**Bryan Memorial Town Hall**

**Washington Depot, CT**

**PLANNING COMMISSION**

**MINUTES**

June 7, 2017

7:30 p.m. Main Level Meeting Room

**Members Present:** Mr. Hileman, Mr. Rimsky, Ms. Jahnke, Mr.

Carey, Ms. Gager

**Alternates Present:** Mr. Bedini

**Alternates Absent:** Ms. Ryland

**Staff Present:** Mrs. Hill**,** Ms. Pennell

**Others Present:** First Selectman Mark Lyon, Mr. Dobson, Mr.

 Sherr, Mr. Deperno, Mr. Fry

**REGULAR MEETING:**

Mr. Hileman called the Regular Meeting to order at 7:31 p.m.

**Consideration of the Minutes:**

Consideration of the Regular Meeting Minutes:

**Motion:** To accept the May 3, 2017 Regular Meeting Minutes as submitted. By Mr. Rimsky, seconded by Ms. Gager, approved 5-0 **vote.**

**Motion:** To include subsequent business for the consideration/approval for the Special Meeting Minutes of May 9, 2017. By Ms. Gager, seconded by Mr. Rimsky, approved 5-0 vote.

**Motion:** To accept the May 9, 2017 Special Meeting Minutes as submitted. By Mr. Rimsky, seconded by Ms. Gager, approved 5-0 vote.

**New Applications:**

Dobson/195 and 200 Church Hill Road/3 Lot Subdivision:

Mr. Dobson, owner, presented this application for a 3 lot subdivision. Plans were submitted prepared by Brian E. Neff, engineer, and included a “Site Development Feasibility Plan” dated 03-09-17, and “Soil Erosion and Sediment Control Plan”, dated 03-13-17. Also submitted was a Property/Boundary Survey Subdivision Map dated 03-24-17 prepared by Michael Alex, Land Surveyor. Mr. Dobson stated this property was built roughly in the 1750’-s and has a house on Lot #1, along with many barns. Mr. Dobson would like to subdivide this property and build a home for his daughter on Lot #1, which is on Popple Swamp. He noted the other two lots will be subdivided. It was noted that Lot #2 will share the existing driveway cut off of Rt. 109, a right of way in favor of lot #2 is proposed over Lot #1 for access to Lot #2, and the driveway cut for Lot #3 is off of Popple Swamp Road. Mr. Dobson stated that Conservation Committee has approved this application early this evening.

Ms. Hill had submitted her Administrative Review on this application dated 06-06-17. Mr. Dobson reviewed this and addressed some of questions that were mentioned in this report with the Commission members. Mr. Hileman did inform Mr. Dobson that he will have to determine if any of these lots can be re-subdivided and should discuss this with Mr. Neff, P.E.

With regard to open space, Mr. Hileman noted Mr. Dobson’s proposal for a piece of land across the street from this proposed subdivision be considered. Mr. Dobson added that he would also consider paying a fee in lieu of open space. It was also noted that one of these lots will be deeded to his daughter and this lot will be excluded from this requirement. With respect to the other two lots that Mr. Dobson currently has no plans for, Mr. Hileman informed Mr. Dobson that he will have to request Mr. Neff calculate the open space requirement, excluding the lot that will be deeded to his daughter.

Mr. Hileman did inquire as to a Fire Protection Plan for this subdivision. After reviewing the plans submitted, he suggested to Mr. Dobson that he have Mr. Neff look into this further.

Mr. Hileman asked if Mr. Dobson or the Commission members had any further questions. Ms. Jahnke asked if the home located on this property would be preserved and Mr. Dobson stated it would be, as it is a beautiful old home. Mr. Hileman and Commission members set a site visit for Wednesday, 06-21-17 at 6:00 p.m.

**OTHER BUSINESS:**

**CGS 8-24 Referral/Town of Washington/Bryan Plaza Improvements:**

First Selectman Mark Lyon presented the application. He showed plans by TPA Design received 06-07-17 “Rendered Final Site Plan” and plans dated 05-08-17 “Drainage and Erosion Control Plan”.

Mr. Lyon reviewed the Site Plan with the Commission. He discussed the added parking spaces, medians and their plantings along with the pass throughs that will have pavers and sidewalk plans. He noted that there will be additional parking. Mr. Lyon discussed the details of the drainage plan that will greatly improve the existing drainage issues in the plaza. He explained that the exit onto River Road from the plaza will be regraded and improve the site lines for exiting this area. Mr. Lyon addressed questions regarding the lighting that will be installed. He stated lighting referred to as the shepherd’s hooks will be put in place, explaining they will be dark sky compliant. Mr. Lyon pointed out the location of the lighting on the maps provided. He discussed the possibility of this lighting being on timers and/or sensor controls and that this is still be worked out with the electrical contractor. Mr. Lyon noted the charging station will remain, but will be moved slightly. He did point out the areas on the map where the sidewalks will be made ADA compliant. Mr. Lyon stated the Senior Center foot bridge will be redone and made ADA compliant.

