

**MINUTES FOR ONE (1) PUBLIC HEARING OF THE
PLANNING & ZONING BOARD
HELD TUESDAY, FEBRUARY 17, 2009; 7:30 P.M.
CITY HALL AUDITORIUM, 110 RIVER STREET, MILFORD**

The Chair called to order the Public Hearing of the February 17, 2009 Planning and Zoning Board at 7:30 p.m.

A. PLEDGE OF ALLEGIANCE

B. ROLL CALL

MEMBERS PRESENT: Frank Goodrich, Janet Golden, KathyLynn Patterson, Kim Rose, Kevin Liddy, Susan Shaw, Greg Vetter, Victor Ferrante, Jeanne Cervin, Chair.

NOT PRESENT: Mark Bender

ALSO PRESENT: David Sulkis, City Planner; Emmeline Harrigan, Assistant City Planner; Phyllis Leggett, Board Clerk.

C. PUBLIC HEARING CLOSES BY 3/24/09

1. **PLAINS ROAD – MILFORD CORPORATE CENTER PHASE II (ZONE DO-10)** Petition of Kevin J. Curseaden, Esq., on behalf of Jay Patel, for 1) A Special Exception to construct and operate a conference center building, one hotel and one hotel pad; 2) A Special Permit to to construct a conference center building, one hotel and one hotel pad and 3) A Site Plan Review, on Map 52, Block 939, Parcel 35C, of which WDC Milford Associates, Ltd. is the owner.

Kevin Curseaden, Esq., Stevens, Carroll & Carveth, 26 Cherry Street, Milford. Representing the applicant Jay Patel. **Background:** Project started over two years ago. Met with city officials, Planning and Zoning staff and other City departments and after many revisions, the applicant wants to build a conference center, a hotel and a hotel pad. The hotel pad will be a separate application in the future. A Special Permit is necessary for the two hotels due to the DO-10 regulations. A Special Exception is required for the conference center.

Notice requirements have been met.

A Traffic Study was done by Wilbur Smith Associates, however, traffic will be controlled by the State Traffic Commission (STC) at this site. Due to the proximity of the I-95 off ramp and the pre-existing STC approval must be amended, the STC has the authority and control of the off-site traffic.

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In June of 1998 there was a minor amendment to the Special Permit granted to record a division of land pursuant to sec. 3.6.4.3. This is relevant because the three waivers requested for this project fall under that previous approval. There was also an amendment to the previous site plan approval in June of 1998 to amend parking to relocate 30 spaces from the site where the existing four-story corporate building is located onto the applicant's site. The plan proposed addresses that and covers that approval.

Adjoining property owners within this complex have been in agreement with the concept of this development. The plans have been forwarded to those property owners to review. They have not gotten back to the applicant at this time.

Requesting three waivers: 1) To allow a 96 room hotel where there is a 100 room minimum; 2) Side yard setback for a principal use and; 3) A side yard setback for an accessory building (loading space). The last two fall under the record division of land pursuant to sec. 3.6.4.3. Mr. Curseaden read this section pertinent to the DO-10 zone and stated the proposal meets all the requirements for the waivers.

Applicant will not be doing this project in phasing. Mr. Patel would like to build the conference center first and then the hotel. Banks who would finance the construction want the hotel to be built first. If he can build them simultaneously, he will. If he can build the conference center first, he will, so there may be sequencing of the construction. If that happens, a sequencing plan will be filed with the City Planner.

Raymond A. Macaluso, President, Westcott and Mapes, 142 Temple Street, New Haven. Provided the Board with the overview site plan of the property in question. Located at Exit 36, southbound on I-95. Corporate center entrance is on the right hand side right off Plains Road. Area is 32.48± acres with three various lots. One existing 3-story office building on 16.18 acres and a 2-story manufacturing building on 3.5± acres.

The proposed site is 13.25 acres upon which a 2-story, 40,280 SF conference center and a proposed 4-story, 63,280 SF Holiday Inn Hotel will be constructed. The occupant of the hotel pad has not been determined at this time. The footprint of the pad may be decreased, but it will not be increased.

