**TOWN OF WASHINGTON**

**Bryan Memorial Town Hall**

**Washington Depot, CT**

**PLANNING COMMISSION**

**MINUTES**

March 6, 2019

7:30 p.m. Main Level Meeting Room

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

**Commissioners Absent:** Ms. Gager, Ms. Rill

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

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

**REGULAR MEETING**

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

**Seated:** Mr. Hileman, Mr. Carey, Mr. Rimsky, Mr. Cole, Ms. Matteo, Alt.

**CONSIDERATION OF THE MINUTES:**

The Commissioners considered the Minutes from the February 6, 2019, meeting.

**Motion:** To approve the 2-6-19 Regular Meeting Minutes of the Planning Commission as submitted by, Mr. Cole, seconded by Mr. Rimsky, 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**

Mr. Hileman noted that Ms. Matteo, although seated as an alternate, was present for the public hearing and all subsequent discussions regarding this 4 Lot Subdivision application and is thus, eligible to vote

Mr. Hileman referred to Ms. Hill’s final review and noted that the Commission will need to consider a few conditions and waivers upon approval of this application.

The Commissioners reviewed the “Revised Subdivision Plan,” prepared for Timothy J. & Stephanie Ingrassia - 282, 286, 290-292 Bee Brook Road by Charles Farnsworth of John M. Farnsworth & Associates with a revision date of 3-6-2019. Mr. Hileman noted that the revised subdivision plan has added all of the items the Commission had previously asked for.

Mr. Hileman asked if anyone had any questions regarding the revised plan.

The Commission discussed crafting a motion of approval.

**Motion:** To approve the application submitted by Mr. and Mrs. Ingrassia for a 4 lot subdivision at 282-292 Bee Brook Road per the “Revised Subdivision Plan,” by Mr. Charles Farnsworth, dated 2/2/19 and revised to 3/6/19 and the “Site Development Feasibility Plan,” by Mr. Neff, dated 11/28/18 and revised to 1/18/19, subject to the following conditions and waivers:

1. The Mylar of the “Revised Subdivision Plan” shall contain notes that a) a 15,000-gallon fire protection cistern is required to be installed on lot #3R as a precondition to the issuance of a zoning permit for a building or structure on lots #1R, #2R, or #3R. Such installation and access will conform to the specifications of the Washington Volunteer Fire Department/Fire Marshal, and the maintenance thereof will be the joint and several responsibility of the owners of lots #1R, #2R, #3R and #4R.

1. Within 45 days of this approval with conditions, the applicants shall provide proof that the approved documents were filed on the Washington Land Records, and proof this was done shall be submitted to the Land Use Office prior to the signing of the “Revised Subdivision Plan” by the chairman of the Commission.

Further, regarding the Ingrassia/282-292 Bee Brook Road/4 Lot Subdivision, the following Subdivision Regulation requirements shall be waived: 1) Section 10.2.3.B, that cisterns be located in, or adjacent to, a road right of way, as the location of the cistern required by the Fire Department is a considerable distance from a road, but adjacent to a driveway accessible to emergency vehicles; and 2) Section 10.2.3.C, that cisterns shall be deeded to the Town, as such transfer is no longer required by the Town, by Mr. Cole, seconded by Mr. Carey, passed by 5-0 vote.

**OTHER BUSINESS:**

**1989 Sachs Subdivision**

Mr. Hileman gave a brief background regarding the issue in which a rear lot property owner continues to use a temporary access way across lot #2 of the subdivision even though a permanent driveway has been installed to serve the rear lots. The owner of lot #2 had appealed a decision of the ZEO through the Zoning Board of Appeals. The ZBA upheld the appeal but in the process, there was a discussion in which the Attorney of the property owner of lot #2 had explained to the ZBA that the wrong map was filed with the Town and therefore the subdivision was invalid. The attorney notified the other property owners of the subdivision informing them that the subdivision was invalid. Since this letter, the other property owners in the subdivision have requested that this matter be looked into and cleared up on the land records.

Mr. Hileman stated that he researched whether the applicant complied with the conditions of approval, looked into what was filed in the Land Use Department and with the Town Clerk. He discussed the situation with Attorney Shaver who is representing one of the property owners within the subdivision and both came to the conclusion that the proper plans and maps were filed in compliance and the subdivision is valid. He noted that the confusion had been that one of the conditions of approval of the subdivision was for the applicant to submit a revised development plan within 48 hours. This is not the same as the Subdivision Map. The Subdivision Map Mylar is required to be signed by the Planning Commission Chair and filed with the Town Clerk. This was done correctly.

Mr. Hileman stated that he would draft a letter that can be filed on the land records stating that the subdivision is valid. He noted that he would draft the letter and have it reviewed by the Commission and Town Counsel before filing it.

**Sustainability Committee:**

Ms. Gager was not present this evening but sent a note to Mr. Hileman that there was nothing new to report.

**COMMUNICATIONS:**

There were no communications to discuss.

**ADMINISTRATIVE BUSINESS:**

**Implementation**

Mr. Cole distributed an implementation spreadsheet titled “Strategies in Order of Priority” based on the 2014 Plan of Conservation and Development.

The Commissioners briefly discussed Mr. Cole’s findings and how this could be used as a tool prepare for the next revision of the POCD.

There was a brief discussion regarding the step to getting fiber optics in the Depot.

**Adjournment:**

**Motion:** To adjourn the meeting at 9:12 p.m. By Mr. Rimsky, seconded by Mr. Hileman, approved 5-0 vote.

**FILED SUBJECT TO APPROVAL\***

Respectfully Submitted by:

Shelley White, Land Use Clerk

March 13, 2019

\*all documents on file in the Land Use Office

\*a recording of the meeting is available upon request