**TOWN OF WASHINGTON**

**Bryan Memorial Town Hall**

**Washington Depot, CT**

**PLANNING COMMISSION**

**MINUTES**

October 5, 2016

7:30 p.m. Main Level Meeting Room

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

**Members Absent:** Mr. Carey

**Alternates Present:** Ms. Ryland

**Alternates Absent:** Mr. Bedini

**Staff Present:** Ms. Pennell

**Also Present:** Ms. Gager, Mr. Osborne, Mr. Wright

**Regular Meeting:**

Mr. Frank called the meeting to order at 7:32 p.m.

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

Alt. Ryland

**Consideration of the Minutes:**

The Commission considered the minutes of the September 7, 2016, Planning Commission meeting.

Mr. Frank noted a correction needed on page 3, second paragraph. The sentence reading “Mr. Rimsky stated that when final plans are completed, the Planning Commission will be asked by the Select for…” The sentence should read, “Mr. Rimsky stated that when final plans are completed, the Planning Commission will be asked by the Selectman for…”

**MOTION:** Motion to accept the minutes from the September 7, 2016 Planning Commission meeting as amended. By Mr. Rimsky, seconded by Ms. Jahnke, passed 5-0.

**New Applications:**

N/A

**Other Business**:

**Ingrassia/292 Bee Brook Road/6 Lot Subdivision:**

Mr. Frank referenced Section 8-25 of the Connecticut Statutes in which it states that an approved subdivision plan be filed on the Land Records with the Town Clerk within a 90 day period commencing at the end of the appeal period, (15 days after newspaper publication of the approval) and failure to file renders the approval null and void. He noted that the Statute does allow two 90 day extensions.

Mr. Frank stated as the 90 days will end on October 30, 2016 and documents are still under review, he is proposing to extend this period for another 90 days, which would be to January 28, 2017.

**MOTION:** RESOLVED: That the time for filing the Final Subdivision Plan for Ingrassia/292 Bee Brook Road/6 Lot Subdivision in the Washington Land Records is hereby extended for a period of 90 days to and including January 28, 2017. By Mr. Frank, seconded by Mr. Hileman, passed 5-0 vote.

Mr. Frank reviewed the conditions of this subdivision approval. He stated that the drafts of documents submitted in response to condition #3 were sent to Atty. Kari Olson for her review. Mr. Frank had sent Atty. Olson’s comments to Atty. James Kelly on Monday, October 2, 2016. Mr. Frank had informed Atty. Kelly that he would present Atty. Olson’s comments at the next Planning Commission meeting and get back to him regarding this. Atty. Kelly, however, did not feel this was the proper way to handle this and Mr. Frank stated Atty. Kelly would like to discuss these comments directly with Atty. Olson. Copies of the email communications between Atty. Kelly and Mr. Frank had been distributed to the Commissioners and will be included in the file of this matter.

After discussion, the Commission authorized Atty. Kari Olson to deal directly with Atty. James Kelly in negotiating the terms of the documents to be delivered to the Commission in satisfaction of condition #3, to the approval of the Ingrassia 6 lot subdivision, 292 Bee Brook Road, subject to satisfactory arrangement for reimbursement to the Commission by the applicant of Atty. Kari Olson’s fee for such services.

Atty. Kelly requested copies of all emails between Mr. Frank and himself be put into the file.

**Plan of Conservation and Development:**

**Sustainability Subcommittee Report:**

Mrs. Jahnke stated they held meeting on Monday, October 3, 2016. She stated they discussed the possibility of getting a grant to have septic soil testing for the Depot Plaza area.

Mr. Hileman stated that testing was done in the past and there should be a record on this. Mrs. Jahnke was advised to check with Mrs. Hill to see where the records would be located.

Other Discussion:

Ms. Ryland discussed the Region 12 school system concerns and gave members update on what is currently happening with regard to AgSTEM project, which was cut from the list for funding by the legislature in May of this year. Ms. Ryland gave further details with regard to the state involvement and Region 12 being asked by them to scale the AgSTEM project down, due to lower projected school enrollment. Ms. Ryland stated this is a very important issue for the town, especially since the school system takes up 70% of the Town’s budget. Ms. Ryland inquired if the Planning Commission would consider taking a role in being proactive in this process. It was noted that there will be a Special Meeting of the Board of Selectmen on Thursday, October 13, 2016 at 7:00 p.m. with the Board of Finance and Board of Education to discuss these matters. Some members will plan to attend this meeting.

Ms. Ryland had written two memos with respect to this subject matter and will email these memos to Commission members.

**Plaza Improvement Committee Report:**

Mr. Rimsky reported that the final design elements for the plaza will be discussed on Tuesday, October 11, 2016. He stated the medians, as well as cut-ins for vehicles, will have permeable paving stones to allow for walkable access to the public. Mr. Frank asked if they considered another public informational meeting. Mr. Rimsky was not sure but will know more after the meeting. He stated that the plaza plan hasn’t changed a great deal at this point and the final plan will have to be presented to the public when completed, and to the Commission for an 8-25 Report concerning consistency of the plan with the Plan of Conservation and Development.

**Economic Development Advisory Committee Report:**

Mr. Hileman reported they will be meeting on Tuesday, October 11, 2016. CERC will present the results from the survey and the results from the Focus Group meetings that they conducted over the summer.

**Communications:**

N/A

**Administrative Business:**

Revision of the Subdivision Regulations:

Fire Marshall Tom Osborne and First Assistant Chief Darryl Wright were present to discuss the subdivision regulations as they pertain to fire department access/water supply for fighting fires. Mr. Osborne stated the regulations are vague and should be made clearer.

Mr. Osborne stated that he and the Department have been looking at regulations from different towns, as well as reviewing the State regulations. He referenced State regulations and the NFPA1 (National Fire Protection Association), which is the national standard for fire prevention. Mr. Osborne stated the State of CT Fire Prevention Code had a provision dealing with subdivisions fire access/water supply/hydrants to subdivision, but that it had been removed. He explained when and why a cistern would be needed and said that should be spelled out in regulations.

Mr. Osborne addressed questions from members with regard to how much water is needed for specific size homes and when a cistern is required. He pointed out the example of the Ingrassia subdivision application where installation of a cistern was required. Mr. Osborne expressed the importance of updating regulations pertaining to many areas of fire prevention/public safety.

Mr. Osborne feels that between the fire regulations that he has reviewed from surrounding towns, along with the State codes, that there is enough information to gather and include in Washington’s regulations. Mr. Frank inquired if the Commission could incorporate some of the State codes into the town’s regulations by reference. Mr. Osborne stated this would be a good idea, along with incorporating specifics related to the town of Washington.

Mr. Hileman suggested that Mr. Osborne list some of the codes/regulations that he feels would be important to include in Washington regulations. Mr. Osborne noted that they have recently put together a three person committee to address this and will present their ideas to the Commission as soon as they can.

**Adjournment:**

**MOTION**: To adjourn the meeting at 8:55 p.m. By Mr. Dimitri, seconded by Ms. Jahnke, passed by 5-0.

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

Donna Pennell/Land Use Secretary

October 11, 2016