Access to the site is via Plains Road. Not proposing any additional entrance or exit to the site. Will use the existing emergency entrance/exit that is located on the other parcel as well. Via the site plan display he indicated a dirt path with broken pavement, which will not be used at all for any access, emergency or otherwise. 577 parking spaces will be provided, which includes 16 handicapped

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spaces. That will provide a surplus of 90 parking spaces for the hotel to be built in the future.

The aisles will be 28-feet wide, where 24-feet has been the industry standard. This will aid traffic congestion on the site and will help emergency access around the total site. This plan has met well with the Police Traffic and Fire Departments.

Have received all City department approvals. An extensive and sophisticated drainage system has been designed. The design is a stormwater vortex, galleries to clean and to detain the storm water that will eventually drain into the lily pond. The system will collect all the debris and cleanse the water before it goes into the lily pond. There will be no adverse effects on the hydraulics. There had been concern by the nearby residents concerning digging and blasting when the previous complex was being developed. One of the stipulations, which Mr. Patel has agreed to, is that a member of Westcott and Mapes will be on the construction site full-time, at all times, to make sure this site is constructed in accordance with their plans and specifications. Three generator pads have been provided for backup generators, in the event of an electricity outage. One generator for each building set on a 10'x10' concrete pad with a decorative fence that the Board can select. The dumpsters will be against the building and have been designed to have the same façade as the buildings.

The lighting plan meets all the planning and zoning requirements. There will be zero spillage onto Ford Street. There will be no light spillage impact for the neighbors on Ford Street.

Traffic Improvement Plan: Mr. Macaluso, Sharat Kalluri of Wilbur Smith Associates met with Sgt. Sharoh of the Police Department and had a preliminary meeting with DOT. DOT came up with the design for the entrance and exit from the corporate center onto Plains Road. The driveway exit will be maintained. Restriping will be done for right and left turns onto Plains Road and the Boston Post Road and to I-95. The curb will be widened and reconfigured. The sidewalk will be redone as well. The police department's only concern at this time is a sight line distance which will be addressed with the adjacent property owners.

Signage will be distinct cantilevers. Will be very clear for drivers on I-95 and US 1. The area will be improved to accommodate the vehicles that will be traveling to the site.

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Although the building may be done in sequence, the utilities, drainage and sanitary sewer lines will be put in at the beginning for the entire site. No utilities will be added after building construction.

Summary: Not impacting any entrance or exit onto Ford Street. Vehicle access is on the adjacent property. There will be no fencing, keeping the buffer natural in accordance with the request of Inland Wetlands. There will be a fence and a retaining wall parallel to I-95.

John Wicko, Architect, 50 Broad Street, Milford. Project architect responsible for the banquet and conference center. This building will be located on the most prominent portion of the site as you enter the driveway. Idea is for this to be the jewel of the project based on its importance to Milford as a facility to be used; one that is greatly needed. Upon entering the site the driveway directs attention to the conference center itself. Two towers which have the grand stair hall behind that. There will be an inverted curved entry with a covered walkway. It is a prominent focal point in the center of the three different buildings. The facility is designed for weddings, meetings, parties, business functions, trade shows, as well as smaller functions.

Described the floor plan: Basement has 8,800 SF of usable area for employees - lavatories, lounges, elevator access; kitchen related use - utility rooms, coolers, freezers, storage.

First floor entrance at grade level with an entry pavilion going into a grand hall with a symmetrical stairway that will go through a double height space. At the center of the hall a waterfall with a sculpture at the head of the stairway is being proposed as a focal point. The large banquet room can be adjusted for different size functions. 680 occupants can be housed on this level. Described the other areas on that floor for various uses related to the functions that will be held.

Second floor – additional function rooms which can be adjusted for many different functions, i.e. trade shows, business meetings, seminars, conference rooms. Elevators for the public and an oversized elevator to handle accommodating the functions.

Building designed in three sections. Low building with imperial design. Desire to make the buildings distinct yet compatible. Used the same stone material for the buildings. Used EFOS material in different colors for different trim. Described the roofing material and location of the air conditioning, which will not be seen.

The building height is 36.6' at the center and 31.8' at the two smaller wings. 60' height is allowed.

