

**East Hampton Planning and Zoning Commission**  
**Regular Meeting**  
**April 6, 2016**  
**Town Hall Meeting Room**

<b>Unapproved Minutes</b>
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1. **Call to Order and Seating of Alternates:** Chairman Ray Zatorski called the meeting to order at 7:00 p.m.

Present: Chairman Zatorski, Vice-Chairman Kevin Kuhr, Regular Members Roy Gauthier, Rowland Rux, James Sennett, Alternate Members Jason Jozefiak, Michael Kowalczyk, and Planning and Zoning Official Jeremy DeCarli were present.

Absent: Regular Members Gary Hall and Meg Wright were not present.

Alternates Jason Jozefiak and Michael Kowalczyk were seated at this time.

2. **Approval of Minutes:**

**A. March 2, 2016 Regular Meeting:**

*Mr. Kuhr moved, and Mr. Gauthier seconded, to approve the Minutes of the March 2, 2016 meeting as written. The motion carried (6-0-1). (Yes votes: Gauthier, Jozefiak, Kowalczyk, Kuhr, Sennett, Zatorski. No votes: None. Abstentions: Rux).*

3. **Communications, Liaison Reports, and Public Comments:**

**Communications:** Staff reported that the Annual Newsletter from the Salmon River Watershed Partnership is in this evening's packages.

**Liaison Reports:**

Mr. Gauthier reported that the East Hampton High School renovation continues to progress and is gearing up for a busy summer. He explained that the T-Bell Team Learning Center will be quite impressive and an asset for the entire town.

Mr. Kowalczyk reported that the Lower Connecticut River Valley Regional Planning Commission did not meet in deference to the passing of Richard Smith, the Deep River First Selectman.

Mr. Sennett reported that at the last ZBA meeting on March 14<sup>th</sup>. They heard three applications. All three were unanimously granted. The Minutes of this meeting are available online and in the Town Clerk's Office.

Mr. Kuhr reported that he was unable to attend the Conservation-Lake Commission; however, the Minutes of this meeting are available online and in the Town Clerk's Office.

Mr. DeCarli reported that the IWWA meeting was held on March 30<sup>th</sup> and at the meeting one timber harvest was deemed to be as-of-right and a 3-lot residential subdivision was continued to the next regularly scheduled meeting. Also an application for residential improvements in the upland review area was continued. The Minutes of this meeting are available online and in the Town Clerk's Office.

Mr. Rux reported that at the Water Development Task Force meeting they received letters of interest from two companies that were considering taking over East Hampton's public water operations; however there is no interest from either company to further develop the public

water system. The Task Force is considering further efforts to invite interested parties to proceed with in the development of an expansion of the water system. The Minutes of this meeting are available online and in the Town Clerk's Office.

Mr. Rux attended the EDC meeting where they heard the presentation of Airline Cycles. They have also planned a spotlight program for businesses in town to be showcased. The Minutes of this meeting are available online and in the Town Clerk's Office.

**Public Comments:** None.

**4. Set Public Hearing for May 4, 2016:**

**A. Application of Clark Hill Estates LLC, 0000 Clark Hill Road,** for a 3-Lot Subdivision – Map 11/Block 39/Lot 2:

*Mr. Zatorski moved to schedule a public hearing for the application of Clark Hill Estates LLC, 0000 Clark Hill Road, for a 3-Lot Subdivision, Map 11/Block 39/Lot 2, for the next regularly scheduled meeting of May 4, 2016. The motion was seconded by Mr. Kuhr. The motion carried unanimously.*

**5. Read Legal Notice:** None.

**6. Public Hearings for April 6, 2016:** None.

**7. New Business:**

**A. Application of West High Street LLC, 201 West High Street, for a Commercial Site Plan Modification:** Building A/B Change of Use from Contractor Storage to Commercial and Additional Parking – Map 09A/Block 70/Lot 40:

Wayne Rand of West High Street, LLC was present to discuss the application. He explained that he was before the Commission for a commercial site plan modification to allow a modification to a 36,000 square foot building at the rear of the property. It is currently under construction. He presented a master plan for the current property with two additional properties which have been recently acquired. The inclusion of the additional parcels is strictly for the information of the Commission. The modification under review currently is for Phase Nos. 1 and 2 of the existing permitted parcel. The project had originally been planned and approved as contractor storage. The applicant has two tenants currently leasing space at Global Self Storage who would benefit from a more commercial/retail setting with additional parking. Including those tenants he has three prospective tenants (a gym, a karate studio, and a dance studio) that are ready to move to this location.

Mr. Rand provided an artist's rendering of the proposed changes. Building No. A and B will have complete glass walls and doors which will look more like a storefront than garage doors. The plan will include more parking. For the three proposed tenants roughly 40 parking spaces will be required. He described the modifications made for parking. He reported that the Phase No. 3 building was reduced in size from 8,000 square feet to 4400 square feet and he will use the additional space for parking. The application is ultimately for a change of use from contractor storage to commercial use. The septic system is approved for 36 bathrooms which was designed with the Chatham Health District in anticipation for this modification.

