

**Planning & Zoning Commission
Monroe, Connecticut
Thursday ~ December 20, 2012 ~ 7:00 PM
Council Chambers**

**Planning & Zoning Commission Workshop
MINUTES**

Present: Chairman Patrick O’Hara
Vice Chairman William Porter
Secretary Karen Martin
Commissioner Brian Quinn
Commissioner Jim Weinberg
Commissioner Jane Flader (alternate)
Commissioner Cathleen Lindstrom (alternate)
Commissioner Sean O’Rourke (alternate)

Also Present: Planning and Zoning Consultant Dave Killeen
Town Engineer/Land Use Group Director Scott Schatzlein
Zoning Enforcement Officer Joseph Chapman
Frank Fish, Principal, BFJ Planning
Melissa Kaplan-Macey, Project Manager, BFJ Planning
Todd Okolichany, Project Manager, BFJ Planning

PLANNING & ZONING COMMISSION WORKSHOP

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Chairman O’Hara called the meeting to order at 7:05 p.m. and invited those in attendance to join in the Pledge of Allegiance. Following the Pledge of Allegiance, Chairman O’Hara requested a moment of silence for the victims of the Sandy Hook shootings.

Chairman O’Hara introduced the Commissioners that were in attendance this evening. He also introduced Frank Fish, Melissa Kaplan-Macey, and Mike King from BFJ Planning.

2. MOTION TO APPROVE MUNICIPAL REFERRAL 8-24 FOR CHALK HILL BUILDING TO BE RECOMMISSIONED TO BE A SCHOOL

Chairman O’Hara opened the meeting by calling for a positive motion to approve Municipal Referral 8-24, responding to a request from the First Selectman, Stephen Vavrek, to reinstate the Chalk Hill Building, 375 Fan Hill Road, for use as a school.

MOTION: (W. Porter)
SECOND: (B. Quinn, J. Weinberg)
Discussion: Chairman O'Hara read a letter into the record from First Selectman Stephen J. Vavrek dated December 17, 2012, detailed as follows:

Dear Chairman O'Hara:

In compliance with Connecticut General Statutes Section 8-24, this serves as a formal request to the Planning and Zoning Commission for a municipal referral with regards to the following:

Whereas the Chalk Hill School (375 Fan Hill Road) has previously been turned over to the Town for municipal use other than a public school;

The Town and Board of Education hereby requests that the building and complex be reinstated for use as a municipal school by the Town of Monroe and/or the Monroe Board of Education, and/or the Town of Newtown Board of Education.

Thank you for your anticipation consideration and/or comments.

Sincerely,

Stephen J. Vavrek
First Selectman

**Motion Passes 5-0 (Ayes: O'Hara, Martin, Porter, Quinn, Weinberg
Polling of Alternates for the Record: (Ayes: Lindstrom, Flader, O'Rourke)**

Mr. Schatzlein commented that in its response to the First Selectman, the Commission is sending this positive referral based on the determination that the proposed change of use back to a school complies with zoning requirements, is in harmony with the Plan of Conservation and Development, and fits in with the existing school campus use of the property.

Chairman O'Hara thanked the Commission for their expressions of sympathy upon the loss of his father. He indicated that his father had passed away just the evening before; however, he felt it was important to show up this meeting concerning the reassignment of the Sandy Hook students to Chalk Hill in honor of his father, who was a teacher in Newtown for 27 years.

Chairman O'Hara wished all in attendance a Merry Christmas, and then excused himself from the meeting. Vice Chairman Porter took over for the remainder of the meeting.

3. COMMISSIONER WORKSHOP

- Frank Fish, BFJ Planning

Frank Fish discussed the zoning regulations updates and contract amendment, which adds an additional month to the deadline date (which is now March).

He discussed the revised timetable to reflect the March completion date, and the target date for the next workshop at Masuk, January 24th. He indicated that BFJ was working on a PowerPoint presentation in preparation for the January 24th workshop.

4. ADJOURNMENT

MOTION TO ADJOURN

MOTION: (J. Weinberg)

To adjourn the meeting at 11:00 pm

SECOND: (B. Quinn)

Discussion: None

Motion passes 5-0 (Ayes: Porter, Martin, Quinn, Weinberg, Flader)

Respectfully Submitted,

Lori Russell
Land Use Secretary