

East Hampton Planning and Zoning Commission  
Regular Meeting  
January 5, 2011  
Town Hall Meeting Room

Unapproved Minutes
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1. **Call to Order and Seating of Alternates:** Chairman Zatorski called the meeting to order at 7:01 p.m.

**Present:** Chairman Ray Zatorski, Vice-Chairman Mark Philhower, Members Peter Aarrestad, Roy Gauthier, Richard Gosselin, Rowland Rux , James Sennett, Alternate Members Kevin Kuhr, Darin Hurne, Meg Wright, and Planning, Zoning & Building Administrator James Carey were present.

**Absent:** No members were absent.

2. **Approval of Minutes:**

**December 1, 2010:** Mr. Philhower moved, and Mr. Sennett seconded, to approve the Minutes of December 1, 2010 as written. The motion carried 6-0-1 (Yes votes: Aarrestad, Gauthier, Gosselin, Philhower, Sennett, Zatorski. No votes: None. Abstentions: Rux).

3. **Communications, Liaison Reports, and Public Comments**

**Communications:**

Mr. Carey reported that a scan of the Winter *Connecticut Technology Transfer Bulletin* was forwarded by email to the Commissioners.

**Liaison Reports:**

Mr. Philhower reported that Midstate Regional Planning meet on 12/4/2011 and discussed two TIP Amendments. They were the Statewide Bridge Response Repair Fund and District 1 Installation and Review of STC Signals. The Agency also reviewed a referral from Haddam regarding zoning changes. None were deemed to have any regional significance. The annual Household Hazardous Waste Collection Report indicates that Middlesex is down significantly in collections over the past few years. The Agency will be investigating as to whether this is a trend across the State. Finally, the Agency voted to keep the annual membership assessment at .66 cents per person, as it has been for the past 8 or 9 years.

Mr. Zatorski indicated that the IWWA had nothing of note for this meeting.

Mr. Sennett reported that the ZBA met on December 13<sup>th</sup> at which time a variance was granted to William Plyley, 66 Wopowog Road for an increase in lot coverage from 10% to 12.5%. The minutes of this meeting are on file in the Town Clerk's Office and may also be viewed online.

**Public Comments:** The Chairman opened the meeting to the public for comments. There were none.

4. **Read Legal Notice:** None.  
5. **Set Public Hearing(s) for February 2, 2011:** None.

**6. Public Hearing for January 5, 2011:**

- A. Application of Little League of East Hampton, 20 Smith Street, Seamster Park, Site Plan Modification for Illumination Plan – Map 27/Block 87A/Lots 19C & 20 –** Continued from 12/01/2010: Mr. Carey reported that the applicant has requested an extension to the next regularly scheduled meeting in February so that they may apply for and receive a variance to the maximum height requirement for the lighting structures from the Zoning Board of Appeals (ZBA). This Variance application is on the Agenda for the ZBA meeting to be held Monday, January 13, 2011 at 7 pm.

The Commission discussed the administrative requirements of the application.

Mr. Rux moved, and Mr. Philhower seconded, to extend the public hearing of the application of Little League of East Hampton, 20 Smith Street, Seamster Park, Site Plan Modification for Illumination Plan, Map 27/Block 87A/Lots 19C & 20, to the next regularly scheduled meeting in February. The motion carried unanimously.

Mr. Sennett moved, Mr. Philhower seconded, to continue the application of Little League of East Hampton, 20 Smith Street, Seamster Park, Site Plan Modification for Illumination Plan, Map 27/Block 87A/Lots 19C & 20, to the next regularly scheduled meeting in February. The motion carried unanimously.

**7. New Business:**

- A. Review and Possibly Revise Bylaws:** Mr. Carey discussed the current Bylaws and current needs of the Commission. The Commission discussed the term limit requirement and the start time for the regular meetings.

*Mr. Philhower moved, and Mr. Arrestad seconded, to amend Article VII, Section 6 to read: "The Chairman may serve no more than three (3) consecutive terms as Chairman of the Commission. The Vice-Chairman of the Commission is not limited to the number of consecutive terms, which he/she may serve on the Commission." The motion carried unanimously. (Attachment 1)*

- B. Election of Officers:** The Chairman opened the nominations for Chairman.

Mr. Philhower nominated Ray Zatorski for Chairman. Mr. Rux seconded the nomination.

There being no other nominations, Mr. Rux moved to close the nominations.

*The Chairman called for a vote on both the nomination for Chairman and the motion to close the nominations. The vote was unanimous to close the nominations and elect Ray Zatorski to Chairman of the East Hampton Planning and Zoning Commission for the 2011 calendar year.*

The Chairman opened the nominations for Vice-Chairman.

