**TOWN OF WASHINGTON**

**Bryan Memorial Town Hall**

**Washington Depot, CT**

**PLANNING COMMISSION**

**MINUTES**

February 6, 2019

7:30 p.m. Main Level Meeting Room

**Commissioners Present:** Hileman, Mr. Rimsky, Mr. Carey, Ms. Gager, Mr. Cole, Ms. Rill, Alt., Ms. Matteo, Alt.

**Staff Present:** Ms. White, Ms. Hill

**Also Present:** Mr. Neff, Ms. Audet

**PUBLIC HEARING**

Mr. Hileman called the Public Hearing to order at 7:30 p.m.

**Seated:** Mr. Hileman, Mr. Carey, Mr. Rimsky, Mr. Cole, Ms. Gager

**Ingrassia/282-292 Bee Brook Road/4 Lot Subdivision:**

Mr. Hileman read the list of documentation on file for this application dated December 13, 2018.

Mr. Neff, P.E. was present to represent the property owners. He and the Commissioners looked at the map entitled “Site Development Feasibility Plan – Existing Subdivision Lot Line Revision,” 282-292 Bee Brook Road, Washington, Connecticut, with a revision date of 1-18-19, drawn by B.E. Neff, Sheet 1 of 1. Mr. Neff stated that the revisions include renumbering of lots and the inclusion of the Subdivision Lot Line Revision Description, fire tank size was changed to 15,000 gallons and merged lot 2 with Lots 3 & 4. He indicated that the driveway is shown as 20 feet wide and redirected to reach the further lots. Mr. Neff noted that there will be a reduction of 6 lots to 4 lots rather than an increase.

Mr. Hileman explained that a new appraisal would have to be done on the subdivision because the previous one that was done three years ago is invalid. He noted that the appraisal is necessary in order to determine the fee in lieu of open space. There was a brief discussion regarding the process of choosing an appraiser.

There was a brief discussion regarding the existing 7.9-acre conservation easement along the Bee Brook corridor which was created when the original subdivision was approved.

There was a brief discussion regarding some procedural issues.

**Motion:** To close the public hearing for Ingrassia/282, 284, 286, 290, 292 Bee Brook Road/4 Lot Resubdivision, by Mr. Carey, seconded by Mr. Rimsky, passed by 5-0 vote.

**REGULAR MEETING:**

**Seated:** Mr. Hileman, Mr. Carey, Mr. Rimsky, Mr. Cole, Ms. Gager

**CONSIDERATION OF THE MINUTES:**

The Commissioners considered the Minutes from the January 2, 2018, meeting.

The follow additions/edits were suggested:

Page 1 under Consideration of the Minutes should read: passed by a **5**-0 vote

Page 2, 1st full paragraph should read: scheduling the public hearing for a 4- Lot **re**subdivision

Under Administrative Business: Election of Officers should have been included: Mr. Hileman was reelected as Chairman and Mr. Rimsky was reelected as Vice Chairman by a unanimous vote.

**Motion:** To approve the 1-12-19 Regular Meeting Minutes of the Planning Commission as amended by, Mr. Cole, seconded by Ms. Gager, passed by 5-0 vote.

**SUBSEQUENT BUSINESS:**

There was no subsequent business to be added to the agenda.

**PENDING APPLICATION:**

**Ingrassia/282-292 Bee Brook Road/4 Lot Subdivision**

The Commissioners discussed Ms. Hill’s Administrative Review for this application and discussed how this application meets the Subdivision Regulations, areas of concern and requests for waivers.

There was a brief discussion regarding some corrections that need to be made to the map:

1. The map should indicate that lot 4 may not resubdivided in the future.
2. Labelling on the which lots the driveways serve need to be consistent.

The Commissioners continued to review the application. Mr. Hileman suggested that Town Counsel reread the rewritten declarations for the bridge maintenance agreement and the rights of way easement language. Possible conditions of approval were discussed.

Mr. Hileman stated that the Commission would like verification from the property owners that they are planning on offering the fee in lieu of open space.

The Commission decided they would make a motion to grant waivers tonight.

**Motion:** To grant the following waivers as they relate to the application submitted by Ingrassia, 282-292 Bee Brook Road, for a 4 lot Resubdivision for Subdivision Regulations Sections: 4.4.11 – State Plane Coordinates, 4.5.4 – Contour Lines at 2 ft. Intervals, 4.2.1 – 1” = 40’ Plan Scale, 3.4.3.A – Sign to Advertise Public Hearing, and 4.5.11 – Boundaries of Wooded Areas, by Mr. Hileman, seconded by Mr. Rimsky, passed by 5-0 vote.

**Motion:**  To continue the discussion of the application submitted by Ingrassia, 282-292 Bee Brook Road for a 4 Lot Resubdivision at the regularly scheduled Planning Meeting on March 6, 2019, at 7:30 pm, by Mr. Hileman, passed unanimously.

The Commissioners briefly discussed the process and how to proceed.

**OTHER BUSINESS:**

**Sustainability Committee:**

Ms. Gager stated the Sustainability Committee is making progress and have about 1/3 of their documents prepared for submission to Sustainable CT in April. She informed the Commissioners that the Sustainability Committee will be meeting again at 6:45 on February 28th.

There was a brief discussion regarding some of the programs the committee are developing.

**Economic Development Committee:**

Mr. Hileman shared he was unable to attend the last meeting, but the minutes are posted on the Town website.

**Northwest Connecticut COG Meeting:**

Mr. Hileman stated that he, Mr. Cole and Ms. Matteo attended the COG’s last conference in Goshen on January 30, 2019. Ms. Matteo and Mr. Cole shared their impressions of the conference.

The Commissioners discussed the implementation of the Plan of Conservation and Development and possibly forming an implementation subcommittee. Mr. Cole proposed going through the POCD and see what has been implemented so far.

**COMMUNICATIONS:**

There were no communications to discuss.

**ADMINISTRATIVE BUSINESS:**

**Revision of Subdivision Regulations**

Discussion of Revisions were tabled until the Planning Commission Meeting, March 6, 2019.

**Adjournment:**

**Motion:** To adjourn the meeting at 9:00 p.m. By Ms. Gager, seconded by Mr. Rimsky, approved 5-0 vote.

**FILED SUBJECT TO APPROVAL**

Respectfully Submitted By:

Shelley White, Land Use Clerk

February 13, 2019