

**Westbrook Planning Commission
Regular Meeting Minutes**

February 11, 2019

**Mulvey Municipal Center, 866 Boston Post Road
Multi-Media Room**

MEMBERS PRESENT:

Marilyn Ozols, Chair; Phil Bassett, Secretary; Bill Neale (Regular Member), Tammy Niedzwicki (Regular Member), Eric Reeve (Regular Member)
Richard Newberg (Alternate Member), Bob Furno (Alternate Member)

M. Ozols called the meeting to order at 7:00 p.m.

- 1. A motion was made by P. Bassett to move item 2 under Other Business: Plan of Conservation and Development (POCD) Implementation Status / Strategic Objective Management to be the first item on the agenda. The motion was seconded by T. Niedzwicki and was approved unanimously.**

- a) POCD Implementation Management for Other Agencies**

- b) POCD Updated Implementation Management Schedule**

First Selectman Noel Bishop was present. M. Ozols explained that there was an error on page 2 of the POCD. The source of demand given was best practices when actually according to Public Act 18-82, that was passed last year, sea level rise must be included in the Resiliency Plan section of the POCD. The Plan must be completed by July 15, 2021. M. Ozols reviewed the segments of the POCD and explained that some of the items can be worked on in house and others must be worked on by other agencies. July 2021 is the deadline for the POCD.

N. Bishop thanked M. Ozols for working on the layout of the POCD. He asked if there was a point person to oversee the updates to the POCD to be sure it is completed in a timely manner. B. Neale said the Planning Commission is in charge. He asked N. Bishop if he could come to the PC meetings quarterly for updates. The Sidewalk Plan is nearly complete. A contract has been signed with the consultant for the Natural Hazard Mitigation Plan.

SUBDIVISIONS: None

TOWN AND GOVERNMENT AGENCY REFERRALS: None

SELECTMEN REFERRALS: None

ZONING REFERRALS:

Attorney Ed Cassella asked if Zoning Referrals 2 & 3 could be moved before Zoning Referral 1 on the agenda.

A motion was made by B. Neale to move Zoning Referrals 2 & 3 to go before item 1 on the agenda. The motion was seconded by E. Reeve and was approved unanimously.

- 1. (This was Item 2 on the agenda) ZC2018-0019. 1935 Boston Post Road, Landing of Floating Zone, PRD/HDR to PRD, to allow creation of condominium use.**

2. (This was item 3 on the agenda) ZC2019-001. 1935 Boston Post Road, Special Permit use, 20- unit condominium project with office/storage building.

M. Ozols explains that both items 2 & 3 are on the same site, so she suggested they be presented together. Attorney Ed Cassella presented. This development will be called Settlers Place. It is a companion development to Settlers Landing which was approved in 2013. They would like to overlay the property with the Planned Residential Development District. They would like Zoning Special Exception approval for the 20-unit condominium development. The architect for both developments will be the same. The wetlands are being restored. Plantings are on the plan for wetlands and drainage. All of the existing buildings are being taken down.

M. Ozols said that Commission members did not receive plans. Attorney Cassella brought Site Plans, the Landscape Plan and elevations. The Landscaping Plan serves as a good Site Plan as well. Attorney Cassella went over the layout of the proposed development using that plan as an illustration. There is going to be a storage building for residents and for Vista offices. The streetscape will look more residential due to the direction and layout of the building. They will look similar to the other Vista units that were already built which include small porches.

The units are going to be sold to members of families who are Vista clients. It's a private development. 20 of the 20 units will be added to the town tax base. There will be very little impact on town services. The Chapman Beach Association has been involved in the development of the plans for this development. The first development has had very little impact on the residents of Chapman Beach. There will be no storm water impacts.

Attorney Cassella explained why this project fits in with the goals and policies of the Plan of Conservation and Development.

Anyone can own a unit, but the occupancy of the unit must be for a Vista member. Vista is a non-profit. Vista will not be purchasing a unit.

The Zoning Commission will look at the development's compliance with the Zoning Regulations. This part of town is regulated for multi-family as opposed to single-family; more than one family occupying the same property.

M. Ozols requested a motion on ZC2018-0019. 1935 Boston Post Road, Landing of Floating Zone, PRD/HDR to PRD, to allow creation of condominium use.

A motion was made by B. Neale for ZC2018-0019. 1935 Boston Post Road, Landing of Floating Zone, PRD/HDR to PRD, to allow creation of condominium use to find the proposed landing of the PRD district CONSISTENT with the Plan of Conservation and Development recommendations to: This area should reflect Route 1 in density and uses, and not the residential area behind it; Actions Summary for Housing Choice 8.14 - seek opportunities to provide housing for populations with special needs. The motion was seconded by P. Bassett and was approved unanimously.

M. Ozols requested a motion on ZC2018-0019. 1935 Boston Post Road, Landing of Floating Zone, PRD/HDR to PRD, to allow creation of condominium use.

A motion was made by E. Reeve for ZC2019-001. 1935 Boston Post Road, Special Permit use, 20- unit condominium project with office/storage building to find the proposed landing of the PRD district CONSISTENT with the Plan of Conservation and Development recommendations to: ensure that new development or redevelopment enhances small town character; ensure sensitive site and building design; provide for a diverse mix of housing choices in quality, well-designed neighborhoods that accommodates the needs of the Town's residents; Actions Summary for Housing Choice 8.14 - seek opportunities to provide housing for populations with special needs; achieves a diverse and stable economy that is compatible with the Town's growth objectives (housing construction creates jobs, supports local businesses and increases the local tax base). The motion was seconded by P. Bassett and was approved unanimously.

