TOWN OF WASHINGTON

**Bryan Memorial Town Hall**

**Washington Depot, CT**

**PLANNING COMMISSION**

**MINUTES**

December 2, 2015

7:30 p.m. Main Level Meeting Room

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

**Members Absent:**  N/A

**Alternates Present:** Mr. Bedini, Mr. Hileman

**Alternates Absent:** Ms. Ryland

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

**Others Present:** Ms. Wilber, Mr. Babbington

Ms. Gager called the meeting to order at 7:31 p.m.

**Seated:** Ms. Gager, Mr. Frank, Ms. Jahnke, Mr. Carey, Mr. Rimsky

**Privilege of the Floor:** N/A

**Consideration of the Minutes:**

The commissioners considered the minutes of the November 4, 2015 Planning Commission Meeting. Mr. Frank noted that the reference to Ms. Gager should be deleted from “Members Present”.

**Motion:**  To accept the November 4, 2015 Regular Meeting Minutes of the Planning Commission as corrected, by Mr. Frank, seconded by Mr. Carey, passed by 5-0 vote.

**New Application:**

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

Mr. Neff stated he received Ms. Hill’s review sheet earlier today, 12/02/15. Mr. Neff said he had gone through all the items and would be able to address them all by the end of next week. Mr. Frank interjected stating that the regulations require submission of an application at least six days prior to the Planning Commission’s next scheduled meeting. (Mr. Frank also noted that the current proposal for revised regulations will require applications be submitted fifteen days prior to the next scheduled Planning meeting.) Mr. Neff had submitted this application on Monday, November 30, 2015, two days ago. Mr. Frank stated that the purpose of this regulation is so that staff can have the opportunity to review the application timely and thoroughly. Ms. Gager recommended to Mr. Neff that he withdraw the application, complete the necessary changes needed and resubmit for the next meeting within the proper time frame. Mr. Neff agreed to this and will resubmit for the next Planning Commission meeting in January.

**OTHER BUSINESS:**

**Referral from Board of Selectman/Section 8-24/Possible Sale of Pavilion Hall, New Preston:**

Members reviewed the letter from First Selectman Lyon. Mr. Frank commented that he did not feel it was appropriate for the commission to begin consideration of a Section 8-24 Report, as no specifics are known for this particular transaction. Mr. Frank, however, did state that he felt the commission could certainly discuss any concerns which might lead the commission to recommend retention of the building. Mr. Frank had reviewed the Plan of Conservation and Development and did not note any particular references to the building other than it stating the building was the center for some town activities, including the Boys and Girls Club. Discussion went on regarding the usage of the building in the past. Member of the public, Ms. Wilber, President of New Preston Boys and Girls Club, spoke stating that Momix has been in the building since August and it is their plan to continue to utilize the space as long as possible, as they lost their rehearsal hall last winter. Ms. Wilber also stated that the Boys and Girls Club has leased the building from the town since 1965. Mr. Rimsky stated that historically speaking it has been used for various gatherings and performances, as well as the Boys and Girls Club. Member of the public, Mr. Babbington, stated that it had also been used as a fire house. Ms. Gager stated that in the past once a request such as this comes in, the Commission has put together a subcommittee to investigate the request and then move forward from there. The Commission was in agreement with this and will not take any further action until a detailed formal request is presented to the Commission.

**Plaza Improvement Update:**

Mr. Rimsky stated the Plaza Improvement Committee had received an historic report from the consultants that was thorough and accurate. Mr. Rimsky stated they will be scheduling a meeting. He did note that the consultants felt that the present architectural and landscaping design of Bryan Memorial Town Hall had a more historic significance than the Town sentiment may give it. The consultants stated it may have such historical significance to suggest that it should be placed on the historic registry.

**Plan of Conservation and Development:**

**Sustainability Subcommittee Report:**

Ms. Gager commended Ms. Jahnke for the report. Mr. Hileman stated that it is comprehensive, but lacking action items to target. Mr. Rimsky agreed with Mr. Hileman, feeling that if in the next part of their process they can pull some action items out, this can give the Commission something more tangible to put into an action agenda. Mr. Bedini stated that he felt that the committee is off to a good start and has good ideas being brought up. Mr. Hileman pointed out that the significant financial investment will be necessary for this sustainability process had not been addressed in the report. He suggested that this is something the subcommittee needs to begin taking a look at. Ms. Gager suggested to Ms. Jahnke that the subcommittee select three top initiatives and develop a specific concept plan on how to move these forward and then the Commission can meet with the Sustainability Subcommittee in February to discuss the plans. All were in agreement with this procedure.

**Economic Development Advisory Committee:**

Mr. Hileman was not able to make it to yesterday’s initial meeting of this committee. However, Mr. Bedini was there as a spectator. Mr. Bedini stated that Goman and York have been put on a 30 day termination notice to come up with a substantial plan with material to work with and showing the committee what they have done to date. He stated at this meeting Goman and York presented no new information at this meeting. The committee decided to give them another month. Mr. Bedini stated, however, that they are still on the thirty day notice. He expressed his disappointment with what they have delivered thus far. Mr. Bedini stated the next meeting is scheduled for mid-December or January. Ms. Gager wants to articulate very clearly to the Economic Development Advisory Committee that the intention of the Planning Commission and Plan of Conservation and Development is not to have a consultant or a volunteer group, but rather an actual economic development person and that they stay focused on that. Ms. Gager asked the Commission if they feel it would be a good idea to write a letter to the First Selectman expressing their concerns. Mr. Hileman was willing to do this on the Commission’s behalf and will send a draft of the letter to the Commissioners for review prior to sending it to First Selectman Lyon.

**COMMUNICATIONS:** N/A

**ADMINISTRATIVE BUSINESS:**

The calendar for 2016 was reviewed. The Commissioners decided to continue to hold their monthly meeting on the first Wednesday of each month.

Ms. Gager noted that her term as Commissioner was ending this month and that this would be her final meeting. The Commissioners expressed their gratitude to Ms. Gager for her dedicated service, with particular reference to her work to assure completion of the 2014 Plan of Conservation and Development.

**ADJOURNMENT**:

**Motion**: To adjourn the meeting by Ms. Gager.

Ms. Gager adjourned the meeting at 8:25 p.m.

**SUBMITTED SUBJECT TO APPROVAL:**

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Donna Pennell, Land Use Secretary