

APPROVED FINAL MINUTES OF REGULAR MEETING
JANUARY 27, 2014 PLANNING AND ZONING COMMISSION

Chairman, Robert Maquat, called the meeting to order at approximately 7:00pm

Regular Members present: Robert Maquat, Steve Carlson, Robert DeVellis and Wallace Williams

Regular Members absent: Milan Spisek

Alternate Members present: Ross Ogden and 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 ITEMS:

1. ZEO Report- Received memo dated 1/27/14 from ZEO, Phillip A. Doremus; see Item #4.
4. Bond release reports- The chairman noted and read for the record a report from the ZEO regarding the requested bond releases which the Chairman read for the record. The Town Engineer, Edward Nagy, was also present and stated that the subdivision bond release for Frank Minardi, 53 Ridgeway Road, was not ready to be released yet; it should be available in March. Mr. Nagy stated that he was in the process of reviewing the subdivision bond release for "Big Lakes Estates"; a report should be received by the next meeting in February, February 10, 2014.
2. 55 Silver Hill Road – The Chairman gave the Commission and the members of the public an update on 55 Silver Hill Road. A Confidential draft response had been received from Town Counsel. The Chairman read this response into the record. The Chairman stated that the property had been reviewed by Town Officials. The next step is to get affidavits from opposing Counsel to confirm the facts that were represented to Town Officials and Town Counsel.
3. Helen Keller Middle School Signage - Request by PTA for the replacement of the identification sign. Bettina Grob and Shannon Barnett of the PTA were present at the meeting and stated that the replacement of the sign was part of their groups efforts on beautification of the grounds. It was suggested that the sign remain the same size as it is grandfathered. The Commission stated that the PTA shall seek input from the Board of Education, the Easton Community Center and Parks and Recreation Department regarding the proposed sign.

It was also suggested that they leave the sign in the same location; the police review the sightlines regarding the placement of signs on Town property to make sure they are safe.

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CONTINUATION OF PUBLIC HEARING: Chairman Robert Maquat opened the following public hearing at 7:37PM that was recessed from 1/13/14 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.

Mr. Richard Smith was present on behalf of the Easton Country Day School, Applicant and Lessee of 660 Morehouse Road.

The Chairman noted the following items for the record:

1. Memo from Bruce Bombero, Sr., Deputy Director of Public Works, dated January 27, 2014 regarding the Easton Country Day School with accompanying plan, in color, which depicts the proposed parking at the school and the elimination of the North entrance.
2. E-mail dated 1/27/14 from Schuyler Sherwood with accompanying plan, in color, with the notation of the Fire Dept. approval.
3. One page document entitled "Easton Country Day School Staffing & Students" submitted by Richard Smith 1/27/14.

Edward Nagy, P.E., Town Engineer, discussed the changes made on the plan regarding parking and the elimination of the north entrance. Discussion was held regarding the completion of the proposed parking plan through phases.

Mr. Richard Smith discussed his submission. The Commission discussed the necessity for accurate enrollment and staffing. It was determined that the proposed parking should be sufficient based on current enrollment figures plus 15%.

Neighbor, Laurie Mellen, 211 Center Road, spoke at the hearing.

The Land Use Director discussed his memo to the Board of Selectmen dated 9/13/13 regarding the proposed parking.

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CONTINUATION OF PUBLIC HEARING:

Mr. Smith stated that he has to comply with his lease and his lease states that he must comply with Zoning Approvals. He will do whatever is necessary.

There was further discussion on the items needed to be completed regarding the proposed parking plan. The Chairman stated that there needs to be cooperation in the sharing of the parking spaces and a coordination of events. It was suggested that two Commission members meet with the Board of Selectmen regarding funding and develop a timeline for completion.

The public hearing was closed.

ADMINISTRATIVE ITEMS (continued):

5. Proposed amendment to Z. R. 7.12.2. The draft was reviewed by Town Counsel and was found to need a couple of changes regarding the definitions of "majority owner" and "essential public service". The Commission made several changes. The revised draft will be circulated.

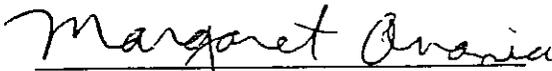
PLANNING MEETING

Items deferred from Commission Meeting of January 13, 2014:

- 1) Master Plan for the Town-owned Morehouse Road Tract
Report on 12/16 meeting with Park and Recreation Commission. Draft plan for discussion. The Land Use Director briefly discussed the progress on this item.
- 2) The Town "Center" at Sport Hill and Center Roads
Concept plans and possible regulatory standards to be discussed. The Land Use Director discussed the need for a set of site plan standards which would effect all of Easton.

At approximately 9:30PM motion was made by Milan Spisek, seconded by Wallace Williams, to go into Executive Session to discuss pending litigation. Ross Ogden left the meeting. The vote was unanimous, 4-0, motion carried.

At approximately 10:00PM motion was made by Milan Spisek, seconded by Wallace Williams, to terminate the Executive Session. There being no other business to conduct, a motion was immediately made, to adjourn the meeting. The vote was unanimous, 4-0, motion carried.


Margaret Anahia, Recording Secretary

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2014 MAR 11 P 2:17


TOWN OF EASTON, VERMONT

calendar @ 2:45

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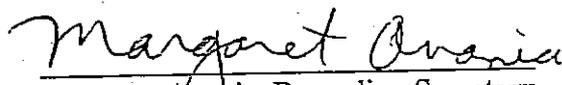
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