



TOWN OF ROXBURY CONNECTICUT

Planning Commission

29 North Street • P.O. Box 203 • Roxbury, CT 06783-0203

ROXBURY PLANNING COMMISSION REGULAR MEETING JANUARY 14, 2016

CANCELLATION NOTICE

The Regular Meeting of the Roxbury Planning Commission scheduled for Thursday, January 14, 2016 at 7:30 p.m. has been cancelled due to a lack of quorum.

Respectfully submitted,

Jai Kern

Tai Kern, Secretary

Dated: 1/14/2016

CC: Town Clerk



TOWN OF ROXBURY CONNECTICUT

Planning Commission

29 North Street • P.O. Box 203 • Roxbury, CT 06783-0203

ROXBURY PLANNING COMMISSION REGULAR MEETING FEBRUARY 11, 2016

MINUTES

CALL TO ORDER

Peter Filous, Chairman, called the meeting to order at 7:30 PM.

Members Present: Peter Filous, Bob Munson, Gary Steinman, and Peter Mariano. Alternate Deirdre Daly was seated as a regular member.

Others Present: Rob Horrigan, Bill Horrigan Bill Curran, Elliot Davis, Mark Olivieri, Jeremy Oskandy, and Greg Cava

APPROVAL OF MINUTES

Regular Meeting --- December 10, 2015

MOTION: To approve the minutes of the 12/10/15 Regular Meeting. Motion by Gary Steinman, seconded by Peter Mariano and approved 4-0-1. Filous abstained.

NEW BUSINESS

Application for Lot Line Revision – Horrigan/63 & 67 Hemlock Road

Bill Horrigan came forward and reviewed the Boundary Line Revision Map dated January 13, 2016. The proposal is to convey property from 67 Hemlock Road to 63 Hemlock Road to increase lot size of #63 from 1.4 acres to 1.7 acres. A letter was noted as in the file from the property owner of #67 approving this request. #67 will remain over 3 acres to accommodate zoning lot size requirements. #63 is a pre-existing lot; however, this conveyance and lot line revision will allow for proper setbacks.

MOTION: To approve the application for Lot Line Revision for Horrigan/63 & 67 Hemlock Road as shown on Boundary Line Revision Map dated January 13, 2016. Motion by Bob Munson, seconded by Peter Mariano and unanimously approved.

Bill Horrigan agreed to submit the Mylar.

Application for a Lot Line Revision - Rower/Painter Hill Road (Map 38, Lots 1 & 27)

Mark Olivieri, agent for applicant Sandy Rower, came forward and explained that Mr. Rower is requesting a slight lot line revision to allow for the setbacks for barn extensions. A Property Boundary Survey map was reviewed.

Gary Steinman noted that it appears that the PA490 designation for this property is not appropriate and suggested that this be referred to the Assessor.

Mr. Olivieri explained that the two parcels are owned by Mr. Rower and the only change would be to adjust the property line to allow for the barn extension, which will be proposed to the Zoning Commission as an agricultural activity. The plan is for an extension on the existing barn and addition of new barns. Additionally, the rebuilding of a historic barn for which they received a variance in 2008 will be completed.

The lot will increase from 7.76 to 7.85; therefore, 0.14 acres would be changed via this lot line revision request.

MOTION: To approve this application for a Lot Line Revision - Rower/Painter Hill Road (Map 38, Lots 1 & 27). Motion by Bob Munson, seconded by Peter Mariano and unanimously approved.

Referral from Zoning – Petition to amend Zone D by MH Property, LLC, 5 Mine Hill Road, Roxbury

Elliot Davis, owner of Roxbury Station property, and Jeremy Oskandy of Arthur Howland and Associates came forward. Chairman Filous explained that this is a referral to Planning from the Zoning Commission for the extension of Zone D to the easterly portion of 6 Mine Hill Road. This is part of the general plan for Mine Hill Distillery which will restore and preserve this historical site.

The Planning Commission determined that this is in accordance with the Plan of Conservation and Development.

MOTION: To respond in the affirmative to the Referral from Zoning – Petition to amend Zone D by MH Property, LLC, 5 Mine Hill Road, Roxbury. Motion by Gary Steinman, seconded by Bob Munson and unanimously approved.

