

**MINUTES FOR ONE (1) PUBLIC HEARING BY THE PLANNING AND ZONING BOARD
HELD TUESDAY, JUNE 4, 2013; AT 7:30 P.M.
AT THE CITY HALL AUDITORIUM, 110 RIVER STREET**

The Chair called to order the June 4, 2013 meeting of the Planning and Zoning Board at 7:30 p.m.

A. PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

B. ROLL CALL

Members Present: Jeanne Cervin, Ben Gettinger, John Grant, Edward Mead (Vice Chair); Dan Rindos, Michael Casey, Tom Nichol, Mark Bender, Chair; Ward Willis (7:36)

Not Present: Joseph DellaMonica, Jr.

Staff: Emmeline Harrigan, Assistant City Planner; David Sulkis, City Planner; Phyllis Leggett, Board Clerk

**C. 1. NAUGATUCK AVENUE SIDEWALK IMPROVEMENTS – COASTAL AREA
MANAGEMENT SITE PLAN REVIEW**

Stephen Wing, Landscape Architect, working on behalf of the Walnut Beach Enhancement Committee. Explained the substance of the plan. West side of Naugatuck Avenue between Stowe and Broadway. Sidewalk is about 6' wide, telephone poles and trees. The object of the Walnut Beach Enhancement Committee was to widen the sidewalk, make it safer to walk on and more attractive. Street lights with fixtures similar to the rest of the area. Trees will be in individual type enclosures to get air and water. A demolition plan shows what will be removed. Reviewed the plans. Work area is approximately 55 feet. Explained the drainage and engineering aspects of the plan. This project is funded by the State Department of Economic Development.

Mr. Sulkis: This is a Coastal Area Management Site Plan Review for the Board's approval.

The Chair noted the Board just received this information and if they wished to review the plans, the Board can discuss this at the next meeting.

Ms. Cervin: Was aware that this project was in effect and it has been a long time coming.

Mr. Sulkis: The only reason the Board is seeing this is because it is a Coastal Area Site Plan Review. Otherwise it is like any other streetscape City project. It is a no-impact CAM.

Ms. Cervin: Made a motion to approve this CAM Report which appears to have no issues as stated by Mr. Sulkis.

Mr. Nichol: Second.

Eight members voted for approval. Chairman Bender voted against approval.

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**D. PUBLIC HEARING – Close by 6/25//2013; expires on 8/29/2013
(Postponed from 5/21/2013 meeting)**

2. **400 BURNT PLAINS ROAD (ZONE RA)** Petition of Scott Farquharson for Special Permit and Site Plan Review approval to construct a church youth building on Map 108, Block 835, Parcel 8E, of which Grace Baptist Church, Inis the owner.

Scott Farquharson, 69 Central Avenue, Wolcott, CT, working for the project contractor, Baybrook Remodelers, West Haven Connecticut and representing Reverend Joe Mixie of the Grace Baptist Church.

The project is to convert the existing assistant pastor's home to a youth center. The change of use or occupancy from residential to assembly requires a Special Permit. He provided the plans that have been approved by the City Departments and City Planner.

The existing log cabin is in disrepair. The plans call for deconstructing the structure. The existing foundation will be saved and used. The building will be rebuilt according to the plans submitted. The proposed use is for a youth center to be run by the Church. It will host meetings a few times a week and will have attendance of approximately 15-20 youths. It will occasionally be used for holiday parties. Parking will be in the existing church parking lot. A change of use for the youth center will be an asset to the community. There would be no detrimental impact to traffic with the center in the rear of the property.

Mr. Sulkis: Mr. Farquharson gave a good representation of the plan. The existing building will either be demolished or sold. It will be removed and a new structure will be built on the existing foundation with a slight square footage increase. It is a large parcel with plenty of parking, away from everything. No issues from his standpoint.

Mr. Nichol: Perfect plan. He sees a handicapped parking space but no handicapped ramps for wheelchair access.

