

Town of East Hampton
Planning and Zoning Commission
Regular Meeting
January 8, 2020 – 7:00 P.M.
East Hampton Town Hall Meeting Room

DRAFT MINUTES

1. Call to Order and Seating of Alternates:

Chairman Kuhr called the meeting to order at 7:00 p.m.

Present: Chairman Kuhr, Vice-Chairman Zatorski, Regular Members Meg Wright, James Sennett, Rowland Rux, Angelus Tamaro, Alternate Members Mike Kowalczyk and Timothy Puglielli and Zoning Official Jeremy DeCarli.

Absent: Roy Gauthier and Ted Hintz, Jr.

Chairman Kuhr seated Alternate Michael Kowalczyk.

2. Election of Officers: Vice-Chairman Zatorski made a motion to nominate Kevin Kuhr as Vice-Chairman. The motion was seconded by Mr. Rux. *Vote: 7-Yes; 0-No. The motion passed.*

Mr. Rux made a motion to nominate Raymond Zatorski as Chairman. The motion was seconded by Ms. Wright. *Vote: 7-Yes; 0-No. The motion passed.*

3. Approval of Minutes:

A. December 4, 2019 Regular Meeting – Chairman Zatorski made a motion to approve the December 4, 2019 minutes, seconded by Mr. Sennett. Vice-Chairman Kuhr asked that the following sentence be added to Agenda #5A (sentence #3: “He stated that the appeal to the Superior Court that was filed after the last application was denied, will be withdrawn after his application is voted on.” The motion was seconded by Mr. Sennett with the revision. *Vote: 7-Yes; 0-No. The motion passed.* Attorney Branse informed the Commission that the motion to withdraw has been filed.

B. December 16, 2019 Workshop – Vice-Chairman Kuhr made a motion to approve the December 16, 2019 Workshop minutes as written. The motion was seconded by Mr. Rux. *Vote: 7-Yes; 0-No. The motion passed.*

4. Communications, Liaison Reports, and Public Comments:

Communications:

There were no items of communication.

Liaison Reports:

Mr. Kowalczyk stated that the RiverCOG RPC did not meet.

Mr. Sennett attended the December 9th ZBA meeting. One application was heard:

Application ZBA-19-014, Ty Sweet, 7 Main St., for an appeal of ZEO Decision: Illegal third apartment unit with inhabitant. Map 05A/Block 62/Lot 12. The application was continued to January 13, 2020.

Vice-Chairman Kuhr did not have a report.

Chairman Zatorski stated that there no IWWA items that concern PZC.

Mr. Rux stated that EDC did not meet. Ms. Wright, Mr. Tamaro and Mr. Puglielli did not have a report.

Chairman Zatorski asked for public comments at this time for anything that pertains to the Planning and Zoning Commission. Jack Lakowsky, a reporter from the Rivereast introduced himself. There were no further comments.

5. Read Legal Notice for January 8, 2020: None.

6. Public Hearings for January 8, 2020: None

7. New Business:

A. Application PZC-19-020: Dean Brown, 26 Barton Hill Rd., for a Special Permit to host events at a B&B. Map 02A/Block 47/Lot 40. Attorney Branse stated that they are using the parameters that are in the newly approved text amendment. He presented the statement of use and added that there is a correction to be made: the number of parking spaces is 17 and not 14 (note: 17 spaces are depicted on the site plan). He asked for preliminary comments from the Commission before the public hearing regarding the following items: 1. Handicap parking – although it is not required for B&B's, it is required for public assemblies therefore they will enlarge a current space for a handicap space. 2. Surfacing of the parking pavement: they would like the last 3 parking spaces to be grass since they will be used a maximum of 18 times in a year. Chairman Zatorski stated that as a single Commission member, he would like to have some kind of under layer that will support the weight of larger vehicles trying to maneuver on wet grass or soil and to have it indicated on the plans. 3. Tent location for the events: they would like to erect a tent for events in different locations to protect the grass and remove the tent immediately after an event. Mr. Rux proposed 12 events a year (2 events a month for the 6 months that they would typically have outdoor events) and suggested a non-amplified system for events. Ms. Wright suggested adding a walkway to the portable bathrooms or relocating them because in some cases, it may not be convenient to walk across the lawn to access them. Attorney Branse requested that the public hearing for this application be set for the March 4, 2020 meeting because he will be unable to attend the February 5th meeting. Chairman Zatorski made a motion to set a public hearing for Application PZC-19-020: Dean Brown, 26 Barton Hill Rd., for a Special Permit to host events at a B&B Map 02A/Block 47/Lot 40 for the regularly scheduled meeting on March 4, 2020. The motion was seconded by Mr. Sennett. ***Vote: 7-Yes; 0-No. The motion passed.***

