

Agenda
Planning & Zoning Commission
Monday, December 12, 2016 at 7:00 p.m.
Council Chambers – 6th Floor, 21 Tolland Green, Tolland, Connecticut

- 1. Call to Order**
- 2. Seating of Alternates**
- 3. Public Comment** - Any person wishing to ask a question, make a comment or put forward a suggestion.
- 4. New Business**
 - 4.1. Interpretation of “Personal Service Business”
 - 4.2. Appointment of Capitol Region Council of Governments liaison
- 5. Old Business**
 - 5.1. P&Z App. #16-5, 131 Mountain Spring Road – Review of Annual Map Submission for Burgundy Hill Quarry. Application: Vincent DeFillipo. *Continued from November 28 meeting*
 - 5.2. Tolland Village Area Regulation Updates
 - 5.3. Other Zoning Regulation Updates
- 6. Reports**
 - 6.1. Town Council Liaison
 - 6.2. Capitol Region Council of Governments
 - 6.3. Zoning Enforcement Report
 - 6.4. Planning Update
- 7. Communications and Petitions from Commission Members**
 - 7.1. Commission Goals for 2017
- 8. Correspondence**
- 9. Public Participation**
- 10. Approval of Minutes** – Approve meeting minutes of November 28, 2016 Regular Meeting.
- 11. Adjournment**

All public business will be conducted by 11:00 p.m. unless waived by a vote of the Commission.
Any party needing an accommodation please contact the Development Group at 860-871-3669.
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TOWN of TOLLAND/ 21 Tolland Green, Tolland, Connecticut 06084

MEMO

TO: Planning & Zoning Commission
FROM: Heidi Samokar, AICP, Director of Planning & Development
DATE: December 7, 2016
RE: Interpretation of "Personal Service Business"

I was approached by someone who is interested in opening a **dog training business** in vacant space in the Gateway Design District (GDD) on Merrow Road. The GDD allows, by Special Permit, "personal service businesses" (see 10-5.E on page 83). The regulations do not define this term.

I looked at the definitions for personal service businesses in other communities and based on findings believe that the proposed use would fit this definition. Here are examples of definitions for Personal Service Business:

- Ashford: Establishments which provide consumer services such as banks and credit unions; barber and beauty shops; pet grooming; laundromats and dry cleaners; copy centers; photographic studios; trade/vocational schools; and mortuaries.
- Canton: A service business whose principal use is the provision of services of a personal nature relating to the repair, adjustment, alteration, cleaning or servicing of items owned by or being provided to an individual customer including: barbershops; beauty salons; nail salons; day spas not including massage therapy; dry cleaning establishments; clothing rental; photographic studios; garment repair; tailoring; shoe repair; or other business primarily engaged in the provision of services of a personal and / or domestic nature rather than the sale of products.
- Enfield: Businesses that provide services of a personal nature to individuals or their personal property rather than to businesses. Personal service businesses include, but are not limited to barber shops, beauty shops, tailors and dry cleaners, custom dressmakers, jewelry repair, and shoe repair.
- Cheshire: Businesses providing nonmedical related services, including beauty and barber shops, clothing rental, dry cleaning stores, self-service laundries, psychic readers, shoe repair shops, tanning salons, health and exercise facilities, pet grooming establishments, and similar uses.

Two key points seem to be that a personal service business provides a service, not products and that the service is for people and not for other businesses. Dog training would fit both of these. It is my opinion that a dog training business would be allowed by Special Permit in the GDD. I am seeking the Commission's opinion so I can appropriately advise the potential applicant.

FOR AGENDA ITEM 7.1: Discussion of Goals -

November 23, 2015 Meeting

4. **Approval of Minutes** – Approve meeting minutes of November 9, 2015. Andy Powell/Barb Dimauro motion to approve the meeting minutes of November 9, 2015. Motion was unanimously approved, with the exception of Mr. Mayer, who abstained.