MOTION: To add to the agenda 8-24 Referral for Proposed Property Purchase from the Town by Ed Cady on Flag Swamp Road. Motion by Bob Munson, seconded by Peter Mariano and unanimously approved.

8-24 Referral for Proposed Property Purchase from the Town by Ed Cady on Flag Swamp Road

The Planning Commission reviewed the map and the memo from First Selectman Barbara Henry dated 2/10/16. It was explained that Ed and Sarah Cady own property that requires a crossing over town property to access. The Town has no use for this 0.112 acre piece of land; therefore, the Board of Selectmen unanimously voted in favor of selling it to Ed and Sarah Cady for \$1,400.

MOTION: To respond in the affirmative to the 8-24 Referral for Proposed Property Purchase from the Town by Ed Cady on Flag Swamp Road. Motion by Peter Filous, seconded by Gary Steinman and unanimously approved.

OLD BUSINESS

N/A

CHAIRMAN'S REPORT

Discuss and make suggestions regarding subdivision regulations to accommodate Smart Growth as per Plan of Conservation and Development

Review of "Smart Growth Subdivision" memo

Peter Filous discussed the memo distributed and reviewed at previous meetings that included suggestions for subdivisions. He explained that this memo was in reference to having more diversified land planning available if the market accepts it. He reviewed a common interest ownership subdivision concept with single family homes not exceeding 12 buildings on at least 25 acres.

Bob Munson explained that since the Smart Growth Committee has been disbanded this matter is now a Zoning Commission issue. Planning will discuss ideas; however, Zoning is required to act on it in order for anything to go forward.

Gary Steinman reminded the group that at the last meeting they discussed the need for gaining information from the townspeople regarding what kind of accommodations they want in the regulations and how much of a demand there is. He offered to have the Conservation Commission go forward with working on ways of surveying the townspeople perhaps in a town hall meeting type forum. Peter Filous noted that any meeting with the town regarding the use of land should be in conjunction with the land use commissions including Planning and Zoning.

Attorney Greg Cava advised that if you are going to plan small lot zones they should not be done as overlay zones. He explained that Zoning has no authority over land owned in common; this is beyond their authority. Forms of ownership cannot be regulated. Use and density are the only things the Zoning Commission can regulate. You cannot legislate forms of ownership; all you can do is not discriminate against it.

Attorney Cava explained that the town should figure out what problem they would like to solve. For instance, small lot single family homes would attract children. This would require a covenant to restrict the size of the houses.

Gary Steinman questioned whether under current regulation if someone could subdivide a property and create a common interest subdivision. Mr. Cava confirmed that this can occur under currently existing regulations.

Rob Horrigan reported that he had heard grumblings about the three acre zones. He questioned why the Planning Commission does not recommend to the Zoning Commission the return to the three acre zoning. Bill Curran noted that Rob Horrigan brings up a point regarding the return to 3 acre zoning. It was questioned why the Planning Commission would not recommend downzoning as part Smart Growth.

Rob Horrigan noted that common wall housing was mentioned at the last Zoning meeting. Peter Filous explained that seniors often prefer common wall housing for safety.

Bill Horrigan noted that the controlling factors for development are health, setbacks and wetlands. The costs of accessibility and the land are often prohibitive in making homes affordable.

Bill Curran questioned what Planning is trying to accomplish. Peter Filous explained that they would like to have options available. The Town wants to encourage younger families and make it possible for the older population to retire in Roxbury.

COMMUNICATIONS

Available on-line

- Minutes– Zoning Commission Meetings
- Minutes – Wetlands Commission Meetings

ADJOURNMENT

MOTION: To adjourn the meeting at 9:01 PM, motion by Gary Steinman, seconded by Peter Mariano and unanimously approved.

Respectfully submitted,

Jai Kern

Tai Kern, Secretary

These motions are not considered official until approved at the next Regular Meeting of the Roxbury Planning Commission



TOWN OF ROXBURY CONNECTICUT

Planning Commission

29 North Street • P.O. Box 203 • Roxbury, CT 06783-0203

ROXBURY PLANNING COMMISSION REGULAR MEETING MARCH 10, 2016

MINUTES

CALL TO ORDER

Peter Filous, Chairman, called the meeting to order at 7:32 PM.

