

**PLANNING AND ZONING COMMISSION
TOWN OF DEEP RIVER, CONNECTICUT**

Town Hall

174 Main Street

Deep River, Connecticut 06417

1. A **regular meeting** of the *Deep River Planning and Zoning Commission* held on Thursday, July 17, 2014 at the Deep River Town Hall was called to order at 7:30 p.m. Members present: Leigh Balducci, Jonathan Kastner, Janet Edgerton, Jane Samuels, Tom Walsh, Ben Whalen, Alternates Sara Denegre and Bruce Edgerton. Absent: David Basilone, Alternate William Burdick. Also present: Cathie Jefferson (Zoning Enforcement Officer), Nancy Howard (Recording Secretary). Jonathan Kastner recused himself for the meeting. Vice Chairman Tom Walsh was Acting Chairman. Acting Chairman Walsh seated Alternate Bruce Edgerton for David Basilone and Sara Denegre for Jonathan Kastner.
2. Approval of Minutes: A motion was made by Jane Samuels and seconded by Bruce Edgerton to approve the minutes of the regular meeting of June 19, 2014 as printed. Voted Unanimously. A motion was made by Janet Edgerton and seconded by Jane Samuels to approve the minutes of the public hearing of June 19, 2014 as printed. Voted Unanimously.
3. Payment of Bills: The following bills were received: Howard McMillan & Tycz, legal fees regarding Reynolds enforcement and Bartlett, \$2,643.47. A motion was made by Jane Samuels and seconded by Bruce Edgerton to approve payment of the bills as submitted. Voted Unanimously.
4. Correspondence: Janet Edgerton noted receipt of the following correspondence: (a) Conn. Federation of Planning and Zoning Agencies Quarterly Newsletter Summer 2014; (b) letter dated 7/14/2014 from Andrew S. Morrill, Special Services Section Manager, Bureau of Highway Operations, DOT, re Water Main Replacement at Kirtland Street, Main Street; (c) ZBA Public Notice of decision for meeting held on July 8, 2014 regarding applications by George G. Bartlett, Jr.; (d) letter dated 7/7/2014 from Erin Bogan, Associate Planner from the River COG regarding an amenity asset valuation project being completed within the region; (e) letter dated 7/3/2014 from Killingworth Planning & Zoning Commission regarding proposed amendments to the Killingworth Zoning Regulations; (f) minutes of the ZBA meeting of 6/17/2014; (g) minutes of the CIWC meeting of 7/10/2014 (sections were reviewed relating to applications before this commission).
5. George G. Bartlett, 444 Main Street (Map Lot): The public hearing has been continued to August 21, 2014 at 7:00 p.m. on Application #90 by George Bartlett.
6. Bradford & Tracy Hardy, 20 Hemlock Drive: A public hearing was held immediately prior to this meeting on Application #109, Application for a two lot re-subdivision by Bradford and Tracy Hardy for property located at 20 Hemlock Drive (Map 47, Lot 15-1). A motion was made by Jane Samuels and seconded by Bruce Edgerton to approve Application #109 by Bradford and Tracy Hardy as presented. ZEO Jefferson noted that the application meets all the requirements of the Subdivision Regulations. Action on Motion: Voted Unanimously in favor of approval.

7. John & Jane Olson, 39-41 Winthrop Road: Application #110, Application for three lot minor subdivision was received from John & Jane Olson for the property located at 39-41 Winthrop Road (Map 38, Lot 7). ZEO Jefferson noted that the Commission may not act on the application because the CIWC asked for additional information and could not present a report on the proposal. The applicant submitted a request for waivers of various requirements of the Subdivision Regulations. Dick Gates, L.S. and John Olson were present. Mr. Gates presented the proposal for the three lot subdivision of the existing houses. The 1"=100' map and the 30 scale maps for each lot showing the existing houses and facilities on each of the three proposed lots were reviewed. Letters of approval have been received from the Connecticut River Area Health District and Richard E. Leighton, Code Official with Fire Protection approval. Mr. Gates noted that CIWC review was completed in 2011 and since that time a minor modification was made to the plan. Structures are existing and no activity is proposed on the lots. The CIWC review is required. ZEO Jefferson noted that the CIWC may hold a special meeting prior to their next regular meeting. Mr. Gates noted that he will ask to be included on the agenda of the special meeting of the CIWC. The Commission reviewed the request from the applicant for waiver of the following subdivision requirements: (a) 2.a, Existing 2' contours; (b) 2.c Archaeological, historic and natural features; (c) 2.d Ledge outcroppings; (d) 2.i Existing forest trees, identification & proposed cutting and removal activities; (e) 4.b Proposed 2' contours; (f) 4.d proposed buildings, driveways & elevation information; (g) 4.i Existing and proposed storm drains, catch basins, manholes, ditches, headwalls, sidewalks, gutters, curbs and other drainage structures; (h) 4.k Location of any drainage discharge points onto the property from any street or other property; (i) 5.a Map information as required for a Coastal Site Plan under Section 4.7.4; (j) 5.b Map information as required for a Sedimentation and Erosion Control Plan as specified under Section 4.6.5; (k) 5.c Signature block for 5.b. A motion was made by Janet Edgerton and seconded by Jane Samuels to waive the requirements of the Subdivision Regulations as outlined in the letter dated May 5, 2014 from Richard W. Gates, L.S. on behalf of John & Jane Olson. Voted Unanimously. The application will be included on the agenda of the next regular meeting for possible action.

8. The Connecticut River Gateway Commission will make a presentation at the August meeting.

9. Reports: ZEO: ZEO Jefferson reported on the following matters:

(a) The Zoning Regulations incorporating the recent amendments are available and have been added to the Town website.

(b) Melody Ridge: Attorney Howard is working on the enforcement matter.

(c) Hazard Mitigation Plan: FEMA has responded that some minor revisions are needed to the Hazard Mitigation Plan.

(d) Construction on the new Dunkin Donuts may start in August.

(e) Discussion took place regarding procedural matters and the recent meeting of the Conservation and Inland Wetlands Commission (CIWC). The CIWC determined at the meeting that a permit application was required for the proposal by George G. Bartlett, Jr. at 444 Main Street. After the meeting the CIWC Chairman proposed issuing an administrative permit for the activity, which does not follow the decision made at the meeting. The P&Z will ask the CIWC to hold a special meeting next week regarding the Bartlett application. If an application for permit is accepted at the special meeting of the CIWC, the 15 day waiting period would lapse before the next regularly scheduled meeting when action could take place.

Chairman: Jonathan Kastner noted that the water main is going to be replaced on Kirtland Street from Main Street to Read Street. The work was going to be done in conjunction with the sewer expansion, however, the bids came in high on the sewer project and changes may have to be made.

10. Executive Session: A motion was made by Jane Samuels and seconded by Janet Edgerton to enter into Executive Session at 8:16 p.m. regarding pending litigation. Voted Unanimously. The regular meeting resumed at 8:20 p.m. Acting Chairman Walsh noted that there was discussion only and no action or votes were taken.

11. A motion was made by Jane Samuels and seconded by Sara Denegre to adjourn at 8:21 p.m. Voted Unanimously.

Respectfully submitted,
Nancy J. Howard
Recording Secretary