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Dumpster enclosure is behind the kitchen and is built into the side of the building.

David Pokras, Architect, 98 Main Street, Southington, CT. Architect for the full-service Holiday Inn. Building will have four stories, a partial basement limited to storage areas and laundry. The entire first floor is public space with a swimming pool, fitness center, business center and lobby. It will also have a restaurant, lounge, patio and meeting rooms. No guest rooms on the first floor. 96 guest rooms are spread out over the second, third and fourth floors.

The roof area over the first floor will be constructed with many ecologically green materials. It will be a "green" roof in that it will also have drainage and irrigation systems for the plantings that will be planted on the roof. The third and fourth floors will have variations of the "green" roof. The ecological, recycled materials being used for the roofs and other portions of the hotel was described. Moulding and the use of EFOS will be used to keep the building from having a "boxy" look. The Holiday Inn franchise has its standards which will be followed especially in all respects.

Stephen Wing, Landscape Architect, 26 Crown Street, Milford. Large site which seems larger because they are borrowing space from the Lily Pond and other properties that are not subject to this application. A lot of space to be used. Nearest distance from the closest building to the Plains Road Conference Center is 320 feet. The space between that portion of the site that is developed on Ford Street is wooded. The portion of the site being utilized is largely hidden from I-95 because that portion of property is lower than I-95 and there is a bit of a berm that was left from the highway construction, which separates those parts. The landscape plan was designed to comply with the zoning regulations.

A key component is shade in the parking lot. Over 100 shade trees will be deployed throughout the parking area to reduce heat and glare and help define spaces. Landscaping adjacent to the buildings. Evergreen and deciduous shrubs. Large amount of planting will be done to improve the environment. Condition of approval from the Wetland Commission was to supplement or create wildlife enhancement plantings to double the size of the small wetland area in the middle of the site that is being destroyed. He showed via the display the three different areas where the planting will take place: By the pond and adjacent to the wetland areas in the woods between Ford Street and the developed portion of the site. These plants will strengthen the buffer between Ford Street and the developed portion of the area. There will be 400 shrubs that will be used.

Spoke about the green roof areas of the hotel. The area above the breakout space at the second floor level is almost 1000 SF. The ledge at the third floor level is approximately 300 SF. Described the plants that will be used.

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Mme. Chair: Asked Mr. Sulkis for his comments.

Mr. Sulkis: Very good project. Has always heard that Milford has no conference facility. Milford businesses and organizations presently have to go out of town for this service.

Mr. Liddy: What is the purpose of the plantings on the roof?

Mr. Wing: They will reduce heat and glare. The landscaped area will be on a portion of the roof which will be visible from approximately half the rooms of the Holiday Inn and from hotel that will be located on the pad site.

Mr. Liddy: Asked why the conference center did not have a portico for protection from inclement weather, as the Holiday Inn will have. Asked if there would be valet parking.

Mr. Wicko: Due to some site constraints they were prohibited from going out over the location where the parking aisles are. The circulation for the site prohibited that kind of blockage due to use by emergency service vehicles. There will be no valet parking.

Mrs. Patterson: Flow of people coming out of the first floor of the conference center that are able to go onto the patio, will they be kept on the patio area or linger in the parking lot?

Mr. Wicko: People can linger and exit the building through the main entrance. The other areas that he spoke about were basically pocket gardens that people could access in order to get fresh air. Those areas will be for private use of the functions that will be held in those rooms, not for public access.

Mrs. Golden: Asked if the environmental quality of the Lily Pond would be affected due to the proposed drainage system of the project.

Mr. Macaluso: Responded by describing the sophisticated system that will be implemented to cleanse and take care of the debris that is now going into the pond. Hydraulically and from an engineering standpoint, it meets all the criteria of the City of Milford for zero increase on the site. Calculations will ensure that the lily pond will receive the same flow of water that it is receiving today. However, it will be cleaner because the new system will be cleaning the debris without raising the level of the pond. There will be no damage to the environment.

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Mr. Vetter: Asked if there are two other outlets going into the wetlands. Asked if there were any other exits into the wetlands.

