

*DRAFT*  
MINUTES

**PLANNING & ZONING COMMISSION REGULATORY REVIEW COMMITTEE**

Thursday, December 12, 2013 ▪ Special Meeting  
Conference Room C, Audrey P. Beck Municipal Building

Members present: V. Ward, K. Holt, P. Plante

Others present: L. Painter, Director of Planning and Development; N. Nielsen, Animal Control Officer

**Call to Order**

Ward called the meeting to order at 2:04 p.m.

**Approval of Minutes**

11-21-13: Holt MOVED, Plante seconded approval of the minutes as written. The motion was approved unanimously.

**Proposed Regulation Revisions: Discussion and preparation of draft regulations regarding kennels and other uses related to domestic animals such as veterinary hospitals, animal day care, etc.**

Painter introduced Noranne Nielsen, the Town's Animal Control Officer, and reviewed the Tolland and Killingly regulations that were distributed as part of the meeting packet. Members discussed the various requirements established in Tolland and Killingly, and identified the following provisions that should be included in draft regulations:

- Define kennel as more than five dogs over 6 months of age and/or more than two litters of puppies over the course of a year
- Consider whether regulations should distinguish between those dogs that have been neutered/spayed and those that haven't
- Require special permit approval for kennels in the RAR-90 zone; identify other non-residential zones where kennels could also be considered
- Establish minimum criteria based on Tolland's regulations, including minimum acreage (5 acres), setbacks (look at existing setbacks for agricultural uses), and building requirements (noise attenuation, etc.)
- Address multiple units on one property
- Amend other regulations as needed (breeding, home occupation)
- Add regulations specific to commercial kennels, veterinary hospitals and doggie daycare

Painter will work on drafting regulations for Committee review in January. After the Committee has reviewed the regulations and made changes, they will be added to a PZC meeting agenda for discussion by the whole Commission.

**Next Meeting/Future Agenda Items**

Painter will distribute copies of the Killingly and Tolland regulations to both Committee members and the Town's Animal Control Officer before the next meeting. The Animal Control Officer will be asked to attend the next meeting. Members requested that the meeting be scheduled within the next few weeks to avoid conflict with the upcoming holidays.

The next meeting agenda should also include election of a Chair and Secretary for the committee.

**Adjournment**

The meeting was adjourned at approximately 3:22 p.m.

Respectfully submitted,  
Linda M. Painter, AICP