Members Present: Peter Filous, Bob Munson, Gary Steinman, and Pauline Krofssik.

APPROVAL OF MINUTES

Regular Meeting – February 11, 2016

MOTION: To approve the minutes of the 02/11/16 Regular Meeting. Motion by Gary Steinman, seconded by Bob Munson and approved 3-0-1. Krofssik abstained.

NEW BUSINESS

Referral from Zoning for a proposed text amendment to permit residential apartments in Zone D

The members reviewed the memo dated 2/26/16 regarding the proposed new provisions of Section 4.6 of the Zoning Regulations which allow for mixed use apartments in Zone D. They confirmed that they have no issues with this proposal and noted that Zone D is a very refined area.

MOTION: To respond in the affirmative to the proposed text amendments to the Roxbury Zoning Regulations to permit residential apartments in Zone D - Sections 4.6.5 & 13.2. Motion by Bob Munson, seconded by Pauline Krofssik and unanimously approved.

OLD BUSINESS

N/A

CHAIRMAN'S REPORT

Discuss and make suggestions regarding subdivision regulations to accommodate Alternative Housing as per the Plan of Conservation and Development

Peter Filous reported that James Conway has requested that they meet once a month to review options for Alternative Housing as per the Plan of Conservation and Development. Specifically, he would like to discuss down zoning Zone A. Zone A consists of about 1200 acres. The group viewed a map of Zone A. The Commission discussed issues that may come up with septic and wells on small lots. It was questioned whether this approach would have much effect on the cost of a home in this Zone. A cost of a building lot may not be much less when the size is slightly reduced.

Gary Steinman reminded the group that the Conservation Commission distributed a pamphlet years ago to educate the public regarding regulations. Also, education regarding of what can already be accomplished under the current regulations may be a good idea.

Peter Filous explained that any kind of proposal for Alternative Housing will be presented by the Zoning Commission and will go through the proper hearing process.

COMMUNICATIONS

Available on-line

- Minutes– Zoning Commission Meetings

- Minutes – Wetlands Commission Meetings

Chairman Filous made note of the Quarterly Newsletter included in the members' packets. He reported that he will attend the March 30th NHCog Regional Plan of Conservation & Development Kickoff that members were invited to via e-mail.

ADJOURNMENT

MOTION: To adjourn the meeting at 8:06 PM, motion by Pauline Krofssik, seconded by Gary Steinman and unanimously approved.

Respectfully submitted,

Jai Kern

Tai Kern, Secretary

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TOWN OF ROXBURY CONNECTICUT

Planning Commission

29 North Street • P.O. Box 203 • Roxbury, CT 06783-0203

ROXBURY PLANNING COMMISSION REGULAR MEETING APRIL 14, 2016

CANCELLATION NOTICE

The Regular Meeting of the Roxbury Planning Commission scheduled for Thursday, April 14, 2016 has being cancelled due to a lack of business to come before the Commission.

The next Regular Meeting of the Commission will be held on Thursday, May 12, 2016.

Respectfully submitted,
Karen S. Eddy
Karen S. Eddy
Land Use Administrator

Dated: April 1, 2016

CC: Town Clerk



TOWN OF ROXBURY CONNECTICUT

Planning Commission

29 North Street • P.O. Box 203 • Roxbury, CT 06783-0203

ROXBURY PLANNING COMMISSION REGULAR MEETING MAY 12, 2016

MINUTES

CALL TO ORDER

Peter Filous, Chairman, called the meeting to order at 7:30 PM.

Members Present: Peter Filous, Peter Mariano, Gary Steinman, and Alternates Jim Hagen, Deirdre Daly. Jim Hagen and Deirdre Daly were seated

Others Present: Curt Smith

APPROVAL OF MINUTES

Regular Meeting - March 10, 2016

MOTION: To approve the minutes of the 03/10/16 Regular Meeting. Motion by Gary Steinman, seconded by Peter Mariano and approved 5-0.

NEW BUSINESS

Smith – 84 Weller’s Bridge Road – Lot Line Revision

Curt Smith came forward and reviewed the plan entitled Lot Line Revision dated 4/25/16. He explained the plan to purchase 2 acres of the adjoining property owned by Meyers and adjust the property line at 84 Weller's Bridge Rd for a total of approximately 8 acres. He reviewed the proposed revised lot line revision on the map and the remaining Meyers property. He noted that the approval from Health Department is included in the file.

