

June 19, 2018

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: Frank Bood-present, Dana Morrow-absent, Ross Farrugia-present, Chris Turner-absent Alternate Walter Moriarty-absent, Alternate Michael Rouillard-absent, Alternate Victoria Robinson-Lewis-present and Caren Bailey-absent.

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

Staff present –Joyce Gustavson and Jamie Rabbit.

Audience of Citizens: None.

Approval of Minutes: V. Robinson-Lewis made a motion, seconded by R. Farrugia to approve the monthly meeting minutes of 5/15/2018 as written and presented. All voted in favor of the motion.

Correspondence: 1) F. Bood read a letter from Demian Sorrentino, Zoning Enforcement Officer dated 5/30/2018 regarding Notice of Permit Excavation – Excavation Permit for property located at 160 Sterling Road, a/k/a 0 Sterling Road (Sterling Assessor’s ID 3844/16A/8) into the record (copy on file). The permit expired 2/20/2018. A complete application for an Excavation Permit needs to be submitted to the Board of Selectmen/Planning & Zoning Commission within thirty (30) days of receipt of the notice. R. Farrugia made a motion, seconded by V. Robinson-Lewis to have D. Sorrentino take full action with any necessary matters associated with the enforcement of the zoning regulations. All voted in favor of the motion. 2) Summer 2018 *On Common Ground* magazine was distributed.

Unfinished Business:

a. Discussion Regarding the Plan of Conservation and Development: J. Rabbitt gave a brief update on the status of the Plan of Conservation and Development (POCD) stating that he made changes to the survey. The time frame for the survey was discussed; July into August for six (6) weeks or the month of July for four (4) weeks. F. Bood stated he would like to have a public information meeting by September to discuss the issues. The consensus of the Commission was to have the survey for four (4) weeks and if the response is light, another publication could be sent out extending it for two (2) additional weeks. Once the survey is up and running, notice shall be made available on the Sterling Neighborhood Watch Dog Facebook page, the Sterling, Connecticut Residents Facebook page, and the Sterling Community School website.

New Business: None.

Audience of Comments: None.

Any Other Business:

Commission Workshop – Roles, Responsibilities, Policies and Procedures: R. Farrugia made a motion, seconded by V. Robinson-Lewis to enter into a workshop. All voted in favor of the motion. The tape was turned off at 7:47 p.m. and the Commission entered into a workshop to review Accessory Apartments – In-Law and Caretaker Apartments, setbacks and relief of setbacks, and the POCD. No motions or actions will be made during the workshop. The tape was turned back on at 8:22 p.m. to adjourn the meeting.

Adjournment: V. Robinson-Lewis made a motion, seconded by R. Farrugia to adjourn at 8:22 p.m. All voted in favor of the motion.

Attest: _____
Joyce A. Gustavson, Recording Secretary

Attest: _____
Dana Morrow, Secretary