

UNAPPROVED

WESTBROOK PLANNING COMMISSION
REGULAR MEETING
Monday, June 14, 2010
Multi-Purpose Room, Mulvey Municipal Center, 866 Boston Post Road

Call to Order

Chairman Ozols called the meeting to order at 7:01 p.m.

A quorum was established with the following Commission members present: Marilyn Ozols, Chairman, Carole Ketelsen, Phillip Bassett, Bill Neale, and Ashley Jones. Also present were Libby Waldron (alt) and Meg Parulis, Town Planner.

SUBDIVISIONS:

1. 2004-002-P Mary Elizabeth Joyce, Grove Beach Road North, Map 33, Lot E10, 24.26 acres – 3 lots – Request for release of Public Improvement Bond (\$18,000).

Ms. Parulis reported that the sidewalk has been completed and inspected by the Public Works Director and the streetlight has been ordered through CL&P. She recommended that the Commission release the bond as requested.

Mr. Neale made a motion to release the Public Improvement Bond for the Mary Elizabeth Joyce Subdivision in the amount of \$18,000 plus interest accrued as requested. Mr. Bassett seconded the motion. The motion passed unanimously.

2. 2010-001-P Resubdivision Land of Paul J. Vumbaco, Toby Hill Road, Assessor Map 77, Lot E105, 35.52 acres – 7 lots Date of Receipt 6/14/10; deadline for holding public hearing 8/18/10.

Atty. Edward Fitzpatrick and Mr. Bob Doane were present to represent the property owner and solicit feedback from the Planning Commission prior to the Public Hearing.

Mr. Doane reported that the original proposal was withdrawn last year with the intent of re-applying. The current proposal reflects revisions based on Planning Commission comments received previously.

Mr. Doane continued that he has submitted a plan for the off-site improvements on the existing roadway to the Board of Selectmen in Essex. Tom Metcalf, Essex Town Engineer, is currently reviewing the proposal.

In light of the fact that the Planning Commission recommended to the BOS that the town abandon Toby Hill Road as a public highway and reserving it for recreational use only, the applicant has made provisions for the parking of two vehicles at the end of the improved roadway. The improvements end approximately 100 ft short of the property line. The Site Development and Plan & Profile reflect the proposed improvements. The applicant is also proposing to construct the road stub off Joseph's Circle for future extension into the Boggio property. In the previous application, a waiver was requested.

Mr. Doane reported that the lot layout and open space remain the same as previously submitted. Both the Conservation Commission and Land Trust have approved the current plan.

Ms. Ozols requested that the applicant explain how the Conservation Easement located on lots 1 & 7 in the shape of a triangle meets the Open Space criteria in the Regulations. Mr. Doane replied that he felt that since the areas had been approved by both the Conservation Commission and the Land Trust that it met the criteria. He offered that a trail could be added in the area currently proposed as a Conservation Easement connecting the Open Space in the rear of the property to Toby Hill Road. If a public trail is

added, the land should be owned by the Land Trust rather than the lot owners. He would need to check with the Land Trust to see if they would accept ownership.

Ms. Ozols commented that if the Land Trust is willing to accept ownership, the open space issues should be resolved.

Mr. Bassett questioned the access to the open space. Mr. Doane replied that the north side of lot 1 allows for convenient access. Mr. Bassett suggested a turn off for parking could be accommodated at the cul-de-sac of Joseph's Circle to which Mr. Doane agreed.

Mr. Doane continued that sidewalks are planned on the western side of Toby Hill Road and the north side of Joseph's Circle. Mr. Bassett questioned the feasibility of a full size school bus making the necessary turns. Mr. Bassett also requested a letter from both the Superintendent of Schools and the bus company stating that a full size school bus can be accommodated on the proposed roads.

Ms. Ozols added that the previous application had an e-mail from the Superintendent expressing concerns about school bus safety.

Mr. Doane reported that the applicant has agreed to work with the neighbors regarding their driveways; including the potential relocation of a driveway. Mr. Doane continued that the proposal will not make the situation any worse than it already is as the grading and angle into the driveway is not being changed. Mr. Bassett recommended that any improvements on the neighbor's property be shown on the plans.

Ms. Ozols suggested a site visit to the property for members who are not already familiar with it. Mr. Doane and Ms. Parulis will work with Commission members to schedule same.

Ms. Parulis noted that since the applicant needs to go back to the Land Trust and has yet to receive approval from the Essex Board of Selectmen for the Toby Hill Road improvements, the application would not be ready for a public hearing before August. Referrals must also go out to Essex and the Regional Planning Agency.

Ms. Ozols directed Mr. Doane to meet with Ms. Parulis to discuss the carry over of documents from the previous application.

TOWN AND GOVERNMENT AGENCY REFERRALS: None.

ZONING REFERRALS: None.

SELECTMAN'S REFERRAL: None.

