**TOWN OF WASHINGTON**

**Bryan Memorial Town Hall**

**Washington Depot, CT**

**PLANNING COMMISSION**

**MINUTES**

September 7, 2016

7:30 p.m. Main Level Meeting Room

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

**Alternates Present:** Ms. Ryland, Mr. Bedini

**Staff Present:** Ms. Pennell

Others Present: Ms. Sarah Gager

**Regular Meeting:**

Mr. Frank called the meeting to order at 7:31 p.m.

**Seated:** Mr. Frank, Mr. Hileman, Ms. Jahnke, Mr. Carey,

 Mr. Rimsky

The Commission members welcomed Ms. Sarah Gager to the meeting. Ms. Gager has re-applied for reappointment to the Commission. The Board of Selectman will be considering her reappointment to the Commission on September 8, 2016. Members have voiced their support and endorsement of this reappointment to Mark Lyon.

**Privilege of the Floor:**

N/A

**Consideration of the Minutes:**

The Commission considered the minutes of the August 3, 2016, Planning Commission meeting.

**MOTION:** Motion to accept the minutes from the August 3, 2016

Planning Commission meeting as amended. By Mr. Carey, seconded by Mr. Rimsky, passed 5-0.

The correction to be made was on page 3, second full paragraph, third sentence. The sentence reading “Mr. Lyon stated that transplanting of existing plantings” should read “Mr. Lyon stated that transplanting of existing plantings will be done to the extent possible.”

**New Applications:**

N/A

**Other Business**:

**Plan of Conservation and Development:**

**Sustainability Subcommittee Report:**

Ms. Jahnke reported that they just held their meeting early today. She stated that the subcommittee will follow up with Plan of Conservation and Development discussions with town boards and commissions concerning assigned areas of responsibility for implementation. Ms. Jahnke reported that Mr. Armstrong had suggested examining Zoning Board of Appeals (ZBA) decisions and members will be reviewing minutes from ZBA meetings to see what is being asked of the Board and the decisions they are making in the context of the application of sustainability principles.

Ms. Ryland stated that the Sustainability Subcommittee will take credit for the Bryan Plaza electric car charging station being put in place (which the Garden Club funded), as it was the Subcommittee’s initiative to have this implemented with

encouragement from the town residents. With regard to the Bryan Plaza Improvements, Ms. Ryland stated it was suggested that the Subcommittee follow up with the Plaza Improvement Committee to see what plantings they will be using. She and members would be suggesting experts be utilized to assure the appropriate plantings are chosen.

**Plaza Improvement Committee Report:**

Mr. Rimsky informed the Commission that there was discussion amongst members as to what will be used for covering in the median strips. It was suggested possibly some type of river stone allowing for infiltration for the trees that will be planted in the medians. With regard to the car cut-ins between the medians, they also discussed what material will be used in this area. Mr. Rimsky stated the two elements of concern in these areas will focus on pedestrians being able to walk over these medians, as well as through the car cut-ins without difficulty.

As the public comment period for this plaza improvement project has closed, Mr. Frank asked Mr. Rimsky if there had been information on comments from the public concerning this

project. Mr. Rimsky replied that they were not yet notified of any comments. In reply to Ms. Ryland’s inquiry, Mr. Rimsky referenced prior public comments on this project. He stated that the public, in general, felt the plan was attractive and reasonable.

Mr. Rimsky stated that when final plans are completed, the Planning Commission will be asked by the Select for an “8-24 Report” approving the planned work. At that point, the next stage of this project will be sending it out for bid, probably sometime in November.

**Economic Development Advisory Committee Report:**

Mr. Hileman stated there was no report as Committee did not meet in August. He updated members that the on line community survey is still continuing for about one more week. Mr. Hileman noted that there have been about 400 responses to date. He stated there will be one last email out to the residents encouraging those who have not taken the survey to do so. The Committee is scheduled to meet next week and Mr. Hileman will have an update on the survey results at that time.

**Communications:**

N/A

**Administrative Business:**

Revision of the Subdivision Regulations:

Mr. Frank stated that Mr. Hileman has prepared an electronic version of the most recent proposed revisions of the Subdivision Regulations with the proposed changes that date back to 2010. Mr. Hileman explained that he has set up this document so that members can type in their comments along the margins. He stated that when the entry of proposed changes has been completed, this document will be sent to each member for comment. Mr. Hileman is hopeful that this method will help expedite the revision process.

Mr. Frank informed the members that Fire Marshal Tom Osborne would like to attend the next Planning meeting to discuss the fire protection provisions of the regulations.

Planning Commission Annual Report for 2015-2016:

Mr. Frank discussed the proposed Annual Report for July 2015 – June 2016 prepared by Mrs. Janet Hill, Land Use Administrator. The members stated it was well done and had no questions.

**Adjournment:**

**MOTION**: To adjourn the meeting at 8:08 p.m. By Mr. Hileman, seconded by Mr. Rimsky, passed by 5-0.

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

Donna Pennell/Land Use Secretary

 September 13, 2016