

APPROVED FINAL MINUTES OF REGULAR MEETING
DECEMBER 16, 2013 PLANNING AND ZONING COMMISSION

Chairman, Robert Maquat, called the meeting to order at approximately 7:08pm
Regular Members present: Robert Maquat, Steve Carlson, Robert DeVellis and Wallace
Williams (arrived at approximately 7:10pm)
Regular Members absent: Milan Spisek
Alternate Members present: Ross Ogden
Alternate Member absent: Raymond Martin
Town Officials present: John Hayes, Land Use Director and Edward Nagy, Town Engineer.
For the record: Chairman Robert Maquat appointed Ross Ogden to vote for Milan Spisek.

ADMINISTRATIVE MATTERS:

4) Request for additional 90 day extension of Conditional Permit Z-11-4268, Pasquale Feola, 664 Sport Hill Road. The Chairman read a letter received from Pasquale Feola dated December 11, 2013 requesting an additional 90 day extension. Motion was made by Robert Maquat, seconded by Robert DeVellis, to approve the request for an additional 90 day extension to complete the construction of a new dwelling at 664 Sport Hill Road, for a period of 90 days from the extended due date of January 16, 2014. The vote was unanimous, 5-0, motion carried.

OTHER ITEMS FOR DISCUSSION/POSSIBLE ACTION:

3) State-mandated merger of regional planning agencies. (Deadline for local response is January 1, 2014.) The Land Use Director, John Hayes, stated that he had spoken with the Executive Director of the Greater Bridgeport Regional Council, Brian Bidolli. Mr. Hayes was advised that Greater Bridgeport was seeking to merge with South Western Regional Planning Agency and the Housatonic Valley Council of Elected Officials, but was not accepted. Mr. Hayes reported he had spoken with Dan Morley of the State Office of Policy and Management regarding the process of merging with other planning regions. Mr. Morley forwarded two letters from OPM that were recently sent to the chairpersons of the South Western CT Regional Planning Agency and the Housatonic Valley Council of Elected Officials, approving the voluntary merger of their respective planning regions to form the Western Connecticut Planning Region. Mr. Hayes reviewed with the Commission parts of OPM's "Status Report, Analysis of the Boundaries of Logical Planning Regions", specifically the two alternatives for Easton, A and B: Scenario A - SWRPA/HVCEO/GBRC and Scenario B - GBRC / COGCNV / Valley. The Commission determined by consensus that Mr. Hayes should send a letter to the Board of Selectmen recommending that Easton endorse Scenario "A" and request to be included in The Western Connecticut Region, with a copy to OPM, GBRC, SWRPA and HVCEO as this response is time sensitive.

ADMINISTRATIVE MATTERS (continued):

1. ZEO Report- None

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ADMINISTRATIVE MATTERS (continued):

2. 55 Silver Hill Road – The Chairman gave the Commission and the members of the public an update on 55 Silver Hill Road and stated he had met with Bill Martin, Building Official, who reported that 55 Silver Hill Road appears to be in compliance with the State Building Code. The Chairman stated that Attorney Bloom would issue a response to the Confidential Communication received from Peter V. Gelderman, Esq. regarding 55 Silver Hill Road.

OTHER ITEMS FOR DISCUSSION/POSSIBLE ACTION

- 1) Discussion/possible receipt of Proposed amendment to the Easton Zoning Regulations: Amend Section 7.12 of the Easton Zoning Regulations, SPECIAL EXCEPTION FOR PRE-EXISTING FARM AND FOREST ACTIVITIES, subsection 7.12.2 concerning processing and sale of forest and tree products. The Chairman noted that the applicant would be withdrawing the proposed amendment to the Easton Zoning Regulations.
- 2) Review and possible approval of Certificate of Zoning Compliance and final site plan to be filed in the Easton Land Records for Easton Village Store, 438/440 Sport Hill Road. The Land Use Director stated that the site plan entitled “Zoning Location Survey Prepared for Marsel Huribal, ‘Easton Village Store’, #438 & #440 Sport Hill Road, Easton, CT, November 6, 2007”, last revised 12/10/13 now shows twelve 6’ White Pines at the southwest corner of the property for screening, and is complete except for a signature block. The Commission reviewed a letter dated November 19, 2013 from Marsel Huribal to John Hayes which was in response to John Hayes’s memo of October 24, 2013. Motion was made by Robert Maquat, seconded by Steve Carlson, to approve the revised site plan entitled “Zoning Location Survey Prepared for Marsel Huribal, ‘Easton Village Store’, #438 & #440 Sport Hill Road, Easton, CT”, last revised 12/10/13 subject to inclusion of the details of the November 19, 2013 letter from Marsel Huribal to John Hayes. The vote was unanimous, 5-0, motion carried.

