



TOWN OF SCOTLAND PLANNING & ZONING COMMISSION

Notice of Meeting

Wednesday, October 19, 2022 – 7:00 p.m.
Scotland Fire Department, 47 Brook Road, Scotland

Regular Meeting Minutes

1. Call to Order T. Delaney called the meeting to order at 7:00 p.m.

2. Roll Call/Seating of Alternates

Members Present: T. Delaney, J. Jakubowski, P. Martin, R. Brautigam, R. Manning

Alternates Seated: H. Bowers was seated for B. Syme

Others Present: I. Kisluk, J. Makara

M. Garrison arrived at 7:02 p.m.

3. Additions/Changes to Agenda: None

4. Approval of Minutes

A. Regular Meeting of September 21, 2022

R. Manning noted an incomplete sentence under section 8, Sub-Committee Reports in the third paragraph. The language was changed to read "R. Manning stated he could have the accessory dwelling unit information added to the affordable housing report."

R. Brautigam made a motion to approve the minutes with the above correction. J. Jakubowski seconded. Motion passed unanimously.

5. Audience of Citizens: None

6. New Business

A. PZ#22-5-SP HJM Enterprises LLC, to convert existing church to office and storage for heating company at 2 Palmer Road.

I. Kisluk introduced the application to the commission and stated the applicant, J. Makara, had attended the last meeting to informally discuss his plans with the Commission. J. Makara stated his name for the record and said he was willing to answer any questions the Commission had regarding the application.

J. Jakubowski asked if J. Makara intended to use the space for overnight storage of vehicles or for chemical storage? J. Makara stated that no chemicals would be stored on the property. J. Jakubowski suggested the applicant alter his letter of

intent in his application to include that information.

H. Bowers asked what the business does? J. Makara stated it is a commercial heating business which allows companies to use waste oil to contribute to their heating to cut operation costs.

P. Martin brought up that the town currently plows the parking area and the farmers market takes place there as well. J. Makara said that he intended to take over plowing of the parking area and stated that the Farmers Market could talk to him.

H. Bowers asked what J. Makara intended to do for signage for the property? J. Makara stated he would like to repurpose the existing sign if it is left in place by the church. The Commission had a discussion about what signage is allowed within the Zoning regulations and about whether or not a commercial van for the business could park in the location overnight.

R. Manning made a motion to accept the application and to hold a public hearing November 16 at 7:05 p.m. in the community room of the firehouse. R. Brautigam seconded. Motion passed unanimously.

7. Old Business

A. Zoning Fees

T. Delaney stated that the town was notified of a fine being deducted from the grant for the Town Hall due to past noncompliance with state zoning fees. T. Delaney informed the Commission that a \$60 fee is to be collected for the state on every application before the PZC and that this would need to be added to the fee schedule. I. Kisluk added that the fee is for all wetlands, planning, and zoning permits and that the fee needs to be sent to the state at the end of every quarter. She stated Scotland had fallen into noncompliance likely due to turnover and misunderstanding, and that the town was working with the state to regain compliance and hopefully reduce the fine.

8. Sub-Committee Reports

A. Affordable Housing

R. Manning stated that the affordable housing report was discussed at a recent BOS meeting. He stated that Gary Greenberg, First Selectman, had questioned the median income listed in the report and how it was determined. R. Manning stated that the accessory dwelling information had not yet been added to the plan but that it would be added soon. He added that John Kozowski would like to present the report to the Commission at a meeting.

9. Audience of Citizens: None

10. Administrative Reports

A. Enforcement report

I. Kisluk stated she was discussing the Indian Hollow Road/Decker Hill Road property with the Town Attorney and coordinating with the Town of Windham which used a blight ordinance and a lien on the property. She stated information

was still being collected on the two Kemp Road properties with pending enforcement.

I. Kisluk stated she had sent a letter to Doug Stearns regarding outdoor events at Hillyland Farms and clarified when notice was required for events per the Special Use Permit. She stated that no outdoor events are scheduled for the remainder of the year.

11. Communication and Bills

A. Notice of public hearing in Canterbury for amendments to the zoning regulations.

The Commission reviewed the proposed changes to the Canterbury regulations.

12. Commission Open Discussion

The Commission discussed the correct procedure for voting if full members arrive after alternates are seated in their place.

13. Executive Session

The Commission entered Executive Session at 7:26 p.m. to discuss pending legal matter. The Executive Session ended at 7:31 p.m.

14. Adjournment

J. Jakubowski made a motion to adjourn at 7:32. R. Brautigam seconded. Motion passed unanimously.

Respectfully submitted,

Isabelle Kisluk
ZEO