

November 20, 2014

Call to order: The monthly meeting of the Sterling Planning and Zoning Commission was called to order at 7:35 p.m.

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

Alternate W. Moriarty was seated for F. Bood. Alternate C. Bailey has not been sworn in by the Town Clerk and was not seated.

Staff present-Russell Gray, Jamie Rabbitt, and Joyce Gustavson.

Also present- Shawn Bourgeois-WINY Radio

Audience of Citizens: No comment.

Approval of Minutes: C. Donall made a motion, seconded by W. Moriarty to approve the meeting minutes of 10/28/2014 as written and presented. All voted in favor of the motion.

Correspondence: D. Morrow read a letter into the minutes from Demian Sorrentino, Zoning Enforcement Officer dated 11/19/2014 regarding vehicles, equipment and other materials upon the property located at 151 Porter Pond Road (copy on file).

Unfinished Business:

a. Referral of Excavation Ordinance Revision: D. Morrow reported that J. Rabbitt has referred the Excavation Ordinance revisions to Attorney Zizka and this will come back to the Commission in January in the form of an application for a potential public hearing in February.

C. Donall made a motion, seconded by W. Moriarty to table to this item to the January 27, 2015 meeting. All voted in favor of the motion.

b. Delta Property (Fallon Subdivision) Finish Surface on Easy Street: D. Morrow reported that J. Rabbitt received a letter from Killingly Engineering Associates dated 11/3/2014 certifying that all of the property corners and street monuments for the above noted project have been set in accordance with Sec. 20-300b-1 to 20-300b-20 of the "Standards for surveys and maps in the State of Connecticut" as adopted by the Connecticut Association of Land Surveyors (copy on file). J. Rabbitt stated that based on his review and in consultation with Don Aubrey, Town Engineer, that staff would make a recommendation from the Planning and Zoning Commission to recommend that the Board of Selectmen may proceed with the acceptance of Easy Street as a Town road upon receipt of a \$10,000 maintenance surety to be held for one (1) year and staff review the final deeds for consistency with the revised drainage easements. C. Donall made a motion, seconded by W. Moriarty to recommend to the Board of Selectmen to proceed with the acceptance of Easy Street as a Town road upon receipt of the following two (2) items: 1) A \$10,000 maintenance surety bond to be held for one (1) year and 2) A letter from Town staff signing off on the final easement language in the deeds. All voted in favor of the motion.

c. Executive Session to Discuss Pending Litigation for Sterling Trails, LLC Sterling Road (Route 14): No new information. C. Donall made a motion, seconded by W. Moriarty to remove this item from the agenda and add it back on as needed. All voted in favor of the motion.

New Business:

a. Review of Site Development for Lot #7 for Property Located at Industrial Park Road: J. Rabbitt reported that this item was placed on the agenda for informational purposes; he met with Sharon Chviek, Economic Development Coordinator earlier tonight to discuss the potential development of Lot 7 located at Industrial Park Road. Based on the meeting there is the potential for the existing lessee to move forward with putting a structure on that lot and the purpose of the meeting was to meet with S. Chviek to go over the application process and what is expected of the applicant and what type of information they need to submit so the Commission can be pro-active in the process. An application may be submitted earlier next year for site plan approval for an industrial style building on lot 7.

C. Donall made a motion, seconded by R. Farrugia to change the Commission Training under Any Other Business, Item a. to a workshop where no decisions or discussion of an application will take place. All voted in favor of the motion. The tape will be turned off until the adjournment of the meeting.

D. Morrow made a motion, seconded by C. Donall to move Item VIII Audience Comments above Item VII Any Other Business to Come Before the Planning and Zoning Commission. All voted in favor of the motion.

Audience Comments: None

Any Other Business:

a. Commission Training: The tape was turned off and J. Rabbitt conducted a workshop with the Commission members.

Adjournment: A motion was made by C. Donall, seconded by W. Moriarty, to adjourn at 9:10 p.m. All voted in favor of the motion.

Attest: _____
Joyce A. Gustavson, Recording Secretary

Attest: _____
Christopher Turner, Secretary