Mr. Macaculso: Just into the lily pond. The other water is maintained by the natural runoff. A portion of the parking lot runoff will be captured and go into the other wetlands. The former City Engineer and other departments that reviewed the plans approved how the system would work.

Mr. Macaluso showed on the display how the water will run off from the proposed site into the wetland area. There will be zero increase in runoff.

Ms. Shaw: Asked if the hotels' success will be based on the success of the conference center.

Mr. Macaluso: Not necessarily. One will complement the other.

Mrs. Patterson: Air conditioning units will be outside or on the roof of the hotels and conference center. How much noise will be generated for Ford Street residents?

Mr. Wicko: Many small units will be used for the conference center. Self sustained smaller rooftop units will be used to heat and cool the building. No big rooftop chiller will be used.

Mr. Pokras: Mechanical equipment will not be visible from the ground. Visible from helicopters. Each room has its own heating and a/c system designed into the window arrangement through the interior of the wall.

Mrs. Patterson: How will they maintain the emergency exit?

Mr. Macaluso: The emergency exit that will be used is on the adjacent property. It is gravel with a chain across it. This is not an access from Mr. Patel's property.

Mr. Curseaden: This is part of an easement agreement with the adjoining property.

Mr. Macaluso: It will be used by all three sites. The Police and Fire Departments did not feel another emergency access would be needed.

Ms. Rose: Asked about a building on one side of the conference center that looked totally different from the rest of the building.

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Mr. Wicko: Described the area that was part of the conference and meeting rooms. The design intention was to add some variety to the architecture and break down the scale of the building.

Ms. Rose: Asked about the emergency service access route on Ford Street and/or Plains Road.

Mr. Macaluso: The two parcels will be tied together through cross-easements, which provide a sufficient access to both properties. The police department and fire marshal did not feel it would be necessary to have another entrance.

Mr. Liddy: Asked about stop signs and traffic lights at the Plains Road entrance. Asked how snow removal would take place in the 500 space parking lot.

Mr. Macaluso: The existing lights will be re-synchronized and cycles will be increased. Pointed out to the areas provided for snow shelves where snow will be placed. Mentioned that the drainage system catch basins will catch and clean any snow runoff that might contain sand and salts.

Mr. Ferrante: Asked about public traffic entering the emergency access. Asked about maintenance of the catch basin system.

Mr. Macaluso: There is a locked chain gate across the emergency access. There is a key lock at the gate which the Police and Fire Departments have keys to. Mr. Patel will have to comply with a regular maintenance schedule and submit reports to the Inland Wetlands Department.

Mr. Ferrante: Asked about the smoking patios which will be outside the conference rooms. Asked about noise to the neighbors on Ford Street.

Mr. Wicko: These will provide a means for the people to step outside the conference room for fresh air without having to exit through the large building. These areas are small and are not meant for planned activities.

Mr. Ferrante: Asked about the potential noise level to the residential neighbors from the outside patios.

Mr. Macaluso: Stated the distance from the residential area to the outdoor patios is substantial, approximately the size of a football field.

Mr. Ferrante: Asked how the reciprocal maintenance agreement with the adjacent property works. Asked if trees could be planted in the existing parking lot, which is somewhat barren.

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Mr. Curseaden: The maintenance agreement refers to access, using the drive from Plains Road to the site, maintaining the drive, snow plowing. The applicant is not in a position to demand anything from the adjacent site owners. However, can make a request of them.

Mr. Sulkis: The Board cannot ask for something that is on a totally different property and not related to this project.

Mr. Ferrante: Perhaps the maintenance agreement would allow for additional tree planting in the parking area at Mr. Patel's expense.

Mr. Curseaden: Prior to this time there has not been much familiarity with how the maintenance agreement works.

Mr. Ferrante: Inquired as to the computation of parking spaces required for the site.

Mr. Wicko: Based on the maximum of 1310 occupants for the conference center. Can be less at times, but the computation is based on maximum. Can also include employees, restaurant, place of assembly. A lot of components went into computing the parking for all three buildings.

Mr. Ferrante: Questioned the flow rate of cars out of the parking lot per hour.

