

**Berlin Planning and Zoning Commission
SPECIAL MEETING AGENDA
June 29, 2021 5:00 p.m.**

The Town of Berlin, CT Planning and Zoning Commission will hold a Special meeting with a Public Hearing by remote video conference call on Tuesday, June 29, 2021 at 5:00 p.m. This meeting may be attended remotely by video or telephone as provided below.

Remote access to this meeting is available by Zoom video conference at the following link:

Join Zoom Meeting*

<https://town-berlin-ct-us.zoom.us/j/8140556035?pwd=YU0xb1J2Yyt4RDVLUkRlZFpFTFRuQT09>

Meeting ID: 814 055 6035 Passcode: PZ100

Dial by your location*

+1 929 205 6099 US (New York)

Meeting ID: 814 055 6035 Passcode: 488321

*Data and toll charges may apply.

This agenda and all meeting materials related to the agenda items which have been distributed to the Commission will be posted on the Town's website at: www.town.berlin.ct.us and will be available for viewing before, during and after the meeting as provided for by the Governor's Executive Orders. Members of the public are encouraged to submit materials relevant to the applications to the Planning and Zoning Department no later than 12:00 p.m. on Wednesday, June 2, 2021 for posting prior to, during, and after the meeting.

- I. **Call to Order**
- II. **Public Hearing**
 - a. Special Permit application of Doug O'Leary for Full Circle Golf Academy at 170 Deming Road with an amendment to the unified site plan of Deming Business Park in the GI-2 Zone. (rescheduled from July 17, 2021)
- III. **Commission Business**
 - a. May 20, 2021
 - b. June 3, 2021
- IV. **Old Business**
 - a. Special Permit application of Doug O'Leary for Full Circle Golf Academy at 170 Deming Road with an amendment to the unified site plan of Deming Business Park in the GI-2 Zone.
- V. **Adjournment**

2021 JUN 18 AM 8:49
K. [Signature]
[Signature]

Berlin Planning and Zoning Commission

June 3, 2021 7:00 p.m.

The Town of Berlin, CT Planning and Zoning Commission held its regular meeting in-person and by remote video conference call on Thursday, June 3, 2021 at 7:00 p.m. Public Hearings were held at this meeting. This meeting was attended in person at Town Council Chambers, Berlin Town Hall, 240 Kensington Road, Berlin, CT or remotely by video or telephone as provided below.

Remote access to this meeting is available by Zoom video conference at the following link:

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Call to Order

The Berlin Planning and Zoning Commission held its regular meeting in-person and by remote video conference on June 3, 2021 at 7:00 p.m. by Zoom. The meeting was called to order at 7:07 p.m.

In attendance

Chairwoman Joan Velez

Commissioners; Brian Rogan; Steve Wollman; Diane Jorsey, Timothy Zigmont

Alternate Commissioner Stephen Biella, Jr. (seated as noted)

Alternate Commissioner Andrew Legnani (seated as noted)

Commissioner Peter Zaraboza arrived at 7:15 p.m.

Acting Town Planner/ZEO Maureen Giusti, AICP

Zoning Enforcement Officer Adam Levitus, PE

Excused

Commissioner Jon-Michael O'Brien

Commissioner George Millerd

Commission Business

a. Extension of an approved Site Plan application of Berlin Housing Authority for housing for elderly persons development at 143 Percival Avenue.

Mr. Bagorski presented for extension of the site plan.

Commissioner Jorsey moved to extend the site plan until February 2025.

Commissioner Wollman seconded the motion.

Motion unanimously carried.

b. Façade application of Kern Realty LLC for signage and landscaping improvements for an existing commercial property at 979 Farmington Avenue in the CCD-2 Zone.

Peter Kern presented and explained that he bought the building March 2021 and is applying to make improvements to the property.

Commissioner Wollman moved to approve the application with staff comments.

Commissioner Zigmont seconded the motion.

Motion unanimously carried.

New Business

a. Special Event Application of John Mangiafico, Italian Political Independent Club, for a Italian Club Craft Fair with Food Trucks at 16 Harding Street in the General Industrial (GI) Zone on August 8, 2021. (Rescheduled from May 20, 2021)

Tracy Contino presented and is proposing a craft and vendor fair. She hopes for a good turn out with fifteen to twenty tents outside the building. Vendors will carry own insurance and tax identification number. The brewery around the corner agreed to open at the same time as the event with food trucks available to patrons. Additional parking will be in the brewery's lot.