OLD BUSINESS:

POCD Update – Ms. Parulis reported that progress continues on the POCD. Sixty percent of the budget has been expended. The Committee has met with officials to discuss facility and infrastructure issues. Good information was obtained from the recent round of interviews with Town Dept. Heads and the next booklet will reflect the information gathered.

Ms. Parulis reported that a Community Survey will be included in the next edition of the Westbrook Events. Ms. Parulis will e-mail Commission members a draft of the survey. Any questions/comments from Commission members can be directed to Ms. Parulis.

The Commission briefly discussed the possibility of creating a Historic District. This topic is covered in the survey as well as questions on affordable housing. The survey also includes businesses/services needed in Westbrook. The Commission briefly discussed traffic issues and bike paths.

Ms. Parulis reported that there will also be questions on prioritization of Capital Improvements.

Stormwater Regulations - Ms. Parulis reported that a summary of the working group discussions was included in the packets. The next step includes a draft of the regulations.

Ms. Parulis continued that weather patterns are changing and the area is getting back to back storms. This factor needs to be considered when making regulations. She added that because of flooding concerns, the working group did not reduce the required design storms that dictate the size of the detention basins. Instead, they will look for other methods to reduce the need for large detention basins.

When the regulations are complete, Ms. Coffin from Woodard & Curran will present to the Commission.

Ms. Ozols questioned the elimination of the roadside vegetative swale as a best management practice (BMP). Ms. Parulis responded that at the request of the Public Works Department and for practical purposes the roadside vegetative swale was eliminated. Ms. Ozols commented that there may be a need for this and she suggested that it not be eliminated at this time.

Ms. Parulis reported that the Town Planner Series is planning a Stormwater Strategies workshop in September. Woodard & Curran has agreed to be the presenter. Also, there is a Coastal Management workshop scheduled for June 30, 2010 in Clinton. The DEP will be presenting at this workshop.

GIS – Ms. Parulis reported that the Land Use Office has been testing a beta site over the last month. There are two new public access terminals; which will be located in the Land Use Office and the Assessor’s office. She will inform the Commission when the website is launched.

NEW BUSINESS: None.

BILLS:

General Accounts

POCD Rec. Sec. – N. Rudek	\$270.00
Engr. Woodward & Curran	
Stormwater Regs.	\$351.25
D’Aquila	\$767.50
Legal – Branse, Willis, Knapp	\$188.50
Printing – Ciel	\$132.30
GIS – Enterprise Comp.	\$2924.74
Meg Parulis – Conference	\$35.00
Mileage	\$229.90

Mr. Neale made a motion to pay the above bills from General Accounts as presented. Mr. Bassett seconded the motion. The motion passed unanimously.

Special Funds

POCD – Planimetrics	\$2,000.00
AH Study – Planimetrics	\$4,000.00
Applied Geographics, Inc.	\$529.29

Mr. Neale made a motion to pay the above bills from the Special Funds as presented. Ms. Ketelsen seconded the motion. The motion passed unanimously.

MINUTES

Mr. Neale made a motion to approve the April 12, 2010 meeting minutes, with corrections. Ms. Ketelsen seconded the motion. The motion passed unanimously.

Corrections: Page 2 – 4th paragraph – first sentence – should read: Mr. Neale was concerned that the salt/sand needed to maintain a longer road in the winter months would adversely affect the watershed.

Mr. Bassett made a motion to approve the May 10, 2010 meeting minutes, with corrections. Ms. Ketelsen seconded the motion. The motion passed unanimously.

Corrections:- Ashley – page 2 – bottom – Clarify that Ms. Jones does not have a real estate license; she has completed the Real Estate Principles and Practices course and has passed the state of Connecticut's License Exam.

REPORTS:

Inland Wetlands and Watercourses Commission – No report.

CRERPA – No report.

Harbor Commission – Mr. Bassett reported that the river has been dredged by the Army Corps of Engineers. He added that the DEP would not allow one area to be dredged. Overall, everyone is happy with the results.

Town Center Revitalization Committee – Ms. Ozols reported that the Adopt-a-Spot program is up and running. The Committee is working with the Garden Club to maintain areas. Also, two benches have been ordered.

Town Garage/Train Station – Ms. Ozols reported that the process is moving forward.

Status of Road Abandonment – Ms. Ozols reported that the BOS has discussed the Commission's recommendation and is reviewing same with Town Counsel. At the meeting today it was decided to hold a public hearing at a future date to be determined.

Ms. Ketelsen asked Ms. Parulis to investigate the status of the excessive number of U-Haul trailers being stored at Hamonassett Holdings.

CORRESPONDENCE: None.

ADJOURNMENT

Mr. Neale made a motion to adjourn the meeting at 8:29 p.m. Mr. Bassett seconded the motion. The motion passed unanimously.

Respectfully Submitted,

Suzanne Helchowski