B. 8-24 Review- Sale of Town owned property, 20 East High St., current Town Hall.

Map 05A/Block 62/Lot 5A. Chairman Zatorski stated that it is the Commission's task to decide whether or not this is a good decision and that the financial aspect does not concern the Commission. Mr. DeCarli agreed and stated that it is for the Commission to review and decide if it is consistent with the Plan of Conservation and Development. The building at 20 East High will be vacant when the occupants move to the new Town Hall. The property is .9 acres, there are 30 parking spaces, the main building is 12,300 sq. ft. and the temporary building (which currently houses the Building and Land Use Departments) is 900 sq. ft. The best use for this property is to continue as professional because it is at the heart of the Commercial district, it is already tied into the gas and sewer system and most likely will be the first area to get municipal water. Mr. Rux asked if there were any provisions in place in the event that the timeline for moving to the new Town Hall changes. David Cox, Town Manager, confirmed that provisions and processes are in place. Mr. Tamaro asked if the temporary building is safe or if it needs to be brought to code. Mr. DeCarli suggested talking to the Building Official about that and explained that from a planning perspective, the plan moving forward is a continuation of the current use which is consistent with the POCD. Mr. Rux made the following motion: that the Planning and Zoning Commission of the Town of East Hampton approves the following project pursuant to Section 8-24 of the General Statutes of Connecticut: Sale of Municipal Property, currently used as the Town Hall and Police Department located at 20 East High Street and identified on the Assessors Map as Map 05A/Block 62/Lot 5A. The property consists of approximately .9 acres of land; two buildings, one, a two level structure of approximately 12,300 square feet, the other a one story structure of approximately 900 square feet; and a parking lot for approximately 30 vehicles provided that this resolution is for approval of conceptual plans only. The project is subject to and shall comply with all applicable laws, regulations and permit approvals, and this resolution shall not be a determination that the project is in compliance with any such applicable laws, regulations or permit approvals. The motion to approve for the following reasons: it is consistent with the Plan of Conservation and Development and with the jurisdiction of the Planning and Zoning Commission. The motion was seconded by Mr. Sennett. ***Vote: 7-Yes; 0-No. The motion passed.***

8. Old Business:

A. PZC-19-011: Roncalli Institute, Inc., 49 Oakum Dock, for a Special Permit to construct an

Assembly Hall in the Commercial Zone (Sec. 5.2.C) Map 02/Block 9A/Lot 2.A. Chairman Zatorski read into record a written request from Attorney Harris to continue/table the application to the next meeting on February 5, 2020. The request was received on January 6, 2020. Vice-Chairman Kuhr made a motion to continue the application of PZC-19-011: Roncalli Institute, Inc., 49 Oakum Dock, for a Special Permit to construct an Assembly Hall in the Commercial Zone (Sec. 5.2.C)Map 02/Block 9A/Lot 2A to the next regularly scheduled meeting on February 5, 2020. The motion was seconded by Mr. Rux. *Vote: 7-Yes; 0-No. The motion passed.*

B. Updates to Sec. 3.1 Lake Pocotopaug Protection Zone – Mr. DeCarli provided the members with a revised draft based on comments received. He suggested that the members review and discuss it at the next meeting. He also stated that he would like to schedule another public meeting in February. Chairman Zatorski encouraged the members to review the revised draft because there are a lot of changes and mark-ups since the last draft. Vice-Chairman Kuhr asked Mr. Cox about the status of the aeration project. He provided the following: the Lake Commission will review the proposal, Town Council will review it at their meeting, the proposal process will take place by mid-February and action should take place by the end of February.

9. Planner's Report – Mr. DeCarli asked the Commission to consider an update to the Map. He will have a draft ready for the next meeting with changes depicted. The HOD approval for 37 South Main Street has expired so he recommended that the Commission take steps to formally expire the approval thereby having something to file in the land records. He will research the steps that need to be taken to formally expire it and will share the information at the next meeting. Chairman Zatorski would like it added as an Agenda item under "New Business" for the next meeting on February 5, 2020. Vice-Chairman Kuhr asked about the status of the new Town Hall. Mr. Cox stated that the contractors state that the project is on schedule for early March, the employees are planning the move, the official opening of operations will be mid-April with the grand opening to follow.

10. Set Public Hearing(s) for February 5, 2020 – No public hearings were set for February 5, 2020.

11. Adjournment – Mr. Rux made a motion to adjourn at 7:48 p.m., seconded by Mr. Sennett. The motion was unanimous in favor.

Respectfully submitted,

Christine Castonguay
Recording Secretary