certified Planners) Code of Ethics, this letter notifies the Board of Selectmen that in no way did he influence the members of Haynes Aggregates – Sterling, LLC to utilize Boundaries, LLC for provision of professional services, and that they did so entirely of their own accord and, that he will be conducting the inland wetland delineation in advance of the property survey, and may have some involvement in the permitting process with the Sterling Inland Wetlands and Watercourses Commission, but no involvement in any permitting process(es) with the Board of Selectmen or the Planning and Zoning Commission (copy on file). 2) Summer 2015 and winter 2016 *On Common Ground* magazines were distributed, as well as, the 2015 annual *Connecticut Landscape Architecture* magazine.

**Unfinished Business:** None

**New Business:** None

**Audience of Comments:** None

**Any Other Business:**

**a. Commission Workshop – Setbacks:** The tape was turned off at 7:50 p.m. and the Commission entered a workshop to discuss setbacks. No motions or actions will be made during the workshop training.

**Adjournment:** F. Bood made a motion, seconded by C. Bailey to adjourn at 8:18 p.m. All voted in favor of the motion.

Attest: \_\_\_\_\_  
Joyce A. Gustavson, Recording Secretary

Attest: \_\_\_\_\_  
Christopher Turner, Secretary