PUBLIC HEARING: Chairman Robert Maquat opened the following public hearing at 7:37PM and read the legal notice for the record:

Special Permit Application, SP-13-05, Town of Easton, Lessor, and Easton Country Day School, Lessee. Proposed amendment to Special Permit #05-07, granted September 28, 2005, for conduct of a Private School to serve Grades Pre-K through 12, pursuant to Easton Zoning Regulations Section 7.4, located at Old Staples School, 660 Morehouse Roads as follows:

- To provide educational facilities for “Pre-kindergarten” day-care children, located at the “Portable Classrooms Pre-K” building, for 70 children;
- To increase the enrollment and facilities for students in the School’s K-8 division, located in the southerly portion of the former Staples School, to 120 students;
- To provide educational facilities for Grades 9 through 12 students, located in the north wing of the former Staples School, for a maximum of 60 students in the School’s Grades 9-12 division; and
- To enlarge and expand on-site parking facilities in accordance with a plan entitled “Site Plan Showing Additional Space To Be Utilized By Easton Country Day School, 660 Morehouse Road, Easton, CT., November 15, 2013”, as amended 11/25/2013.

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PUBLIC HEARING: (continued)

Mr. Richard Smith was present on behalf of the Easton Country Day School, Applicant and Lessee of 660 Morehouse Road. Mr. Smith briefly discussed the application and referenced the submitted site plan entitled "Site Plan Showing Additional Space To Be Utilized By The Easton Country Day School, 660 Morehouse Road, Easton, CT, November 15, 2013", last revised November 25, 2013.

The Chairman noted the following items received for the record:

1. Narrative letter of the special permit application, "Application for an "Amendment to Special Permit Application SP-05-07", three pages in total, applicants, Easton Country Day School, Easton, CT (Lessee) and Town of Easton, Easton, CT (Lessor).
2. Comment from Polly Edwards, Health Officer, received December 16, 2013.
3. Comment from Chief of Police, James Candee, dated December 9, 2013.
4. Two page set of site plan maps:
 - a. "Site Plan Showing Existing Space Leased To The Easton Country Day School, 660 Morehouse Road, Easton, CT, November 14, 2013."
 - b. "Site Plan Showing Additional Space To Be Utilized By The Easton Country Day School, 660 Morehouse Road, Easton, CT, November 15, 2013", last revised November 25, 2013.

Town Engineer, Edward Nagy, present in the audience, stated he did not have any comments at this time but that he had questions regarding the number of high school students and the number of students who drive to school. Mr. Nagy noted that the number of cars parking at the school site has gone up significantly in the past two years and that parking has become an increasing problem.

The Commission discussed. It was noted that there was no official allocation of parking spaces nor would there be going forward.

The Commission discussed the current number of students attending ECDS and the amount being sought under the amendment to special permit. It was noted that the Commission needs to know the maximum enrollment to determine whether the parking capacity can accommodate the numbers sought. The Chairman noted that there had been no response yet from the Fire Department as well as the Town Engineer and that it would be helpful to know the maximum proposed enrollment capacity as well as the of each school, Pre-K, K-8, and 9-12.

The Commission discussed the proposed parking expansion that was to be done in phases. The Town Engineer noted that the proposed parking expansion would need to be funded before it could be completed.

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PUBLIC HEARING: (continued)

The following neighbors spoke:

1. Laurie Mellen of 211 Center Road
2. Anne Mazzone of 199 Center Road
2. Gail Thiede of 25 Stanczyk Drive

The Chairman stated that the public hearing would be recessed until Monday, January 13, 2014, at 7:30pm at the Easton Town Hall Conference Room, 225 Center Road, in order to allow for responses from the Fire Department and the Town Engineer.

ADMINISTRATIVE ITEMS:

3. Minutes of Meetings: 9/16/13, 9/23/13, 9/30/13, 10/21/13, 10/28/13, 11/25/13 and 12/09/13.
Minutes for Regular Meeting 9/16/13– Motion was made by Steve Carlson, seconded by Wallace Williams, to approve the minutes of the Regular Meeting of 9/16/13, as amended. Robert DeVellis did not vote as he was not present at that meeting. The vote was unanimous, 4-0, motion carried.

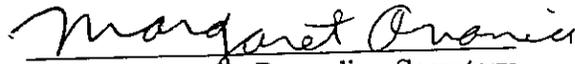
Minutes for Special Joint Meeting 9/23/13– Motion was made by Steve Carlson, seconded by Robert DeVellis, to approve the minutes of the Special Joint Meeting of 9/23/13, as amended. Ross Ogden did not vote as he was not present at that meeting. The vote was unanimous, 4-0, motion carried.

Added to the Agenda: Motion was made by Robert Maquat, seconded by Wallace Williams, to add a discussion of the Master Plan for the Town-owned Morehouse Road property. The vote was unanimous, 5-0, motion carried. The Land Use Director, John Hayes noted that he had met with Athan Crist and Steve Lichtman regarding the construction of a building at the Morehouse Road property, approximately 20' x 40', to provide facilities for use by the users of adjacent fields, funding to be through the "Friends of Easton". This item will be discussed at the next meeting and John Broadbin of the Park and Recreations Commission will be invited to attend to discuss the plans of the Parks and Recreation Commission.

At approximately 9:00PM motion was made by Robert Maquat, seconded by Steve Carlson, to go into Executive Session to discuss pending litigation. Ross Ogden left the meeting. The vote was unanimous, 4-0, motion carried.

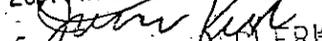
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At approximately 9:30PM motion was made by Robert Maquat, seconded by Steve Carlson, to terminated the Executive Session. There being no other business to conduct, a motion was made by Robert DeVellis, seconded by Wallace Williams, to adjourn the meeting. The vote was unanimous, 4-0, motion carried.


Margaret Anafia, Recording Secretary

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