The Commission found no issues with this proposal.

MOTION: To approve the application of Smith – 84 Weller’s Bridge Road – Lot Line Revision. Motion by Gary Steinman, seconded by Deirdre Daly and approved 5-0.

CHAIRMAN’S REPORT

Make suggestions regarding subdivision regulations to accommodate Alternative Housing as per the Plan of Conservation and Development

Chairman Filous reported that, as agreed, he meets with Jim Conway, Chairman of the Zoning Commission, regularly on this topic. Currently the Zoning Commission is working on the proposal for downzoning Zone A. This will make smaller lots available. He discussed the requirements this may involve. Once available from the Zoning Commission, the Planning Commission will have the opportunity to review this proposal and make their suggestions.

Seniors continue to have an interest in condominium options. This may be explored once the downsizing of Zone A has been examined. The Planning Commission has reached the end of their exploration of suggestions and research regarding this topic. The Smart Growth discussion will be removed from the agenda until more information from the Zoning Commission is available.

OLD BUSINESS

N/A

COMMUNICATIONS

P & Z Newsletter

Available on-line

- Minutes– Zoning Commission Meetings
- Minutes – Wetlands Commission Meetings

ADJOURNMENT

MOTION: To adjourn the meeting at 7:50 PM, motion by Deirdre Daly, seconded by Gary Steinman and unanimously approved.

Respectfully submitted,

Jai Kern

Tai Kern, Secretary

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TOWN OF ROXBURY CONNECTICUT

Planning Commission

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ROXBURY PLANNING COMMISSION REGULAR MEETING JUNE 9, 2016

CANCELLATION NOTICE

The Regular Meeting of the Roxbury Planning Commission scheduled for Thursday, June 9, 2016 has being cancelled due to a lack of business to come before the Commission.

The next Regular Meeting of the Commission will be held on Thursday, July 14, 2016.

Respectfully submitted,

Karen S. Eddy

Karen S. Eddy
Land Use Administrator

Dated: June 2, 2016

CC: Town Clerk



TOWN OF ROXBURY CONNECTICUT

Planning Commission

29 North Street • P.O. Box 203 • Roxbury, CT 06783-0203

ROXBURY PLANNING COMMISSION REGULAR MEETING JULY 14, 2016

MINUTES

CALL TO ORDER

Peter Filous, Chairman, called the meeting to order at 7:30 PM.

Members Present: Peter Filous, Bob Munson and Alternate Deirdre Daly. Deirdre Daly was seated.

Others Present: Brian Neff

APPROVAL OF MINUTES

Regular Meeting – May 12, 2016

MOTION: To approve the minutes of the 05/12/16 Regular Meeting. Motion by Peter Filous, seconded by Deirdre Daly and unanimously approved.

NEW BUSINESS

Booth – 75 Old Roxbury Road/79 Carriage Lane – Lot Line Revision Application

Brian Neff came forward with a plan dated 6/21/16 and explained that the applicant would like to build an accessory structure that is a piece of art; however, where they would like to place it does not have a house on the lot. Therefore, they would like to remove the lot line between their residence on 75 Old Roxbury Rd and their property on 79 Carriage Lane. This lot totals 3.998 acres which they would like to merge with 75 Old Roxbury Rd to allow for an accessory structure.

MOTION: To approve Booth – 75 Old Roxbury Road/79 Carriage Lane – Lot Line Revision Application to allow for a merge of 3.998 acres lot on 79 Carriage Lane to the main property on 75 Old Roxbury Road. Motion by Bob Munson, seconded by Deirdre Daly and unanimously approved.

CHAIRMAN'S REPORT

Review of amended application form

Chairman Filous reviewed the application form with the Commission and noted that a section has been added on the form for a first cut.

OLD BUSINESS

N/A

COMMUNICATIONS

Available on-line

- Minutes– Zoning Commission Meetings
- Minutes – Wetlands Commission Meetings

ADJOURNMENT

MOTION: To adjourn the meeting at 7:45 PM, motion by Deirdre Daly, seconded by Bob Munson and unanimously approved.

