

**PLANNING AND ZONING COMMISSION  
REGULAR MEETING  
ASHFORD TOWN HALL, ROOM 104  
5 TOWN HALL ROAD, ASHFORD, CT  
September 12, 2016**

**Present:** Robert Zaicek (Vice Chairman), Alex Hastillo (Secretary), Doug Jenne, Gerry Nagy, Tom Paul, Richard Williams, Nord Yakovleff, Janet Bellamy (alt.), Sandy Moquin (alt.), Tim Moran (alt.), Michael Gardner (Land Use Administrator), and Francine Hodovan (Recording Secretary).

**Guest:** Dorian Famiglietti (Kahan, Kerensky and Capossela).

**1. Call to Order:** The September 12, 2016 regular meeting of the Ashford Planning and Zoning Commission was called to order by Vice Chairman Robert Zaicek at 7:00 p.m.

**2. Seating of Alternates:** Ms. Bellamy was seated for Mr. Dufresne and Ms. Moquin was seated for Mr. Silver-Smith.

**3. Amendment to the Ashford Planning and Zoning Regulations, Article 6B, Section 3, A(2):** The September 12, 2016 Public Hearing of the Ashford Planning and Zoning Commission was opened by Vice Chairman Robert Zaicek at 7:03 p.m.

Ms. Famiglietti of Kahan, Kerensky and Capossela spoke on behalf of her client Garrett Holmes, LLC. She stated that in the company's reading of the P&ZC's regulations with regards to a possible proposal, they read Article 6, Section 3,A(2) regarding sign regulations and believe that there is an inadvertent error in the formula. Currently, it reads that the maximum area of all signage "shall not exceed the **lesser** of 40 square feet or 2 square feet for each full foot of length of each side of the building."

The Land Use Office sent a notice to NECCOG for comment on the proposed amendment but has not received comments. She is requesting an amendment to the Regulations to state that the area of signage "shall not exceed the **greater** of 40 square feet or 2 square feet for each full foot of length of each side of the building."

Questions were asked regarding the average amount of signage needed for a building based on its size. Ms. Famiglietti thanked the Commission for their time and consideration.

**MR. WILLIAMS MOVED AND MS. BELLAMY SECONDED A MOTION TO CLOSE THE PUBLIC HEARING OF THE ASHFORD PLANNING AND ZONING COMMISSION. VOTING FOR: ZAICEK, HASTILLO, JENNE, NAGY, PAUL, WILLIAMS, YAKOVLEFF, BELLAMY AND MOQUIN. VOTING AGAINST: NONE. ABSTAINING: NONE. THE MOTION PASSED 9-0.**

**4. Review of Meeting Minutes for August 8, 2016 Regular Meeting: MR. HASTILLO MOVED AND MR. WILLIAMS SECONDED A MOTION TO ACCEPT THE MINUTES OF THE AUGUST 8, 2016 P&ZC MEETING AS WRITTEN. VOTING FOR: HASTILLO, JENNE, WILLIAMS AND YAKOVLEFF. VOTING AGAINST: NONE. ABSTAINING: BELLAMY, MOQUIN, NAGY, PAUL AND ZAICEK. MOTION PASSED: 4-0.**

**5. Bills:** Ms. Hodovan submitted a bill for tonight's meeting which was signed by Vice Chairman Zaicek. It was then given to Mr. Gardner for accounting purposes.

**6. Correspondence:** None.

**7. Unfinished Business:**

**a. Amendment to the Ashford P&ZC Regulations, Article 6B, Section 3, A (2):** Mr. Williams noted that this is most likely an inadvertent error because the way the paragraph is currently written it cancels out the second half of the formula, which renders that part unnecessary. Discussion ensued and Mr. Moran reminded the Commission that there are other checks in place to ensure that signage is not too bright, too close to a road or blocking the view of traffic, etc., and that once again the only thing at issue is the actual wording of Section 3,A(2).

**MR. HASTILLO MOVED AND MR. NAGY SECONDED A MOTION TO AMEND ARTICLE 6B, SECTION 3, A(2) TO READ THAT THE TOTAL AREA OF SIGNAGE "SHALL NOT EXCEED THE GREATER OF 40 SQUARE FEET OR 2 SQUARE FEET FOR EACH FULL FOOT OF LENGTH OF EACH SIDE OF THE BUILDING." VOTING FOR: ZAICEK, HASTILLO, BELLAMY, JENNE, MOQUIN, NAGY, PAUL, WILLIAMS AND YAKLOVEFF. VOTING AGAINST: NONE. ABSTAINING: NONE. MOTION PASSED: 9-0.**

**8. New Business:** None.

**9. Zoning Officer's Report:** Mr. Gardner stated that he will be issuing the building permit for Cumberland Farms this week. No applications have been received for demolition of any buildings. One application for a permit for building a home has been received. Finally, regarding the Morey Place Subdivision, Lot 1 is almost complete and Lot 4 should have a building permit issued "soon." The water supply still needs to be finalized.

**10. Other Business:**

**Economic Development Commission:** Mr. Williams stated that the Economic Development Commission is looking forward to coming to the next meeting of the P&ZC to speak about what they are doing, what their mission is and how we can work together.

**Fee Structure:** The sub-committee of Zaicek, Hastillo, Moran and Williams are working on page 2 of the fee structure. Williams stated that the language is intended only for large projects such as large power generators, industrial waste facilities, renewable energies facilities, etc., and he will be asking for feedback from the rest of the Commission once they have it in place and send it out for comment. Currently they are looking at the verbiage used by other towns, including Mansfield and Durham. He's seen that they use an estimate of the value of the project and put an amount into an escrow account, while the State takes approximately 1% of the estimated value of the total project so there is precedence for doing so. He noted that big project usually have first stage developers who take an option to buy if the project is approved and all necessary permits are issued. It is the second tier investor who invests at that point and carries the bulk of the risk. The sub-committee will meet again before the next regular meeting of the P&ZC and he requested that the rest of the Commission read any information the sub-committee sends out before that meeting and send any comments so everyone can be prepared to discuss it.

**11. Public Comments:** None.

**12. Adjournment: MR. NAGY MOVED AND MS. BELLAMY SECONDED A MOTION TO ADJOURN THE SEPTEMBER 12, 2016 REGULAR MEETING OF THE ASHFORD PLANNING AND ZONING COMMISSION. VOTING FOR: ZAICEK, HASTILLO, BELLAMY, JENNE, MOQUIN, NAGY, PAUL, WILLIAMS AND YAKLOVEFF. VOTING AGAINST: NONE. ABSTAINING: NONE. MOTION PASSED: 9-0.**

The September 12, 2016 meeting of the Ashford Planning and Zoning Commission adjourned at 8:02 p.m.

Respectfully submitted,

Francine Hodovan  
Recording Secretary