Mr. Farquharson: There is a lower entrance where there will be a handicapped accessible lift inside the building to get to the first floor.

Ms. Cervin: Questioned the access from the parking area to the proposed structure. She believes there will be teenagers or people who will be driving cars and walking over to that building. She assumes they would walk through the access from the parking lot.

Mr. Farquharson: The parking lot is approximately 200 feet away from the building. It is a large parking lot.

Ms. Cervin: Suggested a painted crosswalk, as a safety factor, to slow people down.

The location of such a crosswalk was discussed and reviewed.

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Chairman Bender: The crosswalk would be at the beginning of the parking lot and go across the driveway that leads to the walkway to the cabin.

The location of the asphalt crosswalk was determined.

Mr. Rindos: Asked about the above-ground pool with a deck at the pastor's home. Asked if that would be fenced off from the youth center.

Mr. Farquharson: There is stockade fencing between the pool area and the youth center. The pool does not require fencing around the property as long as it meets the height guidelines. The deck has to have a locking mechanism.

The fence is a split rail fence, not stockade.

The Chair opened the hearing to the public. Asked if there was anyone to speak in favor. (No response) Asked if there was anyone to speak in opposition to the application. (No response).

The Chair closed the public hearing.

Mr. Rindos: Made a motion to approve the petition of Scott Farquharson for Special Permit and Site Plan Review approval to construct a church youth building on Map 108, Block 835, Parcel 8E, of which Grace Baptist Church, is the owner, with the condition that a crosswalk be established from the entrance to the youth center across the island to the parking lot.

All members present voted in favor of approval.

E. PUBLIC HEARING – CLOSED 5/21/2013; EXPIRES ON 8/29/2013

3. **580 BRIDGEPORT AVENUE (ZONE CDD-3)** Petition of Cabezas DeAngelis for Special Permit and Site Plan Review approval to construct a new service garage For Key Hyundai of Milford on Map 25, Block 385, Parcels 14 and 14a, of which J & J Milford, LLC is the owner.

Chairman Bender: The applicant is doing improvements and taking over an empty building. The project will be an improvement. The applicant has offered some definite improvements. He is in favor of the application and in favor of the fact that property with an empty building will be improved upon.

Mr. Mead: Made a motion to approve Petition of Cabezas DeAngelis for Special Permit and Site Plan Review approval to construct a new service garage For Key Hyundai of Milford on Map 25, Block 385, Parcels 14 and 14a, of which J & J Milford, LLC is the owner.

Chairman Bender: Noted individual signs for the public parking spots; open the fence to gain access to the trail and put trail signage for the public to locate the trail.

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Mr. Sulkis: Individual signage for each of the spaces which the applicant had no issue with. There was the installation of a gate to gain access to the property from the parking spaces, and perhaps some trailhead work around the gate on the City property, which could be coordinated with the City to make it a viable opening to the trail system.

Mr. Mead: Asked if the Board of Aldermen had approved the lease for the property with the City on this project.

Mr. Casey: Stated the Board of Aldermen had approved the lease, as well as Ms. Cervin's request that the amount for the leased property would go to the Open Space Fund.

Mr. Mead: Amended his motion to include the following conditions: Individual signage for each of the parking spaces. The installation of a gate to gain access to the property from the parking spaces; some trailhead work around the gate on the City property, which could be coordinated with the City to make it a viable opening to the trail system.

All members voted in favor of approval.

F. PUBLIC HEARING - LEFT OPEN – CLOSING BY 5/21/2013; EXPIRES ON 8/29/2013

4. **199 CHERRY STREET (ZONE CDD-1)** Petition of John Knuff, Esq., for Special Exception and Site Plan Review approval to locate a medical walk-in clinic within the existing former Blockbuster building on Map 66, Block 813, Parcels 15B, 16 and 17A, of which Stoneham Milford, LLC is the owner.

Chairman Bender: The updated information was received and distributed to the Board tonight, for which the public hearing had been left open.

