

# 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, January 21, 2010 at the Deep River Town Hall was called to order at 7:30 p.m. by Chairman Jonathan Kastner. Members present: Leigh Balducci, Nancy Fischbach, Tom Griffin, Jonathan Kastner, Jane Samuels, Janet Edgerton, and Alternate John Attridge. Absent: Tom Walsh. Also present: Cathie Jefferson (Zoning Enforcement Officer), Nancy Howard (Recording Secretary), Christine Scruggs, VMD, and David Scruggs.
2. Approval of Minutes: A motion was made by Nancy Fischbach and seconded by Janet Edgerton to approve the minutes of the public hearing and regular meeting of December 10, 2010 as printed. Voted Unanimously.
3. Payment of Bills: The following bills were received: Nancy Howard, clerical services, 12 ½ hours; and Hartford Courant, legal advertising, \$59.40. A motion was made by Nancy Fischbach and seconded by Jane Samuels to approve the bills as presented. Voted Unanimously.
4. Correspondence: Secretary Edgerton noted receipt of the following correspondence: (a) letter dated 1/20/10 from ZEO to Denise Dudek regarding complaints of storage of construction equipment on property at 31 Stanwoll Hill Road; and (b) Memo dated 1/21/10 from the ZEO to the Commission regarding Special Permit Applications #58 and 59.
5. Christine Scruggs, VMD, 171 Winthrop Road (Map 33, Lot 5A) - Application #58: A public hearing was held prior to this meeting on Application for Special Permit by Christine Scruggs, VMD for the purpose of establishing a small animal veterinary clinic at 171 Winthrop Road. Commission members reviewed the memo from the ZEO consisting of comments regarding the application. A motion was made by Nancy Fischbach and seconded by Janet Edgerton to approve the application subject to the following conditions: (a) stipulation by the Fire Marshal that a fire alarm system be provided and maintained; and (b) recommendation by ZEO that exterior lighting be full cut off fixtures with all spots to be motion sensitive after 10:00 p.m. Voted Unanimously.
6. Mark Kehlenbach, 455 Main Street (Map 65, Lot 3) - Application #59: The public hearing on Application for Special Permit by Mark Kehlenbach has been continued to February 18, 2010 at 7:15 p.m.
7. Village District Regulations: Nancy Fischbach updated the Commission concerning the status of the village district regulations. Meetings are going to be held with three focus groups to discuss the concept of the proposal and obtain feedback. The first group meeting will be held on March 4<sup>th</sup> with the three Selectmen, and one or two representatives from Town Boards and Commissions. The second meeting will be on March 22<sup>nd</sup> with some commercial property owners within the area of the proposed district. The third meeting will be held with some residents in the proposed area. The boundaries have not yet been determined.

8. Audience: None

9. Reports: (a) Attorney: No report.

(b) Engineer: No report.

(c) Chairman: Chairman Kastner noted that he attended the first meeting of the Design Advisory Board. The Board is working with the Veterans Memorial Green Committee for a design to expand the honor roll to include the names of all Deep River residents in the military who have served in conflicts. Peter Howard has proposed a photographic survey of historic buildings in town. The project may be a photo contest for students at the High School. Another project that the Design Advisory Board will be working on is the addition to the Fire House. The Fire Department may try to incorporate the existing house into the addition. The purpose of the Design Advisory Board is to review new applications in an advisory position with no involvement from Planning & Zoning members. ZEO Jefferson noted that the Streetscape Committee would be the Committee to seek funding and grants for projects.

(d) ZEO: ZEO Jefferson presented a monthly report to the Commission dated 1/21/10, list of three administrative permits issued during the month, and a list of all permits issued in 2009. Interior demolition has started for expansion at Adams; an application will be required for changes to the outside of the building. The ZEO noted that an application for special permit will be presented at the next regular meeting for a rear lot on Cedar Swamp Road.

(e) Planning/Regulations: The Committee meetings held have been regarding the Village District and have been on a different meeting schedule.

10. A motion was made by Jane Samuels and seconded by Nancy Fischbach to adjourn the meeting at 8:10 p.m. Voted Unanimously.

Respectfully submitted,

Nancy J. Howard  
Recording Secretary