



TOWN OF SCOTLAND

PLANNING & ZONING COMMISSION

Wednesday, January 18, 2023 – 7:00 p.m.
Scotland Fire Department, 47 Brook Road, Scotland
Meeting Minutes

1. Call to Order T. Delaney called the meeting to order at 7:01 p.m.

2. Roll Call/Seating of Alternates

Members Present: T. Delaney, J. Jakubowski, P. Martin, R. Brautigam,
R. Manning, M. Garrison
Others Present: I. Kisluk

G. Nelson arrived at 7:21 and was seated for B. Symes

3. Additions/Changes to Agenda

P. Martin made a motion to add Land Use Fees under Old Business. R. Manning seconded. Motion passed unanimously.

4. Approval of Minutes

A. Regular Meeting of November 16, 2022

R. Brautigam made a motion to approve the minutes. P. Martin seconded.
Motion passed unanimously.

5. Audience of Citizens: None

6. Public Hearing: None

7. New Business: None

8. Old Business

A. Bowers Subdivision CAVEAT Map 29, Block 26, Lot 11

T. Delaney explained that he and I. Kisluk had been in contact with H. Bowers after the CAVEAT was discussed during the last Commission meeting in November. He explained that H. Bowers' attorney quoted some legislative language which M. Branse, the town attorney, confirmed straightened out the issue with the acceptance filed by Joshua's Trust. M. Branse explained that the matter could be handled administratively by the Chair and ZEO and provided language to be filed on the Land Record releasing the CAVEAT. T. Delaney stated that he and I. Kisluk reviewed the maps and T. Delaney signed the removal of the original CAVEAT.

B. Land Use Fees

T. Delaney provided the Commission with the updated land use fees with the agreed upon changes in the fee per lineal foot of road frontage. J. Jaubowski asked what the next step for the new fee schedule is. T. Delaney stated that he would email the updated fee schedule to the Board of Selectman to accept, and the fee schedule will be voted on at a town meeting.

9. Sub-Committee Reports

A. Affordable Housing

R. Manning provided the Commission with the final draft of the affordable housing with edits which were suggested by the PZC and BOS. He stated that he would like to have J. Guskowski attend a PZC to discuss the draft and answer questions from the Commission. R. Manning asked the Commission members to look the final draft over to discuss at the next PZC meeting.

T. Delaney mentioned that R Manning would also like to place the draft of the affordable housing plan on the Town's website for the public to view and would like to invite public comment at the PZC meeting in which the final draft is discussed.

10. Audience of Citizens: None

11. Administrative Reports

A. Enforcement report

I. Kisluk stated she had sent out a cease and desist to 160 and 489 Kemp Road which stated they had 30 days from the date of receipt to bring their property into compliance or to appeal her decision to the Zoning Board of Appeals.

T. Delaney updated the Commission on 88 Cemetery Road and stated that he had received information that Ms. Trainor had secured an indoor facility in another town and asked people in her group to meet there. He stated that in terms of the Commission's concerns about the use of the property this is a good sign, and in terms of the encroachment on neighboring properties the dispute is still being handled between the two neighbors.

T. Delaney asked for updated on the Decker Hill property which I. Kisluk began enforcement on. I. Kisluk stated she did not have an update at this time.

B. Training for land use commissioners

I. Kisluk stated that she wasn't sure how detailed discussions of the Land Use Commissioner training requirements had been with M. Gil, the previous ZEO before she took over. I. Kisluk explained that Commissioners on the PZC will need four hours of training by the end of the year, including at least one hour of training on Affordable Housing, to be repeated every other year thereafter. She stated that there are a few options to make training available to Commissioners and she is currently in discussion with the First Selectman and Treasurer to determine the best course of action. Scotland may coordinate with neighboring towns to make sessions available to Commission members later this year. She further stated that UConn's CLEAR will be holding three sessions on Zoom in February which will meet the requirements for those who are able to attend. She stated she would send the meeting information to Commission members via email.

T. Delaney asked if the training will need to be documented with certificates? I. Kisluk stated that documentation will need to be sent to the state in 2024 to certify that all current members of land use Commissions have completed their required training.

12. Communication and Bills: None

13. Commission Open Discussion

J. Jakubowski stated that before M. Gil left the ZEO position she had mentioned inconsistencies in the regulations that was making note of. He suggested that the Commission consider a revision of the new regulations to be discussed in the next few meetings.

14. Executive Session

P. Martin made a motion to enter Executive Session at 7:22 p.m. to discuss pending legal action. R. Brautigam seconded. Motion passed unanimously. The Executive Session ended at 7:34 p.m.

15. Adjournment

R. Manning made a motion to adjourn at 7:34 p.m. P. Martin seconded. Motion passed unanimously.

Respectfully submitted,

Isabelle Kisluk
ZEO