

**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, February 16, 2017 at the Deep River Town Hall was called to order at 7:00 p.m. by Chairman Bruce Edgerton. Members present: Leigh Balducci, David Basilone, Bruce Edgerton, Janet Edgerton, Ben Whalen, and Alternates Anthony Bolduc, Bill Burdick, and Jonathan Kastner. Absent: Sara Denegre, Jane Samuels. Also present: Cathie Jefferson (Zoning Enforcement Officer), Nancy Howard (Recording Secretary). Chairman Edgerton seated Alternates Bolduc and Burdick for absent members.
2. Approval of Minutes: The agenda was amended to eliminate approval of public hearing minutes because a public hearing was not held in January. A motion was made by Bill Burdick and seconded by Janet Edgerton to approve the minutes of the regular meeting of January 19, 2017 as printed. Voted Unanimously.
3. Payment of Bills: No bills were received.
4. Correspondence: Janet Edgerton noted receipt of the following correspondence: (a) letter dated 2/1/17 from ZEO Jefferson to Jaime Polk at 8 Burroughs Lane regarding complaints regarding outdoor lighting that is visible from other properties in the neighborhood; (b) letter dated 1/13/17 from Shipman & Goodwin to Deep River Town Clerk regarding proposal by 46 Deep Hollow, LLC to amend Zoning Regulations in the Town of Chester; (c) letter dated 12/22/16 from Shipman & Goodwin to Deep River Town Clerk regarding proposal by Essex Boat Works, LLC to amend Zoning Regulations in the Town of Essex; (d) letter dated 1/23/17 from Shipman & Goodwin to Deep River Town Clerk regarding proposed by Carlson Landing, LLC to amend Zoning Regulations in the Town of Essex; (e) letter dated 1/18/17 from Shipman & Goodwin to Essex Zoning Commission with petition by Carlson Landing, LLC to amend Essex Zoning Regulations.
5. Audience: None present.
6. Reports: ZEO: ZEO Jefferson reported on the following: (a) Complaints were received regarding lighting at 8 Burroughs Lane. The owner has left a message and the matter may be resolved. The ZEO will follow up. (b) 2017/2018 Budget: the Assessor and Planning & Zoning will be submitting a joint capital improvement request for the GIS system on the Town website. The company who prepared the system for the Regional Planning Agency in 2013 can update the system for a cost of \$9,000. The annual cost for hosting and updates will be \$3,000. The cost would be split equally between Planning & Zoning and the Assessor.
7. A motion was made by Leigh Balducci and seconded by Janet Edgerton to adjourn at 7:14 p.m. Voted Unanimously.

Respectfully submitted,
Nancy Howard
Recording Secretary