

April 17, 2018

Call to Order: The monthly meeting of the Sterling Planning and Zoning Commission was called to order at 7:34 p.m.

Roll was called: Frank Bood-present, Dana Morrow-present, Ross Farrugia-present, Chris Turner-absent Alternate Walter Moriarty-absent, Alternate Michael Rouillard-absent, Alternate Victoria Robinson-Lewis-present and Caren Bailey-present (7:40 p.m.).

Alternate V. Robinson-Lewis was seated for C. Turner.

Staff present – Jamie Rabbitt and Joyce Gustavson.

Also present-Brent Valerien, Don & Linda Littlefield, Christine Johnson, Adam Benoit, Neil & Marlene Cook, and Peter Springsteel.

Audience of Citizens: A. Benoit stated that he is looking to purchase the property located at 301 Valley View Road. The parcel is a 6.5 acre horse farm. Mr. Benoit would like to turn the stable into an event room to host small to medium size weddings. No structural changes are being proposed. F. Bood stated that A. Benoit should contact staff; Town Planner and/or Zoning Enforcement Officer for assistance in following the Sterling Planning and Zoning Regulations and information relating to the permitting process. J. Rabbitt stated that there is a zoning process. A minimalistic style zoning code, but to change the use from residential/agricultural horse farm to some type of event center, the applicant would need a zoning permit. Residential permits are approved by the Zoning Enforcement Officer and Non-Residential applications come before the Planning and Zoning Commission.

Approval of Minutes: R. Farrugia made a motion, seconded by C. Bailey to approve the monthly meeting minutes of 2/20/2018 as written and presented. All voted in favor of the motion.

Correspondence: None.

Unfinished Business:

a. Discussion Regarding the Plan of Conservation and Development: F. Bood made a motion, seconded by D. Morrow to table this item to the next meeting. All voted in favor of the motion.

F. Bood made a motion, seconded by C. Bailey to add under New Business, Item c. Application for On-Premises Liquor Permit for Tavern at Falls Creek for property located at 368 Bailey Road. All voted in favor of the motion.

F. Bood made a motion, seconded by C. Bailey to add under New Business, Item d. Special Excavation Application for Sterling Materials, LLC for property located at 258 Newport Road. All voted in favor of the motion.

F. Bood made a motion, seconded by C. Bailey to add under New Business, Item e. Special Excavation Application for Canterbury Realty, LLC for property located at 76, 92, & 94 Sterling Road. All voted in favor of the motion.

New Business:

a. Special Excavation Application for Tilcon Connecticut, Inc. for Property Located at 0 Sterling Road (Route 14): J. Rabbitt stated that this application is before the Commission under Planning & Zoning's new Excavation Regulations. There was an approval ten (10) plus years ago. The following was submitted into record: Correspondence from Provost & Rovero, Inc., dated 3/27/2018, notification to abutters, and Proposed Gravel Removal Operation Site Plans Prepared for Tilcon Connecticut, Inc. Sterling Road (Route 14), Parcel ID #03844-16A/0012 consisting of sixteen (16) sheets. David Held of Provost & Rovero, Inc. submitted the Special Excavation Application on behalf of Tilcon Connecticut, Inc. for property located at 0 Sterling Road (Route 14) for the phased removal of 1.46 million cubic yards of sand/gravel from 34 +/- acres. F. Bood made a motion, seconded by C. Bailey to refer the Special Excavation Application for Tilcon Connecticut, Inc. for property located at 0 Sterling Road (Route 14) to the Board of Selectmen and to staff for review. All voted in favor of the motion.

b. Application by Detotec North America, Inc. (Property Owner: Winterbloom Farm, LLC) to Construct a 6,618 sq. ft. One Story Office Building for Property Located at 401 Snake Meadow Hill Road: J. Rabbitt stated that the Commission has sixty-five (65) days to act on the Zoning Permit for site plan approval. The following was submitted into record: A letter from Northeast District Department of Health (NDDH), dated 5/1/2017, Town of Sterling's Assessor's Database Property Card, Zoning Permit Application, and Subsurface Sewage Disposal System Partial Site Plan Proposed Administration/Office Building Prepared for Detotec North America, Inc., for property located at 401 Snake Meadow Hill Road, Parcel ID #06828-014-0011 consisting of two (2) sheets, Improvement Location Survey; and Site Plans. Peter Springsteel of Peter J. Springsteel Architect, LLC presented the application for property located at 401 Snake Meadow for the construction of a 6,618 sq. ft. one story office building. The Town Planner shall schedule a site walk with Commission members and review application #PZ-18-01 by Detotec North America, Inc., for property located at 401 Snake Meadow Hill Road. All voted in favor of the motion.