Respectfully submitted,

Jai Kern

Tai Kern, Secretary

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Planning Commission

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ROXBURY PLANNING COMMISSION REGULAR MEETING AUGUST 11, 2016

CANCELLATION NOTICE

The Regular Meeting of the Roxbury Planning Commission scheduled for Thursday, August 11, 2016 has being cancelled due to a lack of business to come before the Commission.

The next Regular Meeting of the Commission will be held on Thursday, September 8, 2016.

Respectfully submitted,

Karen S. Eddy

Karen S. Eddy
Land Use Administrator

Dated: August 4, 2016

CC: Town Clerk



TOWN OF ROXBURY CONNECTICUT

Planning Commission

29 North Street • P.O. Box 203 • Roxbury, CT 06783-0203

ROXBURY PLANNING COMMISSION REGULAR MEETING SEPTEMBER 8, 2016

CANCELLATION NOTICE

The Regular Meeting of the Roxbury Planning Commission scheduled for Thursday, September 8, 2016 has being cancelled due to a lack of business to come before the Commission.

The next Regular Meeting of the Commission will be held on Thursday, October 13, 2016.

Respectfully submitted,
Karen S. Fddy
Land Use Administrator

Cc: Town Clerk

Dated: September 1, 2016



TOWN OF ROXBURY CONNECTICUT

Planning Commission

29 North Street • P.O. Box 203 • Roxbury, CT 06783-0203

ROXBURY PLANNING COMMISSION REGULAR MEETING OCTOBER 13, 2016

MINUTES

CALL TO ORDER

Peter Filous, Chairman, called the meeting to order at 7:32 p.m.

Members Present: Peter Filous, Gary Steinman, Bob Munson, Pauline Kroffsik, Deirdre Daly, Peter Mariano

Others Present: Attorney Shaver, Jocelyn Ayer, James Conway, Allen Johnson, Brian Duda, Dave Miller, Catherine Masi,

APPROVAL OF MINUTES

Regular Meeting --- July 14, 2016

MOTION: To approve the minutes of the 07/14/16 Regular Meeting. Motion by Bob Munson, seconded by Deirdre Daly and unanimously approved. Steinman, Mariano and Kroffsik abstained.

NEW BUSINESS

Kovac/Roxbury Land Trust – 85 Forest Farm Drive – Lot Line Revision Application

Attorney Shaver came forward representing Kovac with Brian Duda representing the Land Trust. A memo dated October 11, 2016 from Attorney Shaver describing this application was read aloud. The proposal is to take 2.3 acres from Land Trust property to add to the Kovac lot creating a 21.11 acre lot. The old lot line was the boarder of the conservation easement. This easement will continue to exist. The map entitled Lot Line Revision dated September 1, 2016 by New England Land Surveying, P.C. of Danbury, CT was reviewed.

MOTION: To approve Kovac/Roxbury Land Trust – 85 Forest Farm Drive – Lot Line Revision Application as referenced in October 11, 2016 memo by Robert Shaver. Motion by Gary Steinman, seconded by Bob Munson and unanimously approved.

Presentation by Jocelyn Ayer, NHCOC Community & Economic Development Director regarding development of a regional Plan of Conservation & Development

Chairman Filous welcomed Jocelyn Ayer who was present to give a presentation regarding the development of a regional plan for the 21 towns that Roxbury is a part of. This is to find out how these towns can work together to accomplish their common goals. She explained that the COG would like to put together an interactive website to be used as a tool by the towns in the region. She distributed listing of town-level demographic, economic, housing, and land use data available through NHCOC.

Ms. Ayer reviewed the timeline noting the goal of a Final Plan adoption & website toolkit by the Fall of 2017. There is a survey online that they would like to encourage as many residents to take it as possible. Those present at this meeting took the survey live.

She reported that they will be creating a locational guide map showing conservational and development areas and reviewed the State's map with the group. She questioned whether this is accurate. Gary Steinman noted that some of the preserved and protected lands are incorrect.

Ms. Ayer reported that First Selectman Henry was provided with a link and information about the survey and asked that the townspeople be encouraged to take this survey.