Sharat Kalluri, Traffic Engineer, Wilbur Smith Associates, 900 Chapel Street, New Haven, CT. Referred to the table that showed the anticipated site generated traffic volumes. Table was created based on discussions with DOT. No standard table for conference centers in the traffic generation handbook due to the variables of each facility. Client provided the information pertaining to the proposed conference center use and Table 1 was devised. Used the peak usage tables which, hypothetically would be incoming for a Friday night wedding and a seminar from a conference leaving the center, causing an overlap. These statistics are not based on a maximum use or maximum size of a room. It's based on the number of people expected at an event or a meeting.

Mr. Ferrante: Stated he thought the traffic volume impact would be greater than that shown on the survey.

Mr. Kalluri: Explained how the parking and traffic usage is determined, which is based on the highest possible usage.

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Mr. Macaluso: Summarized the theory of how the parking will work. Will not be a mass exodus from the sites at one time. The improved directional signs, lane striping and light at Plains Road will also help the traffic flow.

Mme. Chair: Asked if there had been consideration to putting walk areas between the conference center and the adjacent property near the Lily Pond which is a beautiful area.

Mr. Macaluso: Can talk to the adjacent owners about such a possibility.

Mr. Vetter: Asked if there could be consideration for a public walkway near the wetlands area.

Mr. Macaluso: MaryRose Palumbo did not want public access in this area. Asked for plantings and an increased natural buffer to preserve the wetland area.

Via the display identified the number of parking spaces. 577 total parking spaces which include 16 handicapped spaces. Showed that 30 parking spaces had to be removed from Mr. Patel's property and put onto the adjacent property. Those will be newly constructed parking spaces, which is part of one of the permits and Wetlands must approve it.

[A brief recess was taken from 9:17 to 9:25 p.m. to give the public an opportunity to view the project displays.]

Mme. Chair: Gave guidelines to the public with regard to speaking to the Board whether in favor or opposed to the application. Asked if anyone in the audience wished to speak in favor of the application.

(No response)

Asked if anyone in the audience wished to speak in opposition?

Mary Kostyk, Marshall Street. Lives in Milford 18 years. Moved from last home due to a noise situation. Moved to what appeared to be a quiet neighborhood. Since moving to this home there has been more and more construction taking place. Southworth Street is being developed with a new subdivision. Removed woods which had served as a buffer for the noise level. Now hear traffic noise from I-95, which could not be heard before. All this construction has affected the wildlife that goes to the lily pond and wetlands area. Worried about property values, water pressure, compliance with maintaining the wildlife area that is there now.

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Mme. Chair: Asked Ms. Kostyk to show on the site plan where Marshall Street is located.

Barbara Algiero, Marshall Street. Environmental Concerns: Taking down trees and wiping out an "inactive" wetlands which new plantings and trees will not replenish. Noise pollution. Wildlife will encroach into the residential area potentially bringing disease. Different type of noise and other activity due to hotels and conference center being built. The present businesses do not pose that threat. Potential increase in crime.

Karen Hardiman, 199 Ford Street. Concerned about traffic in the area. Bailey Lane goes from Ford Street to Plains. Thinks the road will have to be widened. Who will pay for this? Will the watering of the plantings be recycled? Questioned the need for another hotel in the area.

Sheila Fox, 300 Ford Street. Lives behind the proposed conference center where there is a path that animals take to the Lily Pond. 13 acres of woodland. The area is being diminished. Animals go to this area. They will not go through the parking lots and will have to find another route. At certain times traffic backs up, especially around Plains Road. There will be increased noise from trash pickup and truck deliveries, especially during the winter time. There will be roof signs for the Holiday Inn. Will be able to see the Holiday Inn signs from her house.

Ms. Rose: Asked Ms. Fox if she has seen any endangered species in the area.

Ms. Fox: Many forms of wildlife. Not sure about seeing endangered species.

Dr. Samantha Dana, 300 Ford Street. Many of the residents attending this meeting had also attended the inland-wetlands meeting on this project. Fears guests will use Ford Street as a cut through street to get to the new development. Increased crime. One of the hotels in the area has experienced robberies and gunshots. Many hotels in the area, most of which are under utilized and the Hilton Garden Inn is being built.