Mr. Hileman stated that the Commission will need to provide a C.G.S. 8-24 referral on this application and noted that the application is consistent with the Town Plan. Mr. Lyon stated this will go out to bid in June and estimated it would not be awarded until the middle of July, as the State has requirements to follow. Mr. Lyon noted a Public Hearing has already been held.

Mr. Hileman stated the Commission will have the C.G.S. 8-24 prepared for the next scheduled Planning Commission meeting.

**CGS 8-24 Referral/Town of Washington/17 East Shore Road/Sale of Pavilion Hall:**

First Selectman Mark Lyon presented the application. He had photographs of the property, which included an Exterior Survey of the pavilion dated August 27, 2016 completed by Mr. Thomas H. Hollinger.

Mr. Lyon noted that this building has not been used for over a year. He stated the Boys Club once utilized it, but the club has disbanded. Mr. Lyon explained that they have considered possible municipal usages for this property. However, in conclusion, he noted there are far too many issues with the building and decision was made that it be best for the town to sell this property.

Mr. Lyon stated they could consider doing a Historic Preservation Easement for this property so that would protect certain historic aspects of this building. He noted they are working with an appraiser and also will be working with Mr. David Myles and a few others that have put together the historic preservation plan. Mr. Lyon said there has been some public interest in the purchasing of this property.

Mr. Hileman asked if securing historic preservation will be put in place prior to a purchase of this property. Mr. Lyon stated this is the desired plan and is working with the Historic Commission to have this put in place. He noted the plan is to not limit the interior of this building, but to preserve the outside historical aspects.

Mr. Lyon addressed questions from the Commission. He noted the limited septic system, explaining there are only two bathrooms in this building, and that is all that is permitted per Town Sanitarian. Mr. Lyon stated the plan is to have this property advertised as a sealed bid purchase for about a month, as is. He stated this would allow individuals to make an appointment, look at the property and make an offer. Ms. Gager did ask when this property sells, where the funds would go. Mr. Lyon stated that it is not certain, but will be discussed. He also added there will be a town meeting held at some point in the future regarding this property.

Mr. Hileman stated that the 2014 POCD does not specifically address this town property. He explained that the bar for this 8-24 referral to clear is to affirm that the sale of the property is not inconsistent with the Town Plan. Ms. Gager added that if this is a deteriorating building and costing the town money, there would be no purpose in keeping this property. Mr. Lyon stated that to bring this building up to code would be quite a costly project. It was consensus of the members that based on the condition of this property, the cost to bring it up to code and the existing limitations, offering the property for sale is the logical thing to do.

Mr. Hileman stated the Commission would schedule the C.G.S. 8-24 referral at the same time as the one for the Bryan Plaza Improvement. No further comments or questions were noted.

**Plan of Conservation and Development:**

**Sustainability Subcommittee Report:**

Ms. Jahnke stated there was nothing new to report.

**Economic Development Advisory Committee Report:**

Mr. Hileman stated the Committee did meet, and an engineer from Frontier was present. The engineer discussed fiberoptic services, including the services they provide to local businesses in the Depot. Mr. Hileman stated later this month, a member from Frontier will meet with the Committee to discuss in detail what they can provide and the cost involved. He added that there also will be a member from the Nutmeg Network who will provide a proposal for services they can offer. Mr. Hileman stated Frontier has fiberoptics on all state roads in Washington. Commission members had a brief discussion on how fiberoptics works and cost involved. Mr. Hileman stated that the town will get two conceptual proposals, one from Frontier and one from Nutmeg.

**Referral from Zoning Commission/Revision of Zoning Regulations/Signs for Town Landmark Sites, Expansion of Woodville and Depot Business Districts, Updating of Section 17, etc.**

Mrs. Hill distributed the Zoning Commission’s Referral Re: Proposed Revision of the Washington Zoning Regulations dated

06-05-17. Mrs. Hill stated that if the Zoning Commission does not hear from the Planning Commission within 35 days, they will assume the Commission is satisfied with the revisions. She noted that the Public Hearing for this is scheduled for August 7, 2017. Mr. Hileman advised Commission members to review this handout, as it will be discussed at the next scheduled Planning Commission meeting. If it is the consensus of the Commission members to provide comments on these revisions, Mr. Hileman stated he would put these together to present to the Zoning Commission.

**Revision of the Subdivision Regulations:**

Mr. Hileman stated this will be tabled to a future meeting that allows time for this discussion.

**Adjournment:**

**Motion:** To adjourn the meeting at 8:40 p.m. By Mr. Hileman, seconded by Mr. Rimsky, approved 5-0 vote.

**FILED SUBJECT TO APPROVAL**

Respectfully Submitted,

By:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Donna Pennell, Land Use Clerk

 May 13, 2017