

TOWN OF VERNON  
Planning & Zoning Commission (PZC)  
Thursday, March 4, 2021 7:30 PM

Via Zoom Meeting

Draft Minutes

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VERNON TOWN CLERK  
21 MAR - 8 AM 8:34

1. **Call to Order & Roll Call by Roland Klee, Chairman @ 7:30PM**
  - Regular members present: Roland Klee, Robin Lockwood, Mike Mitchell, Joseph Miller, Iris Mullan, Susan Reudgen and Jesse Schoolnik
  - Alternate Member: Carl Bard
  - Absent Members: -
  - Staff present: George McGregor, Town Planner
  - Recording secretary: Jill Rocco
  
2. **Administrative Actions/Requests**
  - 2.1 Amendment/Adoption of Agenda - Additional business to be considered under agenda item #7 "Other Business" requires Commission vote  
  
Robin Lockwood moved to **ADOPT** the agenda as submitted. Joseph Miller seconded and the motion carried unanimously.
  
  - 2.3 Approval of the Minutes from the **February 18, 2021**.  
  
Susan Reudgen moved to **APPROVE** the minutes from February 18, 2021. Mike Mitchell seconded and the motion carried unanimously.
  
3. **New Application(s) for receipt, if any:**

NONE
  
4. **Public Hearing(s) and Action on Applications:**
  - 4.1 Application [**PZ-2021-04**] Ernesto Aulet, requests a special permit pursuant to Section 4.10.4.4, to allow an Automotive Repair Shop at 77 Industrial Park Rd., Assessor's ID: Map 28, Block 133, Parcel 5H). This property is zoned Industrial.
    - Chairman Roland Klee, read the following teleconference rules into the record:
      1. Any member of the public who wishes to provide public comment may participate remotely via computer with a microphone and ZOOM link or via telephone call-in number
      2. We ask that all participants "MUTE" their phones and that the meeting organizer may mute participants if excessive noise or feedback interrupts the meeting.
      3. Speakers are encouraged to use the ZOOM Chat function to alert the host that they would like to speak.

4. At the appropriate time, the Chairman will call for public comment. Speakers should unmute their phones by pressing \*6 and then clearly identify their name and address.

5. Speakers should direct their comments through the Chairman

6. Please be patient.

- Town Planner George McGregor read the legal notice into the record.
- Legal notice was published in the Journal Inquirer on February 20, 2021 and February 27, 2021.
- Proper notice has been provided to the COG, adjoining towns and the Town Clerk.
- Town Planner George McGregor explained the details of the application and presented a map of the specifics.
- Staff report was provided with two specific conditions.
- Mark Peterson, Engineer with Gardner & Peterson Associates, LLC of 178 Hartford Tpke., Tolland, CT, spoke representing the applicant in regards to the application.
- Discussion ensued.
- Roland Klee, Chairman, opened the Public Hearing at 7:42 PM.
- No one spoke in favor of or opposed.
- Ann Letendre, 29 Gottier Dr., spoke with comments.
- Discussion ensued.
- Mark Peterson of Gardner & Peterson Associates LLC, responded.

Robin Lockwood moved to close the Public Hearing at 7:51 PM. Joseph Miller seconded and the motion carried unanimously.

Susan Reudgen made a motion that the Planning and Zoning Commission Approve **PZ-2021-04**, a special permit automotive repair shop based upon a finding that the special permit meets the relevant general special permit criteria of 17.3.1, subject to the following conditions:

1. All towing and repair functions shall take place inside the +-8,000 sf area defined as Suite 1 of 77 Industrial Park Drive, as shown on the Site plan dated 2-24-21, prepared by Gardner & Peterson. The project shall be developed in substantial conformance with the referenced Site Plan, including all notes.
2. No outdoor activity is permitted. No towed vehicles, stored vehicles, or vehicles under repair are permitted outside of the facility. There shall be no outdoor storage area.
3. Per site plan installation of a catch basin hood in the last catch basin prior to the outlet at the nearby stream.
4. Per site plan a spill kit be provided within the building should a discharge of vehicle fluids occur.

Robin Lockwood seconded and the motion carried unanimously.

5. **8-24 Referrals, If any**

**NONE**

6. **Plan of Conservation and Development Update**

- Town Planner, George McGregor gave a brief update that he is working with the firm SLR on draft strategies and making changes per commission in regards to goals and objectives.
- April 1, 2021 meeting, they will share a draft on future land use map and categories.

7. **Other Business/Discussion**

7.1 Draft PZC Meeting Procedures Summary, dated February 25, 2021.

- The commission discussed the "Guide to Planning and Zoning Commission Meetings" that was supplied with the agenda and on the Town website.

Other discussion:

- Outdoor dining zoning ordinance Executive Order was discussed.
- Executive session was discussed – how it should happen during a Zoom meeting
- Building permits

8. **Adjournment**

Susan Reudgen moved to **ADJOURN** at 8:20 PM. Mike Mitchell seconded and the motion carried unanimously.

Jill Rocco  
Recording Secretary