Maureen Giusti added the food trucks and vendors will need to check with the police for requirements.

Commissioner Wollman moved to approve application with staff comments.

Commissioner Jorsey seconded the motion.

Motion unanimously carried.

b. Site Plan application of Sabrina Griffo-Brandao, Kev Kai Properties, LLC for construction of a 10,000 sq. ft. multi-tenant office/warehouse building and related site improvements at 239 Christian Lane, property of Occhi Children's Trust, in the General Industrial-2 (GI-2) Zone. (Continued from May 3, 2021, must decide 6/19/21)

Sabrina Griffo-Brandao is in the process of closing on the property. She has submitted detailed plans with traffic flow, entrance indication on the north side, parking spaces, detailed landscaping, drainage, windows for lighting, and doors with lighting. She explained the space will be for two or four tenants.

Chairman Veley thanked the applicant for adding windows to the plans.

Ms.Griffo-Brandao explained security cameras will be added as needed with decorate lighting for safety and ambiance. Arborvitaes will be added to the landscaping on the side of the building. On the small piece of grass additional trees will be planted.

Commissioner Zigmont asked the applicant for fire safety elements on the plans.

Maureen Giusti explained that the fire marshal's comment is standard for building permit approvals. The town engineer's comments may be able to be rectified for permits.

Commissioner Jorsey asked about the trees that are shown on the plan. She feels the plans are incomplete, specifically the landscaping, lighting, etc. The dumpster will be in the back corner in the truck turnaround.

Ms. Griffo-Brandao will research the issues and get back to the commission.

Commissioner Zigmont moved to extend the application for further discussion at the next meeting.

Commissioner Wollman seconded the motion.

Motion unanimously carried

c. Site Plan application of 861 Farmington Avenue LLC and Cocomo Brothers Associates LLC for a unified plan for access, parking, and site improvements associated with repairs and additions to

existing buildings at 861 and 873 Farmington Avenue in the CCD-2 Zone and Kensington Village Overlay Core-1 Zone.

Brandon Hanfield presented on the application. He explained the existing conditions of the site. He then explained the repairs and additions as shown on plans. New sidewalks will have handicap accessibility. Landscaping with mulch beds and stone will be added. Trash and recycling will be roll out bins for curbside pickup. If there is a need for a dumpster, there is a spot designated for a dumpster pad and fenced screening would be added in accordance with the regulations. A patio will be attached to the restaurant with a black fence as shown for outdoor dining. Signage will be subject to permitting. More trees can be added if there is room. He noted concern with plant viability along the right-of-way and around infrastructure.

Commissioner Jorsey commented that the more outdoor dining area the better. She also suggested a pergola be added to offer shade.

Maureen Giusti asked Mr. Hansfield to explain the handicap parking spaces.

Mr. Hansfield explained the parking spaces are as close to the front doors as possible. There is one space for ADA accessibility for the accessible dwelling unit, but recommends it be dedicated to that unit use rather than encumbered with handicap signage. The other h/c spaces on the site meet the required number of handicap stalls. He also addressed the town engineer comment regarding the dumpster area, explaining it is designed for bins and the aisle width is sufficient for maneuvering.

Mr. Zigmont would like to see Hardy Plank Board on the building. The problem is matching the color to the existing building. Mr. Handfield explained it is much easier to match vinyl. There was discussion regarding matching the existing textured siding and the Commission consensus was that matching as presented would be appropriate.

Commissioner Wollman moved to approve application with staff comments.

Commissioner Rogan seconded the motion.

Motion unanimously carried.

Commission Business

a. Discussion of POCD 2023

i. Update on POCD consultant selection

Maureen Giusti explained to the commission interviews are taking place with consultants.

Mr. Bagorski asked to comment and then recommended future gas stations be required to have emergency generators. He also recommends the town take a look at agriculture regulations.

ii. POCD committee meeting schedule discussion

Maureen Giusti would like to set a meeting schedule for POCD discussions. Possibly once a month. The 4th Thursday of the month was agreed upon with the ability to be flexible and reschedule if necessary.

Commissioner Jorsey would like to discuss the preservation of water for the town. The city of Meriden and New Britain both have reservoirs in our town. Due to droughts its something she feels the town needs to think about for the future.

Adjournment

Commissioner Jorsey moved to adjourn the meeting.

Commissioner Wollman seconded the motion which carried unanimously.

The time was 8:24p.m.

Respectfully submitted,

Marlo Matassa

Recording Secretary