

East Hampton Planning and Zoning Commission
Regular Meeting
March 2, 2011
Town Hall Meeting Room

Unapproved Minutes

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.

No alternates were seated at this time.

2. **Approval of Minutes:**

A. February 9, 2011 Regular Meeting;

B. February 9, 2011 Special Meeting/Workshop:

Mr. Philhower moved, and Mr. seconded, to approve the minutes of the February 9, 2011 Regular and Special Meeting/Workshop with an amendment to the Special Meeting/Workshop minutes indicating that the meeting was held at the Town Hall in the Meeting Room. 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 January 2011 *Connecticut Town and City Magazine* has been forwarded by email to the Commissioners.

Mr. Kuhr and Ms. Wright have been registered in the Connecticut Land Use Law Seminar to be held at Wesleyan University on March 12th.

Liaison Reports:

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

Mr. Sennett reported that the ZBA met on February 14th at which time a variance was granted for a reduction in a side yard setback from 25' to 23.1' to construct an addition. At the same meeting a variance was granted for a reduction in the side yard setback from 15' to 9' to construct a garage. The minutes of this meeting are on file in the Town Clerk's Office and may also be viewed online.

Mr. Gauthier reported that the February EDC meeting was cancelled due to lack of a quorum.

Mr. Philhower indicated that he had nothing to report from the Midstate Regional Planning Agency.

Mr. Rux reported that the Public Water Task Force had not met.

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 April 6, 2011:**

Mr. Rux moved, and Mr. Philhower seconded, to reschedule the Draft Open Space Regulation public hearing for the April 6, 2011 meeting. The motion carried unanimously.

6. **Public Hearing for March 2, 2011:** None

7. **New Business:** None

8. **Old Business:**

A. Discussion - Application of Carlevale Interiors, 10 Summit Street, for Site Plan Modification to allow Multi-Family (4 Units) - Map 06A/Block 61/Lot 2 – Continued from 02/09/2011:

Jeff Jahnke, Architect, was present to discuss the application. The A-2 survey was discussed with the Commission. The Commission discussed their concerns regarding the property's topography, area right-of-ways, and parking. The Commission and the applicant agreed that there will be no parking in any of the area right-of-ways. There will be no need for a loading dock. There will be no manufacturing use in the building when the residential use is established. The Commission discussed the availability of public water to the building. Finally, Mr. Jahnke presented color renderings of the project on his laptop to the Commission. The rooftop units will remain and there is a partial basement that will be used for storage.

Mr. Zatorski moved, and Mr. Rux seconded, to approve the application of Carlevale Interiors, 10 Summit Street, for Site Plan Modification to allow Multi-Family (4 Units), Map 06A/Block 61/Lot 2, with the following conditions:

- *Parking and right-of-way issues must be resolved;*
- *No manufacturing use while residential use exist;*
- *Plans must be updated and acceptable to Town Staff pursuant to discussion of this evening;*
- *Architectural renderings must be printed and submitted for the record;*
- *Architectural renderings must reflect rooftop units; and*
- *Town Staff must be notified prior to commencement.*

The Commission discussed their concern regarding the need to have conditioned the additional documentation in the motion, shared parking in the Village Center, lighting on the property, and the fire code requirements for the building.

The Chairman called the vote. The motion carried (6-1-0). (Yes votes: Aarrestad, Gauthier, Gosselin, Rux, Sennett, Zatorski. No votes: Philhower. Abstentions: None.)

The Chairman recessed the meeting at 7:58 p.m.

The meeting was reconvened at 8:03 p.m.

Mr. Zatorski moved to add discussion of the letter from the Office of the Fire Marshal and work submitted by Commissioner Sennett in reference to the draft regulation amendment to

Section 30, Conservation Subdivision. Mr. Aarrestad seconded the motion. The motion carried unanimously.

Draft Open Space Regulation: The Commission discussed the applicability of the State of Connecticut Fire Code NFPA1, Chapter 18 in terms of street standards or local regulations. The Commission discussed how this will relate to the draft regulation as it is written currently. The Commission requested that the Fire Marshal be present at the public hearing in April.

Mr. Sennett discussed his concern for clusters of lots and limiting clusters to five lots. The Commissioners discussed their interpretation of the regulation in question. The Commission agreed to address this issue at the public hearing. Mr. Sennett also pointed out a conflict in the last paragraph of Page 4, which will be deleted prior to the public hearing.

B. Workshop - Draft Parking Regulation: Mr. Carey discussed the draft parking regulation as suggested by the Horsley Witten Group. He explained that the regulation was derived from East Haddam's Parking Regulation. East Hampton's current regulations are based on net square footage. The draft regulations use gross square footage, which will be easier to calculate. The standards required for people with disabilities are well covered. The suggested regulations also more closely follow today's standards in terms of parking slots and travel lanes.

The Chairman discussed the draft regulations including the number of parking spaces table, requirements for people with disabilities, waivers and exceptions, lot design, shared parking, bicycle accommodations, landscaping standards for stormwater management, and loading space dimensions.

The Commission would like Staff to review the Pedestrian Access Design Standards.

Mr. Zatorski moved that, with the inclusion of the wording for the exception needed regarding crosswalk plantings, benches, and lighting in Section 21.8.3.D on Page 8, draft parking regulation be scheduled for a public hearing at the April 6, 2011 regularly scheduled meeting if timing allows. Mr. Philhower seconded the motion. The motion carried unanimously.

C. Workshop - Village Center Housing and Revitalization Program (IHZ): The Chairman requested that he and Mr. Carey meet with Mr. Chalder of Planimetrics to finalize the draft regulation in anticipation of scheduling a public hearing for the May meeting. He requested that final comments on Booklet No. 11 be forwarded to Staff. Mr. Carey discussed briefly the concept of a Village District to be included in the regulation.

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

The meeting adjourned at 8:45 p.m.

Respectfully submitted,

Daphne C. Schaub
Recording Secretary