CHAIRMAN'S REPORT

N/A

OLD BUSINESS

N/A

COMMUNICATIONS

N/A

Available on-line

- Minutes– Zoning Commission Meetings
- Minutes – Wetlands Commission Meetings

ADJOURNMENT

MOTION: To adjourn the meeting at 8:45 p.m. Motion by Deirdre Daly, seconded by Bob Munson and unanimously approved.

Respectfully submitted,

Tai Kern

Tai Kern, Secretary

These motions are not considered official until approved at the next Regular Meeting of the Roxbury Planning Commission



TOWN OF ROXBURY CONNECTICUT

Planning Commission

29 North Street • P.O. Box 203 • Roxbury, CT 06783-0203

ROXBURY PLANNING COMMISSION REGULAR MEETING NOVEMBER 10, 2016

MINUTES

CALL TO ORDER

Peter Filous, Chairman, called the meeting to order at 7:35 p.m.

Members Present: Peter Filous, Gary Steinman, Pauline Krofssik, and Alternate Deirdre Daly.

Deirdre Daly was seated as a Regular Member.

APPROVAL OF MINUTES

Regular Meeting - October 13, 2016

It was determined that it is important to note that during Jocelyn Ayer's presentation she stated that grants could be withheld if the Town acts in contrary to what is recommended by the NHCOG.

MOTION: To approve the minutes of the 10/13/16 Regular Meeting. Motion by Gary Steinman, seconded by Pauline Krofssik and unanimously approved.

OLD BUSINESS

Review of presentation by Jocelyn Ayer, NHCOG Community & Economic Development Director regarding development of a regional Plan of Conservation & Development

Chairman Filous noted his concern with Jocelyn Ayer's comment that she would like to approve the Plan of Conservation and Development draft. The list of goals that were presented by the NHCOG was distributed and reviewed. It was agreed that an overall plan for the region would not suit Roxbury as well as a plan designed specifically for this town.

Information was distributed regarding a meeting to be held Wednesday, November 30th at 6:30 p.m. by the NHCOG regarding Land Conservation & Outdoor Recreation in Northwest Connecticut.

NEW BUSINESS

Election of Planning Commission Officers for 2017

Pauline Krofssik nominated the current slate of officers to go forward in 2017:

- Peter Filous - Chairman
- Bob Munson - Vice Chairman
- Gary Steinman - Secretary

The nomination was seconded by Deirdre Daly.

MOTION: To close the nominations for the Election of 2017 Officers. Motion by Pauline Krofssik, seconded by Deirdre Daly and carried unanimously.

MOTION: To elect the current slate of officers to go forward for 2017:

- Peter Filous - Chairman
- Bob Munson - Vice Chairman
- Gary Steinman - Secretary

Motion by Pauline Krofssik, seconded by Deirdre Daly and carried unanimously.

Approval of Planning Commission meeting schedule for 2017

The Regular Meeting schedule for 2017 was distributed and reviewed.

MOTION: To accept the Planning Commission Regular Schedule for 2017 as written. Motion by Gary Steinman, seconded by Pauline Krofssik and carried unanimously.

CHAIRMAN'S REPORT

Chairman Filous distributed the Roles and Responsibilities of the Planning Commission to be used as refresher to the members of their charge as a Planning Commission member.

COMMUNICATIONS

N/A

Available online

- Minutes– Zoning Commission Meetings
- Minutes – Wetlands Commission Meetings

ADJOURNMENT

MOTION: To adjourn the meeting at 8:45 p.m. Motion by Deirdre Daly, seconded by Gary Steinman and carried unanimously.

Respectfully submitted,

Jai Kern

Tai Kern, Secretary

These motions are not considered official until approved at the next Regular Meeting of the Roxbury Planning Commission



TOWN OF ROXBURY CONNECTICUT

Planning Commission

29 North Street • P.O. Box 203 • Roxbury, CT 06783-0203

ROXBURY PLANNING COMMISSION REGULAR MEETING DECEMBER 8, 2016

CANCELLATION NOTICE

The Regular Meeting of the Roxbury Planning Commission scheduled for Thursday, December 8, 2016 has being cancelled due to a lack of business to come before the Commission.

The next Regular Meeting of the Commission will be held on Thursday, January 12, 2017.

Respectfully submitted,
Karen S. Fddy
Land Use Administrator

Cc: Town Clerk

Dated: December 1, 2016