

PLANNING AND ZONING COMMISSION

TOWN OF DEEP RIVER, CONNECTICUT

Town Hall

174 Main Street

Deep River, Connecticut 06417

1. A **regular meeting** of the *Deep River Planning and Zoning Commission* held on Thursday, October 18, 2012 at the Deep River Town Hall was called to order at 7:30 p.m. Members present: Janet Edgerton, Jane Samuels, Tom Walsh, Ben Whelan, Alternate John Attridge, Alternate Sara Denegre, Alternate Bruce Edgerton. Absent: Leigh Balducci, David Basilone, Jonathan Kastner. Also present: Nancy Howard (Recording Secretary), Cathie Jefferson (Zoning Enforcement Officer). Tom Walsh was Acting Chairman. The Acting Chairman seated Alternate John Attridge, Sara Denegre, and Bruce Edgerton for absent members.
 2. Approval of Minutes: A motion was made by Jane Samuels and seconded by Sara Denegre to approve the minutes of the regular meeting and public hearing of September 20, 2012 as printed. Voted Unanimously.
 3. Payment of Bills: The following bills were received: Howard and McMillan regarding Prisley Appeal & Bartlett ZBA, \$2,310.00; Nancy Howard, clerical services, 7 hours. A motion was made by Jane Samuels and seconded by Sara Denegre to approve payment of the bills as presented. Voted Unanimously.
 4. Correspondence: The following correspondence was received: (a) copy of letter dated October 2, 2012 from Richard J. Chapman, Jr., Services Service Section, Bureau of Highway Operations of Department of Transportation to Nathan L. Jacobson & Associates, Inc. regarding approval of Proposed Sidewalks Phase 5, Main Street (Route 154).
 5. Karen Dexter, 29 Elm Street, Application #83: An application for Special Permit was received from Karen Dexter for an accessory apartment in the garage/outbuilding at 29 Elm Street (Map 57, Lot 37). A motion was made by Janet Edgerton and seconded by Jane Samuels to accept Application #83 and to schedule a public hearing on Thursday, November 15, 2012 at 7:15 p.m. Voted Unanimously.
 6. Audience : None
 7. Reports: (a) ZEO: ZEO Jefferson reported on the following matters:
 - (i) George Bartlett, 444 Main Street: An appeal was not filed by the applicant on the last matter before the ZBA. Mr. Bartlett will be proposing an application for sale of construction and farm equipment. The rear unit of the building has been leased to a precision machinist.
 - (ii) Two people were referred to the Design Advisory Board (DAB) for signs, The Shoe Box and Andrea Chiappa.
 - (iii) Discussions have been held with the owner of the Whistle Stop property. The owner will be proposing to tear down the existing building and rebuild a one story structure.
 - (iv) Work has continued with Amy Petrone on the Regulations. A draft should be available for the next meeting in order to schedule a hearing for adoption of the Regulations as a whole. The Regulations Committee will meet to review the changes.
 - (v) Design Advisory Board: The draft letter to the Board of Selectmen regarding the DAB was reviewed. Discussion took place regarding applications going before the DAB. The intention was not to have all applications go before the DAB. Jim Brown from Brewers Deep River Marina attended a meeting of the DAB. Brewers may be coming before the P&Z to amend the application for change of the sign. For applications in the Village Districts, contact with the DAB is initiated by the ZEO. For activities outside of the Village Districts, contact with the DAB is to be initiated by the applicant. A motion was made by Janet Edgerton and seconded by Jane Samuels to send the letter as discussed and revised to the Board of Selectmen with a copy to the Chairman of the DAB. Voted Unanimously.
 - (b) Planning/Regulations: The Committee will be meeting to review the Regulations. Sara Denegre will join the Regulations Committee.
8. A motion was made by Janet Edgerton and seconded by Jane Samuels to adjourn the meeting at 8:33 p.m. Voted Unanimously.

Respectfully submitted,
Nancy J. Howard
Recording Secretary