5. **Other Agenda Items**

- 5.1 Discussion of Goals for 2016 (review Chapter 8, implementation of Plan of Conservation and Development). Ms. Errickson asked Commissioners if they had any personal goals they wanted to address this year.

Mr. Powell said he would like to continue to have more coordination with the Economic Development Commission so they can better understand and prepare for things coming down the road. He said they need to keep listening to town residents and business owners so that they can do consistent, thoughtful review in zoning matters. Ms. Errickson noted they are getting the EDC minutes, which is a good thing. Mr. Powell said he will be attending the EDC meeting to get the nuance of what is discussed.

Mr. Mayer said he continues to have a strong interest in creating walkability in town and working toward such goals. He wants to stay on top of the upcoming development in the Tolland Village Area to make sure walkability happens there. He would also like to see them incorporate walkability into the development at the old Parker School. Ms. Errickson noted there was a good article in the newspaper recently about what both millennials and baby boomers are looking for—and that is denser development with a walkable town center.

Ms. Dimauro said she would like to develop a better relationship with the business community in town. She would like to develop an ombudsman type of role with the community where she can bring back concerns from the businesses. She also comes from a marketing background and would like to create a database with basic information on local businesses. Ms. Samokar said she could see how Ms. Dimauro might fill a role correcting some of the misconceptions the business community has about Zoning Regulations. Ms. Dimauro could share what she hears from the community.

Ms. Murray said while Ms. Dimauro would not need to have all the Regulations memorized, having a primer about how the PZC works could help her in her approach with the business community. She also said she is particularly interested in regulations that reflect technology advancements. She said this would be a good opportunity for them to get up to date on these matters. She also noted that Tolland does not exist in a bubble and she would like to learn how to relate more with their regional partners, to learn what attracts and detracts business.

Ms. Samokar said as this is her first year in the job, she wants to build on updating the regulations in two stages—first, on formatting and working on accessory uses in the short term and then on making additional amendments

perhaps over the summer. She would also like to work toward getting a fully staffed land use office, getting their GIS up to speed, and working on denoting pathways and trails in their mapping. She also said they may need to update a piece of their Plan of Conservation and Development to expand their Sewer Service Area. She would also like to work on updating their gas station regulations to better reflect how gas stations operate today.

Mr. Mayer asked about sewers in the POCD. He said there appears to be a big emphasis on limiting sewer expansion and he asked why they would want to do this. Ms. Samokar provided some history of the 25- to 30-year-old consent order the town is under, which prohibits sewer expansion. She said the state split the town out into two areas--the Route 195 area where they are allowing expansion, and the Business Park area, where it is still prohibited. She explained that the town is actively working on closing out the consent order, and this is the reason why they need to work on refining the Sewer Service Area.

Mr. Mayer said the POCD also talks about amending the Neighborhood Commercial Zone regulations, saying the Route 74/30 area is high priority. He asked if this was ever addressed. Ms. Errickson noted that it was. The concern was to keep the NCZ like it is now with a mix of residential and small businesses. There was some concern that they did not want the area over-populated by car dealerships. She said she feels they addressed the area to keep it having a neighborhood feel.

5.2 2015 Housing Data Profile from Partnership for Strong Communities – handout for information purposes.

The Commission reviewed the handout, agreeing that there is some excellent community data. Mr. Powell said the Route 195 high density development fits well with the housing needs shown in the data. Ms. Errickson said she feels their focus for housing should be not so much on the needs of UConn students but on graduate students and recently graduated students new to the workforce. It was noted that Tolland is over-invested in four bedroom, large lot homes.

Ms. Murray noted that in attracting this higher-density new housing stock, they also need to understand the different needs of the people who will be living there. She said they need to be ready to adapt to this new population's needs.

5.3 Reschedule Commission Training with Attorney to January – Ms. Samokar noted that the originally scheduled training in December with the attorney from Shipman & Goodwin had to be postponed. He expects to reschedule to the second meeting in January but has nothing firm yet.

5.4 December 8 Council Meeting – Parker School Elderly Housing Presentation – Ms. Samokar reported that the Town Manager encourages PZC members to attend