John Knuff, Esq., 147 North Broad Street, Milford. On May 21st the Board requested the applicant provide three supplements to the plan for safety measures for the patrons. The plans the board received tonight show the elimination of one parking space adjacent to the crosswalk, the addition of a raised crosswalk; and the addition of a four foot fence parallel to the access drive. The submission of sheet SD-1 showed the three changes the Board requested. The letter that accompanied Sheet SD-1, describes the changes in more detail. A color drawing was also displayed.

Mr. Knuff: Noted this is a Special Exception and two members were not present at the May 21st meeting. He requested they state if they had made themselves familiar with the application so that they could vote.

Messrs. Gettinger and Nichol affirmed they had seen the DVD of the meeting.

Mr. Mead: Made a motion to approve the petition of John Knuff, Esq., for Special Exception and Site Plan Review approval to locate a medical walk-in clinic within the existing former Blockbuster building on Map 66, Block 813, Parcels 15B, 16 and 17A, of which Stoneham Milford, LLC is the owner, with the amended plan, SD-1, dated May 31, 2013, submitted to the Board this evening.

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Mr. Grant: Second.

All members voted in favor.

G. REGULATION SUBCOMMITTEE - Discussion of the 14 proposed regulation changes. The Chair explained that the subcommittee reviewed these regulations basically for clarity, which the Board could move forward with without difficulty. This was the collaboration of the subcommittee which included Ms. Cervin, Mr. Grant, Mr. Mead and the Chair, as well as Messrs. Sulkis and Harris and Assistant City Attorney, Debra Kelly.

Proposed Regulation Change #6 - Section Sec 5.17 Interconnecting driveway access will be reworded by Mr. Sulkis, at the next meeting, to more general language and incorporate additional streets for this purpose.

The next layer of regulations proposed for change will be discussed at the next subcommittee meeting.

Mr. Sulkis: Gasoline station price signs were mentioned briefly at the last subcommittee meeting.

Chairman Bender: That was mentioned briefly. Another one is explanation of height.

Mr. Sulkis: There is some proposed language on chickens, as well.

H. Regulation Changes – Rear lot - No change.

I. LIAISON REPORTS

Mr. Casey: In addition to the 580 Bridgeport Avenue items mentioned previously, the Mayor announced the appointment of a new Director of Permitting and Land Use, Mr. Joe Griffith. They tabled the Dawes Street abandonment, requesting more information.

J APPROVAL OF MINUTES – (5/21/2013)

Mr. Rindos: Motion to approve.

Ms. Cervin: Second.

All members voted in favor of approving the minutes as submitted.

K. CHAIR'S REPORT

Mr. Griffith is the new Director of Permitting and Land Use. He started June 3rd. Happy he got the first installment of regulation changes through the Board.

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L. STAFF REPORT

Mr. Sulkis: There is a new director of Permitting and Land Use, Mr. Joe Griffith. He will be introduced to the Board most likely at the next meeting.

Mr. Cervin: In the past there has been some lack of clarity about the DPLU Director's relationship to the Board. Asked that the Board receive clarity on this when Mr. Sulkis introduces Mr. Griffith to the Board.

When the Department was developed in 2009, Mayor Riccitelli made it clear that the DPLU director was not going to be directly communicating or working with the Board. She believes that went by the wayside when Ms. Mathiasen was the director.

Mr. Sulkis: That is what Mr. Riccitelli said and that is what the ordinance says. The Director is the administrative head of the overall Permitting and Land Use Department, which is the Building Department, Planning and Zoning Department and Inland Wetlands. It is his understanding of that role, is that director is not involved in the day-to-day planning or anything related to the Board. He has the administrative function of running "the department". If there is anything different, he is sure the Board will hear this from Mr. Griffith.

Mr. Gettinger: Made a motion to adjourn.

Mr. Mead: Second.

All members voted in favor of adjournment at 8:31 p.m. The next Planning and Zoning meeting will be held on June 18, 2013.

Phyllis Leggett, Board Clerk