

January 15, 2019

**Call to Order:** The monthly meeting of the Sterling Planning and Zoning Commission was called to order at 7:33 p.m.

Roll was called: Frank Bood-present, Dana Morrow-present, Ross Farrugia-absent, Victoria Robinson-Lewis-present, Caren Bailey-absent, Alternate Michael Rouillard-present, and Alternate Kim Smith-Barnett-present.

Alternate M. Rouillard was seated for R. Farrugia and Alternate K. Smith-Barnett was seated for C. Bailey. Staff present-Jamie Rabbitt and Joyce Gustavson.

**Audience of Citizens:** None.

**Approval of Minutes:** V. Robinson-Lewis made a motion, seconded by D. Morrow to approve the public hearing minutes and the monthly meeting minutes of 11/20/2018 as written and presented. All voted in favor of the motion.

**Correspondence:** 1) F. Bood stated that he received a letter from Demian Sorrentino, Zoning Enforcement Officer, dated 11/23/2018 regarding an Official Notice of Zoning Violation & Order Habitation of Camper Trailer(s) Prohibited for property located at 301 Church Street. A lengthy discussion followed. M. Rouillard made a motion, seconded by D. Morrow to request that the Zoning Enforcement Officer coordinate with the assessor in regards to items contained on the property. All voted in favor of the motion. 2) F. Bood also stated that he received two (2) letters from Demian Sorrentino, Zoning Enforcement Officer, dated 11/23/2018 regarding an Official Notice of Violation & Order Motorcycle a/k/a Motocross Race Track, and 12/19/2018 notifying abutters that the Board of Selectmen respectfully requests their presence at the 1/2/2019 Board of Selectmen meeting to discuss the motocross race track for property located at 282 Newport Road. An agreement was reached at the Board of Selectmen's meeting held on 1/2/2019 between the property owners and the northerly abutter. Discussion followed in regards to possibly updating the current Ordinance Concerning the Establishing of Race Tracks in the Town of Sterling. D. Morrow made a motion, seconded by M. Rouillard to continue this discussion at next month's meeting. All voted in favor of the motion. 3) The fall 2018 edition of *The Connecticut Landscape Architect* magazine and the winter 2019 *On Common Ground* magazine was distributed.

**Unfinished Business:**

**a. Discussion Regarding the Plan of Conservation and Development:** J. Rabbitt stated that Plan of Conservation and Development (POCD) is ongoing. D. Morrow made a motion, seconded by V. Robinson-Lewis to table this item to the next meeting. All voted in favor of the motion.

**b. Discussion Regarding Current Ordinance Concerning the Establishing of Race Tracks in the Town of Sterling:** Discussion regarding the current Race Track Ordinance was discussed earlier tonight under correspondence. Commission members will review the current Race Track Ordinance and potential changes shall be discussed at the next meeting.

**New Business:**

**a. Special Excavation Application by Canterbury Realty, LLC for Property Located at 76, 92, and 94 Sterling Road:** The following was submitted into record from Killingly Engineering Associates: Application Fee, Excavation Ordinance Application, Zoning Permit Application, Abutter Notices, Summary of Waiver Requests, Street Cards for Subject Properties, 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 excavation of approximately 320,400 cubic yards of earth material. D. Morrow made a motion, seconded by V. Robinson-Lewis 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 staff for review and to request that the Board of Selectmen schedule a public hearing. All voted in favor of the motion.

**Audience of Comments:** The Commission asked about the timeline regarding the Stipulated Judgment for Gibson Park, LLC located at 177 Gibson Hill Road. J. Rabbitt stated that staff is aware of the timeline and is working with legal counsel.

**Any Other Business:**

**a. Commission Workshop – Roles, Responsibilities, Policies and Procedures:** D. Morrow made a motion, seconded by M. Rouillard to enter into a workshop. All voted in favor of the motion. The tape was turned off at 8:40 p.m. and the Commission entered into a workshop to discuss, roles, responsibilities, policies and procedures. No motions or actions will be made during the workshop training. The tape was turned back on at 9:14 p.m. to adjourn the meeting.

**b. Connecticut Land Use Law for Municipal Land Use Agencies:** J. Gustavson distributed information regarding the Connecticut Land Use Law for Municipal Land use Agencies, Boards, and Commissions to be held at Wesleyan University in Middletown on March 23, 2019 from 8:30 a.m. to 4:30 p.m.

**Adjournment:** D. Morrow made a motion, seconded by V. Robinson-Lewis to adjourn at 9:14 p.m. All voted in favor of the motion.

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

Attest: \_\_\_\_\_  
Dana Morrow, Secretary