Donna Harriman, 191 Ford Street. Lives right near the parking lot. There is a bus stop there. Has three small children. Fears for her children's safety.

Mary Spellman, 199 Ford Street. The residential area is getting the tail end of the parking lot of this complex.

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Kerry Troy, 72 Southworth Street. Thanked the Board for their interest in the residential area. Has seen the neighborhood change through the extensive development of the area.

Applicant's Rebuttal:

Mr. Curseaden: Property is in a DO-10 zone, which is not residential. Highest and best use is what is proposed. It buffers a residential zone. The application meets and exceeds the setback requirements. Trying to balance the interest of the property owner and inland-wetlands department, which does not want a fence for the wildlife traffic. The concept of this development was a phase development over many years.

Ray Macaluso: Water pressure: Checked with RWA and they said there would be no problem with the water pressure for this project. Construction: Neighbors were concerned at the inland wetlands meeting. Mr. Patel will guarantee that Westcott and Mapes carries through its commitment as to how its portion of how the engineering will be performed. Borings will take place to determine whether blasting will be necessary. Traffic: Does not understand how traffic will take a shortcut to go up Ford Street. The traffic from the conference center would not create this situation. Wildlife: No evidence that there are endangered species on the site. Green space: Showed the inland wetlands commission how much green space would be kept and added to the project.

Sharat Kalluri, Traffic Engineer: Ford Street – Project will not have any impact on Ford Street. 80% of the traffic will be to I-95 and Plains Road. Traffic study had AM and PM numbers as well as Saturdays. Traffic study will be reviewed by the State Traffic Commission as they control the traffic. They have recommended improvements to the DOT regarding signage and striping.

Mr. Macaluso: There will be a 3-foot retaining wall that will be done for grading and protection of the wetlands.

Rebuttal by Speakers:

Kerry Troy, 72 Southworth Street. Engineer stated 80% of the traffic will be at I-95. Can't hear now due to traffic noise from the highway. The situation will become worse with the conference center and hotels.

Barbara Algiero, Marshall St. Believes that increased traffic in the residential streets will come from other businesses and residents in other areas in an effort to avoid traffic at the conference center.

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Samantha Dana, Ford Street: Traffic from other areas will be cutting through to Ford Street in order to avoid the traffic being produced at the conference center and hotels. Planting trees in the parking lot does not replace the forest trees that protect the wildlife.

Mary Kostyk, Marshall Street. Asked how the new construction could not affect the nearby residents, i.e. water pressure.

Sheila Fox, 300 Ford Street. Taking away 7-8 acres of woodlands and replacing it with less greenage.

Final Rebuttal by Applicant:

Mr. Macaluso: Can only go by the professionals at the RWA and what they have told the applicant. Will question them about the concerns of the neighbors.

Stephen Wing, Landscape Architect. The best part of the natural surroundings of the site will be preserved. It formerly was a gravel pit not a forest. Reviewed the number of shade trees, as well as shrubs and plantings that will be made.

Ms. Rose to Mr. Sulkis: Asked if he was satisfied that the parking calculations were done correctly.

Mr. Sulkis: Stated he was satisfied. Described how parking calculations are made for peak situations, but rarely do peak situations exist for extended periods of time. Gave the example of the Post Mall's parking calculation during holiday peak times.

Ms. Rose: Asked about the slab being built.

Mr. Macaluso: The slab will be put in because the utilities for the three buildings will be put in place at one time, so as not to rip up previous work and disrupt them once the second hotel is to be built. All utilities are underground except for three generators with a decorative fence around them.

Ms. Rose: Asked about the loading spaces and the requested waiver for same.

Mr. Macaluso: Asking for a waiver on the loading spaces. Show the loading spaces on the conference and Holiday Inn. Trying to eliminate unnecessary loading and unloading. Showed the loading areas for the conference center and the Holiday Inn. The third hotel is an unknown as to what the potential loading requirements will be.

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Ms. Rose: Asked how many parking spaces will be in the area that is near the wetlands.

Mr. Macaluso: Approximately 100 spaces will be in that area.