Mr. Rux nominated Mark Philhower for Vice-Chairman. Mr. Gosselin seconded the nomination.

There being no other nominations, Mr. Rux moved to close the nominations.

*The Chairman called for a vote on both the nomination for Vice-Chairman and the motion to close the nominations. The vote was unanimous to close the nominations and*

*elect Mark Philhower to Vice-Chairman of the East Hampton Planning and Zoning Commission for the 2011 calendar year.*

- C. Report: Extension of Airline Trail and Bridge into Village Center:** Kerry Nielson, Director of Community and Environmental Planning was present to report to the Commission on the recently awarded grant from the Small Town Economic Assistance Program (STEAP) to extend the Airline Trail from its current terminus at Cranberry Bog to the municipal parking lot in the Village Center. The Grant in the amount of \$200,000 is about half of what the Town requested. It will be enough to do some good work. There have been past improvements to some level, not as far as across the bridge. The grant will improve the railroad bridge and make it ADA accessible. An RFP, mostly for the bridge work, went out this week.

The Chairman reported that the trail from Cranberry Bog to Watrous Street has been graded, surfaced, and gates have been put into place. The Commissioners discussed continued maintenance of the trail.

Ms. Nielson suggested that moving the trail head to the municipal parking lot would draw additional attention to the trail. She believes most of the \$200,000 will be used to bring the abandoned train bridge up to code for pedestrian traffic.

The Commission discussed the benefits of bringing the trail into the Village Center both for local business and Village Center revitalization.

Martin Bartel, 12 Harlan Place, explained that other bridges are landscaped and decorated to attract tourists and shoppers.

- D. Discussion: Draft Amended Subdivision Regulations, Road Standards, and Parking Requirements:**

Mr. Carey reported that he has been in contact with Shelley Green of The Nature Conservancy and has discussed reviewing these amendments for the Salmon River Watershed Partnership. She and a co-worker will be available for a Workshop in the coming month. Mr. Carey explained that the goal is to create a regulation that would be more likely to be used by a developer as a first alternative. The Town's present regulation does not allow a developer to present the features of a parcel and designing around them. The Partnership has drawn on the interests of this Commission and the best aspects of open space regulations from area towns. The goal being to provide the best opportunity for a developer to design subdivisions with a conservation perspective from the start. Many of the requirements in this proposal are arbitrary and need to be scrutinized by this Commission before adoption.

This document is based on the current Section 30, CONSERVATION SUBDIVISION (PLANNING & ZONING) of the East Hampton Zoning Regulations rewritten in similar sections and then a commentary has been provided to clarify the changes that were made. The most striking difference in this regulation is that there is inherent flexibility in this regulation. The current regulation is a yield based formula. A conventional subdivision is drafted and numbers are calculated. The developers use it to leverage more for their developments. This process works backward from a conventional subdivision to a conservation subdivision that is deemed a better option. The amended regulation asks the developer up front to design a subdivision that recognizes the assets

of the property, a means for protecting those assets, and requirements to be met in the design. The burden of creating a conventional subdivision up front is removed.

The pre-application process is very important in this amendment. The key to the success of this regulation, if adopted, will be successful use of the pre-application period by the developer and a willingness to work with Staff. The Commission proceeded to discuss various elements of the proposed regulation amendments. (Attachment 2)

Mr. Carey discussed the amendment to the Parking Regulations. This amendment takes a different approach in that it discusses a minimum and a maximum parking requirement. Excess parking is a large factor in storm water management due to increased impervious surfaces. This proposed regulation represents a much more modern approach to parking, landscaping, pedestrian access, and pervious parking. He asked the Commission to review this proposal and forward any questions or concerns to him for the upcoming Workshop. (Attachment 4)

Mr. Carey reported that the Road Standards are being forwarded to Keith Hayden for his input. The Public Works Department will have specific needs and requirements for these Standards. Areas that the Commission would like to see in these Standards include curbing, landscaping, and cul-de-sacs. The amendment to the Road Standards will be the last piece to come together of the three and can be addressed at the time it becomes available. (Attachment 5)

The Workshop will be scheduled for 6 pm on Wednesday, February 2, 2011 immediately preceding the regular meeting to be held at 7 pm.

**8. Old Business:**

**A. Discussion: Workshop - Amendments to Conservation Subdivision Regulations.**

This Item was covered under Agenda Item No. 8.D, Discussion: Draft Amended Subdivision Regulations, Road Standards, and Parking Requirements.

**9. Adjournment:** Mr. Philhower moved to adjourn the meeting. Mr. Rux seconded the motion. The motion carried unanimously.

The meeting adjourned at 8:32 p.m.

Respectfully submitted,

Daphne C. Schaub  
Recording Secretary