Mr. DeCarli reported that there are 59 spaces proposed for Phase Nos. 1 and 2. That amount falls on the upper side of the parking space requirements pursuant to our Regulations. There are three handicapped spaces planned in the design. The site plan

has not changed except to improve circulation around the building where additional parking has been added. Lot coverage remains under the required maximum and the proposal encroaches no further into the upland review area.

The applicant agreed to advise the State of Connecticut DOT of the modifications and provide the feedback to the Planning and Zoning Office.

*Mr. Zatorski moved, and Mr. Rux seconded, to approve the application of West High Street LLC, 201 West High Street, for a Commercial Site Plan Modification: Building A/B Change of Use from Contractor Storage to Commercial and Additional Parking, Map 09A/Block 70/Lot 40, for the reason that the site plan modification is consistent with our Regulations, with the following conditions:*

- *Contact the Town Staff prior to commencement of construction;*
- *Contact State of Connecticut DOT regarding proposed modifications; and*
- *Compliance with all Town and State Regulations.*

*The motion carried unanimously.*

**B. Application of Scott Goodspeed, 85 Main Street, for a Commercial Site Plan**

**Modification:** Change of Use from Industrial Print Shop to Professional Office/Shop for Custom Work – Map 6A/Block 61/Lot 7A:

Scott Goodspeed, 129 Parker Road, East Haddam, was present to discuss his plans for his property. He has owned it since 2005. He considers the building of similar use as he has planned. He explained his tenant moved out two years ago and the building has been vacant since that time. He intends to use the shop personally. He collects and restores classic cars and memorabilia. The exterior has been improved and the interior has been renovated.

Mr. DeCarli impressed upon the Commission the improvements made to the building and the positive visual appeal that this project has brought to the Village Center.

*Mr. Zatorski moved to approve the application of Scott Goodspeed, 85 Main Street, for a Commercial Site Plan Modification: Change of Use from Industrial Print Shop to Professional Office/Shop for Custom Work, Map 6A/Block 61/Lot 7A, for the reason that the site plan modification is consistent with the existing use, with the condition that any additional changes to the footprint of the building must be approved prior to making the change. Mr. Rux seconded the motion. The motion carried unanimously.*

**8. Old Business:**

**A. Extension of Permit:** Application of Skyline Estates LLC for Five-Year Extensions of Permit Nos. PZ92335, PZ92364, and PZ92392 for the Skyline Estates Subdivision:

Mr. Rux recused himself from the meeting at this time.

Wayne Rand, Skyline Estates, was present to discuss the application. He explained that Skyline Estates is an 85-lot subdivision and has approximately 30 lots in ten years. He is present to request a five-year extension to the permit to allow the development to proceed. Mr. Rand described the phases and the plans to proceed. He explained that they have completed Phase Nos. 1a and b, will be proceeding with Phase No. 2 next, and will finish up with Phase No. 1c after that. There is no request for any changes to the existing permit.

Mr. DeCarli expressed the Town's interest in seeing this application progress with completion of the roads and stabilization of all grading and drainage. He reported the Town and its engineer have been looking at updating the bonding requirements. Mr. DeCarli recommended to the Commission that a new bond amount be set prior to the permit extension.

*Mr. Sennett moved, and Mr. Kuhr seconded to continue the application of Skyline Estates LLC for Five-Year Extensions of Permit Nos. PZ92335, PZ92364, and PZ92392 for the Skyline Estates Subdivision until the next regularly scheduled meeting on May 4, 2016. The motion carried unanimously.*

Mr. Rux returned to the meeting at this time.

**B. Discussion - Design Review Board Guidelines:**

Tom Adams and Mike Chicoine of the Design Review Board were both in attendance to discuss the progress of the DRB. The Commission looks forward to improved communication between themselves, the DRB, and Town Staff. A new DRB meeting date is pending.

**C. POCD –Status:** Mr. DeCarli advised the Commission that Torrance Downes of the RiverCOG has reviewed the draft POCD. In summary the Plan is in compliance with the State's Plan. There is no Regional Plan as of this time. It is also consistent with the surrounding town's plans. Mr. Downes did suggest that the consistency statement in the back of the Plan be moved to the front, inclusion of a more in depth section on agriculture, discussion of emergency management and natural hazard mitigation be added, and desire for increased access to the Connecticut River should be considered as it is an important resource. Mr. DeCarli asked the Commission for their thoughts. The Commission requested that these suggestions be considered for inclusion in the final draft.

**D. Discussion: Review Open Road Bonds:**

Mr. DeCarli updated the Commission on the condition of the roads under construction at the Skyline Estates Subdivision. He proposed that the bond amount for all work on Phase No. 1a and b should total \$251,090. The current bond is in the amount of \$120,000. These numbers will be revisited and confirmed and a final recommendation will be brought back to the Commission at the next regularly scheduled meeting.

Mr. DeCarli updated the Commission with the status of the Whispering Woods Subdivision, including an assessment of the cost of remaining work to the roads for completion, as well as options for its completion.

**9. Adjournment:** *Mr. Rux moved to adjourn the meeting. Mr. Kuhr seconded the motion. The motion carried unanimously.*

The meeting adjourned at 8:30 p.m.

Respectfully submitted,

Daphne C. Schaub  
Recording Secretary