Mme. Chair: The slab might invite activities such as skateboarding, ball playing. Will that be monitored?

Mr. Macaluso: The area will be monitored, but in all likelihood, the property will be leased very quickly and will be coming before the Board for approval. Slab could be constructed in approximately six months and should be leased by that time.

Mr. Vetter: Questioned the waivers that were mentioned under previous approval.

Mr. Curseaden: The previous approval in 1998, allowed the Board to not follow the regulations so strictly with regard to parking, off street loading and things of that nature when approving the second phase of development. (sec. 3.6.4.3)

Mr. Sulkis: Explained the regulation in the DO-10 zone to which Mr. Curseaden referred.

Mr. Vetter: Are the generators back up generators?

Mr. Macaluso: Yes, as required by the Fire Department.

Mme. Chair: Asked if Mr. Macaluso would get further information from the Regional Water Authority and submit it to the Planning and Zoning office.

Mr. Macaluso said he would.

Mme. Chair: Declared the public hearing closed.

D. CONTINUED PUBLIC HEARING CLOSSES BY 4/30/09; exp. 6/24/09

2. **12 FRANCIS STREET (ZONE R-7.5)** Pursuant to Sec. 7.1.3.14 of the City of Milford Zoning Regulations, the Planning and Zoning Board will review and consider whether to review and consider whether to revoke the zoning permit issued to Joseph Voll on April 17, 2007, for work to be performed at the property located at 12 Francis Street, Assessor's Map 6, Block 84, Parcel 2, and owned by Antoinette Voll.

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Mme. Chair: This item will be heard on March 3rd.

E. PROPOSED REGULATION CHANGES

Mme. Chair: Mr. Sulkis was ill and not able to work on the regulation changes.

F. LIAISON REPORTS

Ms. Rose: Historic Preservation Committee met last week. Dick Platt and Lily Flannigan attended. It is hoped that they will form a city-wide historic commission, which will get together all the separate historic committees, e.g. Preservation Trust, Historic Society, the two historic districts, etc.) Hopefully the Board of Aldermen will pass through an historic commission, which will be city wide and hopefully protect the scattered historic homes across the City of Milford. The P & Z Historic Committee will play a supportive role by backing up through the regulations. Next meeting is scheduled in three months, depending on how effectively they can get together with the other groups involved, P & Z staff and the Board of Aldermen..

G. APPROVAL OF MINUTES – (2/3/09)

Ms. Patterson: Motion to approve.

Ms. Shaw: Second.

All members voted in favor.

H. CHAIR'S REPORT

Mme. Chair: Read her revision of page 1-6 of the Voting Guidelines of the Board's Green Book with regard to abstention and distributed copies to the Board members.

The paragraph regarding abstention was read as follows:

“Abstention: One abstains if unable to be at a meeting and is not able to review the meeting. It is not necessary to leave the room. Abstention should be rare for any other reason. If a member does not choose to vote it is considered an abstention. It is the duty of every member to vote on a matter before the Board, although he/she cannot be compelled to do so. It is preferred, but not required, that a reason be given if a member chooses to abstain.”

**MINUTES FOR ONE (1) PUBLIC HEARING OF THE
PLANNING & ZONING BOARD
HELD TUESDAY, FEBRUARY 17, 2009; 7:30 P.M.
CITY HALL AUDITORIUM, 110 RIVER STREET, MILFORD**

Mr. Ferrante: Gave his views as to why he was not in favor of making this change and stated his preference.

The Board discussed passage of an item when members abstain with a simple majority of members present, as well as in cases where a two thirds vote is necessary.

Mr. Ferrante: Requested the matter be tabled until Mr. Bender is present to be part of the discussion.

Mme. Chair: Emailed Mr. Bender and he did not have a problem with the wording of this paragraph.

Ms. Rose: Made a motion to take a vote on this matter.

Mr. Goodrich: Second.

Eight members voted in favor. Mr. Ferrante abstained.

I. STAFF REPORT - None.

Mr. Vetter: Motion to adjourn.

Mr. Goodrich: Second.

The meeting adjourned at 10:35 p.m.

Phyllis Leggett, Board Clerk