3. (This was Item 1 on the agenda) ZC2018-0018. 362 & 372 Boston Post Road, Modification of Special Permit, parking, office/retail, boat slips.

Attorney Ed Cassella presented for the applicant Wetmore Marine. He said they have tried to arrange a meeting with the CT DEEP. This application is seeking to take down the main building which is partially over the coastal

jurisdiction line, reconstruct it in a conforming location in the SE corner of the property, reconstruct the clubhouse in the Northern portion of the property, define the parking area and landscaping, reconfigure the area up front to have a driveway which has one way in and one way out and add additional parking to facilitate the marina store. The plan shows additional parking on the western side of the property and a reconfiguration to reduce the number of boating slips.

Due to ongoing communication between the applicant and the CT DEEP, certain items in the proposal are not being requested at this time. Attorney Cassella said that everything proposed can be done inside of the coastal jurisdiction line, they can reconfigure the parking, have 104 parking spaces and reconfigure the building and the driveway. Many of the items cannot be done until they get CT DEEP approval.

He stated that at this point, the application has been modified to request to define parking, install landscaping, tear down and reconstruct the building and relocate it.

M. Ozols asked if the plan addressed the current issues with the CT DEEP consent orders. Attorney Cassella said they've been working on addressing the consent orders. Many of the orders don't relate to zoning. M. Ozols asked about placement for fill for parking on the western end of the property. Attorney Cassella said that has been removed from the plan. There will be no parking on the west.

M. Ozols said while improving the commercial boating district and the area surrounding area is great, the plan provided doesn't match the work being done. P. Bassett asked specifically about bathroom location. Attorney Cassella said they cannot get approval for the plan without septic approval by the CT River Area Health District (CRAHD) approval.

The CAM (Coastal Area Management) report from the CT DEEP is still forthcoming. Commissioners expressed concerns that it was hard to ascertain what was being included in this application since the plan submitted did not match what was described by Attorney Cassella for the scope of the application.

The Planning Commission would like more information about this application before considering approval. They would like to see what parking is existing and what is proposed. They would also like septic updates, to have Attorney Cassella eliminate modifications not approvable without CT DEEP approval, show the retaining wall, provide a better definition of materials, label elevation numbers and grade on the elevation drawings, show flood vents and indicate the flood zone (AE11) the property is located in.

The applicant will request an extension for Zoning since the Planning Commission decided not to take action at tonight's meeting. The applicant will return to the regular Planning Commission meeting at 7:00 p.m. on Monday, March 11, 2019.

BILLS:

GENERAL ACCOUNTS		SPECIAL FUNDS	
Recording Secretary	\$ 131.40		
CME Associates	\$ 4,000.00		
Planimetrics	\$ 1,500.00		

The Planimetrics bill was for work on the Sidewalk Plan. The CME Associates bill was for grant work. There was discussion about who will be in charge of grant writing. There has to be money budgeted for grant administration.

A motion was made by P. Bassett to pay the bills in the General Accounts as presented. The motion was seconded by E. Reeves and was approved unanimously.

MINUTES:

1. Regular Meeting – January 14, 2019

A motion was made by B. Neale to approve the January 14, 2019 meeting minutes as presented. The motion was seconded by T. Niedzwicki and was approved unanimously.

OTHER BUSINESS:

2. Sidewalk Plan - Status Update

There is a meeting scheduled for 7:00 p.m., Wednesday, March 13, 2019 with the consultant. The Public Works Director, John Riggio, will be invited.

3. Fiscal Year 2019-2020 Budget and Capital Requests

The budget will be heard by the Board of Selectmen at 4:00 p.m., Tuesday, February 12, 2019.

4. Community Connectivity Grant – Status update

The money is now going to Town Meeting for a vote at 7:00 p.m., Tuesday, February 12, 2019 weather permitting.

5. Hazard Mitigation Plan – Status update

GZA is working with the town to work to complete the data on the GIS information. E. Knapp has contacted a number of different departments in town to get their assistance in putting the plan together. There should be a meeting with the ad hoc committee to meet the September 2019 deadline.

6. Surface Transportation Act (TAP) potential projects – five-year period spanning FFY 2021-2025

Sidewalks are eligible for this grant. The project needs to be in the pipeline on the regional level. There is a minimum cost of \$500,000.00 for the project for grant funding. There is a 20% match for the grant which can include in kind work.

A motion was made by B. Neale to support going forward with a preliminary application to TAP. The motion was seconded by P. Bassett and was approved unanimously.

REPORTS:

1. Inland Wetlands and Watercourses Commission – E. Knapp reported that the IWWC has been dealing with the proposal for the Vista project. Heidi Wallace, IWEO, has been spending time putting together the open space grant proposal for Toby Hill Phase VIII.

2. RiverCOG –

3. Town Center Revitalization Committee – M. Ozols had nothing new to report.

4. Coordinator

E. Knapp said that there will be advertising for the Assistant Zoning Enforcement Officer and the part-time Land Use Technician positions. Currently the office is short staffed.

CORRESPONDENCE:

There was no new correspondence.

ADJOURNMENT:

A motion was made by B. Neale to adjourn the meeting at 8:24 p.m. The motion was seconded by P. Bassett and was approved unanimously.

Respectfully submitted,

Kathleen King, Recording Secretary