

**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 17, 2013 at the Deep River Town Hall was called to order at 7:30 p.m. by Chairman Kastner. Members present: David Basilone, Janet Edgerton, Jonathan Kastner, Jane Samuels, Tom Walsh, Ben Whalen, and Alternates William Burdick, Sara Denegre, and Bruce Edgerton. Absent: Leigh Balducci. Also present: Nancy Howard (Recording Secretary), Mark Bovolack, Joseph Shea, Dennis Tackett. The Chairman seated Bruce Edgerton for the absent member.

For the audience present, Chairman Kastner noted that no conversation may take place regarding the application for 246 Main Street. The matter is listed on the agenda as the application is pending with the public hearing scheduled for November 21, 2013.

2. Approval of Minutes: A motion was made by Jane Samuels and seconded by Bruce Edgerton to approve the minutes of the regular meeting of September 19, 2013 as printed. Voted Unanimously.

3. Payment of Bills: The following bills were received: Howard and McMillan, legal services regarding Bartlett ZBA \$77.50 and Priskey \$1,731.50. A motion was made by Jane Samuels and seconded by Bruce Edgerton to approve payment of the bills as submitted. Voted Unanimously.

4. Correspondence: The following correspondence was received: (a) Connecticut Federation of Planning and Zoning Agencies Quarterly Newsletter which will be sent to Commission members.

5. Great American Donut, Inc., 246 Main Street: A public hearing on the Application for Special Permit by Great American Donut, Inc. is scheduled for November 21, 2013 at 6:30 p.m. at the Deep River Town Hall.

6. 104 Main Street (Map 56, Lot 27): An Application for Type 1 Site Plan was received from A.J. Shea Construction, LLC for the purpose of building a stairway to the second floor apartment on the north side of the building and two 5'10"x4'10" windows on the east side first floor on property of MSB Holding, LLC at 104 Main Street. The first floor is currently an apartment which will move to the second floor. A future phase of the project is construction of a building where the existing garage is located. Dennis Tackett, on behalf of the applicant, reviewed the application. The existing stairs to the second floor are inside the building. The first floor will be retail space. The proposed outside stairs will access the second floor apartment. The one apartment will be on the second and third floors. A Commission member noted that weather protection over the outside staircase made be needed to meet building code. The property is located in the Village Mixed Use District. The Commission will ask the ZEO to review the proposed plan. The application is required to be reviewed by the Design Advisory Board.

7. Reports: ZEO: A memo was received dated 9/25/13 from the ZEO to Applicant, Commission members, Commission Engineer, and Design Advisory Board regarding the application for Dunkin Donuts at 246 Main Street.

The procedures of public hearings were discussed.

Planning: Bruce Edgerton noted that the River COG has changed the format for review of the Regional Plan of Development. Representatives of the Town Commissions in each of the 17 towns in the district will be asked to meet together with the COG rather than having a representative come to the P&Z for discussion. The meetings will start in January, with two towns a month. There is still an opening for a representative from the P&Z on the River COG Board.

8. A motion was made by Jane Samuels and seconded by Janet Edgerton to adjourn at 8:22 p.m. Voted unanimously.

Respectfully submitted,

Nancy J. Howard

Recording Secretary