

**Planning & Zoning Commission**  
**Unapproved Minutes**  
**October 4, 2017**

Chairman Graveline called the meeting to order at 7:00 p.m.

**Members Present:** J. Crumb, A. Havican, G. Graveline

**Alternates Present:** G. Ploski and R. Blanc

**Absent:** D. Santoro and K. Kemp

**Others Present:** None

R. Blanc asked for a moment of silence for those in the tragic incident in Las Vegas, NV.

Chairman Graveline sat G. Ploski and R. Blanc for K. Kemp and D. Santoro.

**Approval of Minutes:**

**Motion** made by J. Crumb, seconded by G. Ploski to approve the minutes of 9/20/17 as amended. **Unanimous.**

**Motion** made by G. Ploski, seconded by R. Blanc to approve the minutes of the special meeting of 9/20/17 as presented. **Unanimous.**

**Motion** made by J. Crumb, seconded by R. Blanc to approve the minutes of the special meeting of 9/27/17 as presented. **Unanimous.**

**Correspondence:**

1. Invoice from DTC, On-Call Prospect Town Engineer, RE: 33 Coachlight Circle; Professional Services from August 6, 2017 to September 2, 2017, in the amount of \$270.00, dated 9/18/17. **Motion** made by A. Havican, seconded by R. Blanc to authorize payment of an invoice dated 9/18/17, in the amount of \$270.00 from DTC, On-Call Prospect Town Engineer, Re: 33 Coachlight Circle; Professional Services from August 6, 2017 to September 2, 2017. **Unanimous.**

2. Letter from Attorney M. Leonard Caine, III, to Chairman Graveline, RE: Mary Barton – Zoning Enforcement Officer/Land Use Inspector for the Town of Prospect, CT dated October 4, 2017

**Motion** made by A. Havican, G. Ploski to place correspondence on file. **4 Approved/1 No – J. Crumb. Motion passes.**

**Pending Old Business:** ZEO/Land Use Inspector Position

A discussion took place regarding prior appointment of the Land Use Inspector by the PZC of Mary Barton. Chairman Graveline stated that though the PZC appointed Ms. Barton, the Commission does not hire and to set a pay range is within the Town Council's power; there is no proper procedure in place. A. Havican suggested sending the letter received from Attorney Caine to Mayor Chatfield to be forwarded to the Town's Attorney and present to the Town Council accordingly. Chairman Graveline asked for a consensus of the Commission to send to the Mayor to be sent to the Town Council. J. Crumb, A. Havican and R. Blanc commented that they did not like how things were progressing. Chairman Graveline asked to have the letter from Attorney Caine given to Mayor Chatfield to give to the Town Council.

**Public Participation:**

J. Crumb informed the Commission that he had received three (3) emails from Carla Perugini-Erickson, Chairman of the Sidewalk Task Force questioning why the PZC did not request sidewalks for the Dollar General Project at 14 Union City Rd.

**New Business:** None

**Public Hearing:** None

**Land Use Inspector's Report:**

-Jane Valetkevitch, 33 Coachlight Circle-Application for a 4-Lot Re-Subdivision – Mylar – The Commission was advised that Ed Hankey, on behalf of Jane Valetkevitch, came to the Land Use Office to retrieve the Mylar for 33 Coachlight Circle. E. Hankey was advised by the Land Use Clerk, Rosalyn Moffo, that per the Zoning regulations, the monuments and pins would need to be placed; once this was done, a letter from HE Cole & Son would need to be received stating this. E. Hankey asked to call HE Cole & Son. R. Moffo called HE Cole & Son and spoke with Steve Giudice L.S. who had advised that HE Cole & Son would be placing the monuments and pins within the next (3) days and a letter would be sent to the Land Use Office stating this; at such time the Mylar would be released.

-Prospect Gun Club, 221 Cheshire Road – Pictures were received from Jerry Williams, President of the Prospect Gun Club showing the acoustical insulation that was installed to the gun range stalls at 221 Cheshire Road over the past weekend. J.

Crumb commented that the Prospect Gun Club had complied with the requests of the Commission by installing this acoustical insulation.

-75 Plank Road – The Commission was informed that the Land Use Office had received a recent complaint and two priors (12/2016 and March 2017; both were addressed by the former Land Use Inspector, Tammy DeLoia) regarding chickens and a rooster at 75 Plank Road. G. Ploski commented that this is a pre-existing use as others have been, including a farm on Spring Road, that have come before the Commission. The use is pre-existing, non-conforming, on 1.75 acres; two of the adjacent neighbors and the owner herself, had written letters supporting the pre-existing use that the owner of this property had continuously had small farm animals for more than 50+ years. A. Havican suggested to re-home the rooster and the consensus of the Commission was that the use was pre-existing, non-conforming and “grandfathered” in. Chairman Graveline asked to receive a “count” on how many chickens the home owner has.

**Motion** made by G. Ploski, seconded by A. Havican to place the Land Use Office Report on file. **Unanimous.**

**Public Participation:** None

**Adjournment:** **Motion** made by A. Havican, seconded by G. Ploski to adjourn the meeting. **Unanimous.** The meeting adjourned @ 7:45 p.m.

*E. Gil Graveline*

E. Gil Graveline  
Chairman