c. Application for On-Premises Liquor Permit for Tavern at Falls Creek for property located at 368 Bailey Road: Brent Valerien stated to the Commission that he has a petition for signature for a liquor license for Tavern at Falls Creek for property located at 368 Bailey Road. There was an existing permit about eleven (11) years ago under William Buckley. Mr. Valerien stated that he has a liquor license in Rhode Island and he is looking to open a food stand and opening the bar up at the Tavern at Falls Creek. He is proposing no structural changes. B. Valerien stated that he is applying to the State of Connecticut for an On-Premises Liquor Permit for the sale of alcohol during show hours, a seasonal license running April through October, and needs approval from local officials; Zoning Official, Fire Marshal, and Certification

of Town Clerk. J. Rabbitt stated that the application has two (2) components; 1) Application at the State level. Any liquor permit issued in the State of Connecticut requires sign off from the zoning official or representative of the Zoning Commission who can verify the certifying of the application that they are familiar with the zoning ordinances and bylaws of the city/town for the location of the business and they do not prohibit the sale of alcoholic beverages under the type of liquor permit/establishment identified in the application and/or entertainment. B. Valerien is applying for a tavern license. There are no provisions contained in the zoning code that prohibit the sale of alcohol and the applicant is not proposing any entertainment. J. Rabbitt also stated that the Town Planner or the Zoning Enforcement Officer can sign the application for the liquor permit; and 2) Town of Sterling zoning perspective. No building or structure shall be used, enlarged, or altered until a zoning permit has been issued. From a permitting perspective, the Zoning Enforcement Officer has the authority to sign zoning permits for residential permits and enforcing regulations on behalf of the Town. Commercial/Industrial permits come before the Planning and Zoning Commission for processing. This application is a proposed use, in an existing facility that in all likelihood will require no exterior changes, all the infrastructure is there. The Commission could make a recommendation that the Zoning Enforcement Officer, acting on behalf of the Commission, would review and have approval authority over this application in consultation with the Town Planner. F. Bood stated that this is an administrative issue and sees no reason for the Commission to hold up the application. F. Bood made a motion, seconded by D. Morrow to authorize the Town Planner to discuss the Application for On-Premises Liquor Permit by Tavern at Falls Creek for property located at 368 Bailey Road with the Zoning Enforcement Officer and you, the applicant, to get this squared away as quickly as possible. All voted in favor of the motion.

d. Special Excavation Application for Sterling Materials, LLC (South) for Property Located at 258 Newport Road: The following was submitted into record: Correspondence dated 4/17/2018 from KWP Associates, Excavation Application, Zoning Permit Application, Location and Soils Plan, and Overall Site Plan Prepared for Sterling Materials, LLC (South Site), Newport Road, Parcel ID #03644-029-0001 consisting of four (4) sheets. Bruce Woodis of KWP Associates submitted the Special Excavation Application on behalf of Sterling Materials, LLC (south) for property located at 258 Newport Road for the proposed sand and gravel removal operation. In 2012 this application was approved and the permit was not renewed in 2017 and has subsequently expired. The applicant is resubmitting the original application for re-approval with plans that have been updated with new topographic surveys to reflect current field conditions. D. Morrow made a motion, seconded by C. Bailey to refer the Special Excavation Application for Sterling Materials, LLC for property located at 258 Newport Road to the Board of Selectmen and to staff for review. All voted in favor of the motion.

e. Special Excavation Application for Canterbury Realty, LLC for Properties Identified as 76 Sterling Road (Owner: Canterbury Realty, LLC) Map 03844, Block 16A, Lot 0002; 92 Sterling Road (Owner: Ernest J. Jr., & Rebecca Collelo) Map 03844, Block 16A, Lot 003A; and 94 Sterling Road (Owner: Ernest J. Collelo, Jr.) Map 03844, Block 16A, Lot 0003: J. Rabbitt stated that this application was previously submitted to the Planning & Zoning Commission in November; in March, the applicant withdrew the application at the Board of Selectmen meeting and is resubmitting tonight. The Board of Selectmen agreed to a Waiver of Fee request; however, the State fee in the amount of \$60 needs to be submitted. The following was submitted into record: Correspondence dated 4/17/2018 from Killingly Engineering Associates, Excavation Ordinance, Zoning Application, and Proposed Gravel Excavation Site Plans, on behalf of Canterbury Realty, LLC for property located at 76, 92, and 94 Sterling Road for the restoration of an existing over excavated gravel operation and the excavation of approximately 314,000 yards of earth material from an additional parcel and existing. F. Bood made a motion, seconded by D. Morrow to refer the Special Excavation Application for Canterbury Realty, LLC for properties identified as 76 Sterling Road (Owner: Canterbury Realty, LLC); 92 Sterling Road (Owner: Ernest J. Jr., & Rebecca Collelo); and 94 Sterling Road (Owner: Ernest J. Collelo, Jr.) to the Board of Selectmen and to staff for review. All voted in favor of the motion.

Audience of Comments: None.

Any Other Business:

a. Commission Workshop – Roles, Responsibilities, Policies and Procedures: The tape was turned off at 8:26 p.m. and the Commission entered a workshop to review policies and procedures. The tape was turned back on at 9:30 to adjourn the meeting.

Adjournment: F. Bood made a motion, seconded by C. Bailey to adjourn at 9:30 p.m. All voted in favor of the motion.

Attest: _____
Joyce A. Gustavson, Recording Secretary

Attest: _____
Dana Morrow, Secretary