

**East Hampton Planning and Zoning Commission
Regular Meeting
November 4, 2015
Town Hall Meeting Room**

Unapproved Minutes

- 1. Call to Order and Seating of Alternates:** Chairman Zatorski called the meeting to order at 7:00 p.m.

Present: Chairman Ray Zatorski, Vice-Chairman Rowland Rux, Members Roy Gauthier, Gary Hall, Kevin Kuhr, James Sennett, Meg Wright, Alternate Members Jason Jozefiak, Michael Kowalczyk, and Town Staff Daphne Schaub were present.

Absent: All members were present. No Alternates were seated at this time.

- 2. Approval of Minutes:**

A. October 7, 2015 Regular Meeting:

Mr. Kuhr moved to approve the Minutes of the October 7, 2015 meeting as written.

Mr. Sennett seconded the motion. The motion carried (5-0-2). (Yes vote: Gauthier, Kuhr, Sennett, Wright, Zatorski. No vote: None. Abstentions: Hall, Rux.)

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

Communications: Staff reported that Commissioner Ricciardelli has resigned from the Commission due to conflicts with new work responsibilities.

The Public Works Director, Phil Sissick has provided the Commissioners with photographs and an explanation regarding the maintenance schedules he has requested for a recent application.

Chairman Zatorski is eligible for another year as the Chairman of this Commission.

At the request of both the Public Works Director and Planning, Zoning and Building staff the Salmon Run road acceptance was tabled at the last Town Council meeting. All necessary work and documentation should be in order for acceptance by the next regularly scheduled Town Council meeting.

The Town of East Hampton Road Acceptance Procedures and an excerpt from the Subdivision Regulations regarding the Commission's ability to revisit bonding to address escalation of construction and other costs on a two year schedule were distributed and discussed.

Liaison Reports:

Mr. Gauthier reported that the East Hampton High School science wing is scheduled to open next week. The auditorium and gym are still under construction and will be completed by the beginning of the next semester. There will be a site walk at 4:00 on Thursday, November 19, 2015 for members of the PZC who are interested in a tour of the facility.

Mr. Sennett reported that there were no ZBA meetings since our last meeting.

Mr. Kuhr reported that there was a meeting of the Conservation-Lake Commission on October 8th at which time the Commission reviewed two plan submissions in the Lake Pocotopaug Protection Area. They also discussed the federal and STEAP grant funding available to the Town. The Minutes of the Conservation-Lake Commission are on file in the Town Clerk's Office and are available online.

Mr. Zatorski reported that there was a lake draw down and the spillway was repaired. The Minutes of the recent meeting of the IWWA are on file in the Town Clerk's Office and are available online.

Mr. Rux reported that he attended an EDC meeting on October 20, 2015. They are now able to have a quorum and are focusing on promoting, retaining, and supporting new, existing, and entrepreneurial business in town. They are currently focusing on prioritizing initiatives.

Ms. Wright reported that the Water Development Task Force did have a meeting on October 8, 2015. They discussed housekeeping issues at this meeting. The Minutes of this meeting are on file in the Town Clerk's Office and are available online.

Ms. Wright reported that the Lower Connecticut River Valley Regional Planning Committee meeting for November was not held. Town staff will work toward developing a better notification system when meetings times are changed.

Mr. Hall was not in attendance at the last Design Review Board meeting; however, the Minutes of this meeting are on file in the Town Clerk's Office and are available online.

Public Comments: None.

4. **Set Public Hearing for December 2, 2015:** None.

5. **Read Legal Notice:** None.

6. **Public Hearings for October 7, 2015:**

A. Application of Sheila Mullen for a Regulation Amendment to Section 8.4.B, Special Regulations, Standards for Specific Uses, Alcoholic Beverages and Section 8.4.L, Special Regulations, Standards for Specific Uses, Farm Brewery, and Section 9.2.B.1.d.7 & 8, Special Permits, Minimum Requirements – Continued from 10/7/2015:

Commissioner Hall stated for the record that although he was not present at the last meeting, he has reviewed the recordings and the minutes and believes he is completely informed of the application.

Commissioner Rux stated for the record that although he was not present at the last meeting, he has reviewed the minutes and believes he has complete information on the application and that he is capable of making a fully informed decision.

The Chairman summarized the application as it has been heard to date. Staff informed the Commission and the applicant that the Town's attorney revised the proposed regulation amendment Section 8.4.L.1. b & c by replacing "... under Special Permit conditions" with "... upon Special Permit approval" in both Section Nos. b & c.

The Commission discussed the proposed regulation change and the special permit process. The applicant had no further comments to make regarding the application.

The Chairman opened the meeting to the public at this time.

No one was present to speak about the application at this time.

Mr. Rux moved, and Mr. Kuhr seconded, to close the public hearing for the application of Sheila Mullen for a Regulation Amendment to Section 8.4.B, Special Regulations, Standards for Specific Uses, Alcoholic Beverages and Section 8.4.L, Special Regulations, Standards for Specific Uses, Farm Brewery, and Section 9.2.B.1.d.7 & 8, Special Permits, Minimum Requirements. The motion carried unanimously.

Mr. Zatorski moved, and Mr. Kuhr seconded, to approve the application of Sheila Mullen for a Regulation Amendment to Section 8.4.B, Special Regulations, Standards for Specific Uses, Alcoholic Beverages and Section 8.4.L, Special Regulations, Standards for Specific Uses, Farm Brewery, and Section 9.2.B.1.d.7 & 8, Special Permits, Minimum Requirements for the reason that it will benefit and encourage business and tourism and is consistent with the State of Connecticut agriculture and tourism initiatives. This regulation amendment will be effective December 1, 2015. The motion carried unanimously.

7. New Business: None.

8. Old Business:

A. Update: POCD – Status and Plan for Mandatory Update: Town Staff reported they had no update on the POCD at this time.

B. Update: Design Review Board – Newly Adopted Guidelines: Staff reported that Mr. Hall, PZC Liaison to the DRB, has agreed to bring the concerns of this Commission to the DRB for discussion at their next meeting.

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

The meeting adjourned at 7:35 p.m.

Respectfully submitted,

Daphne C. Schaub
Recording Secretary