

TOWN OF ESSEX ZONING COMMISSION

29 WEST AVENUE – ESSEX, CT 06426

MEETING MINUTES – July 15, 2019

PUBLIC HEARING

Present: Larry Shipman, Chairman
Russ Smith, Vice-Chairman
Bill Reichenbach, Secretary
Jim Hill, Regular Member
Mark Reeves, Regular Member
Jeffrey Lovelace, Alternate Member
Robert Day, Alternate Member

Absent: Thomas Carroll, Alternate Member
Joe Budrow, Zoning Enforcement Official

CALL TO ORDER: Larry Shipman, Chairman called the Public Hearing to order at 7:00 PM. Seated for the Public Hearing were Regular Members Larry Shipman, Russ Smith, Bill Reichenbach Jim Hill and Mark Reeves. Alternate Members Jeff Lovelace and Rob Day were also in attendance.

Application 19-12 – Connecticut Coastal Academy – A Special Exception to locate a private school for special education within a 10,873 square foot commercial space at 192 Westbrook Road.

Rusty Malik from Quisenberry Arcari Malik Architects presented on behalf of Dr. Pamela Potemri. He reviewed their blue prints and explained that Dr. Potemri is running a special education academy which will serve 25 to 30 students with approximately 15 staff members on site. The class sizes are between 5 and 7 students. Some students will be attending on a part time basis.

The school space is about 10,000 square feet; minimal renovations are to be done. Mr. Malik said that the school officials have met with the Fire Marshall and building inspector on a preliminary basis and all seems to be in compliance.

There are approximately 52 parking spaces on site plus another 6 accessible spaces. Students will be transported by public transportation or get dropped off by parents. Mr. Shipman asked Mr. Malik to verify if a school bus will be transporting students, and if it's a full size school bus then it will need to be determined if the parking lot can accommodate the buses turning radius.

Attorney John Bennett stood before the commission on behalf of the client and confirmed that buses would not be parked on the property. Mr. Shipman explained that his concern is with a full size bus having enough space to be able to turn around in the parking lot.

Mr. Hill asked what the nature of the instruction is for the students. Mr. Malik said that the school services special needs students that are grade 6 through age 21. The curriculum is focused around the students learning disabilities.

Dr. Potemri is hoping to move into this location before the start of the new school year.

Mr. Lovelace asked Mr. Malik if this is a private school and what criteria they need to meet in order to be compliant. Mr. Malik said that yes, they are a private facility and explained the steps they are taking to ensure compliance.

Mr. Shipman asked if anything has been submitted to the Sanitarian. Mr. Malik is under the impression that a letter was submitted, but as of yet it has not been submitted to the commission. Mr. Shipman mentioned that a letter from the Fire Marshall will also be necessary.

Mr. Shipman asked about the hours of operation. Mr. Malik said that they will follow traditional school hours.

No meal service will be prepared on site.

Mr. Shipman asked the audience if anyone is in favor of this application. Michael Newburg, part owner of the building stated that he is in favor of this project.

No questions were asked from the audience.

There was no opposition of this project from the audience.

Mr. Shipman will talk to Mr. Budrow to get the current status on referral letters plus the status of approval from the Sanitarian and Fire Marshall.

MOTION made by Russ Smith to close this application. Bill Reichenbach seconded the motion. All in favor, **Motion carried, 5-0.**

REGULAR MEETING

1. **CALL TO ORDER:** Larry Shipman, Chairman called the Regular Meeting to order at 7:16 PM. Seated for the Public Hearing were Regular Members Larry Shipman, Russ Smith, Bill Reichenbach Jim Hill and Mark Reeves. Alternate Members Jeff Lovelace and Rob Day were also in attendance.

2. APPROVAL OF THE AGENDA

No changes were made.

3. RECEIPT OF NEW APPLICATIONS

None.

4. NEW BUSINESS

Application 19-12 – Connecticut Coastal Academy – A Special Exception to locate a private school for special education within a 10,873 square foot commercial space at 192 Westbrook Road.

MOTION made by Russ Smith to approve this application based on sections 80 and 120 of the zoning regulations with the following conditions:

1. Approval from Sanitarian
2. Approval from Fire Marshall
3. Confirmation from Mr. Budrow that the parking spaces are in compliance with our regulations based on the number of students and staff attending.

Bill Reichenbach seconded the motion. All in favor, **Motion carried, 5-0.**

5. OLD BUSINESS

None.

6. VISITORS AND GUESTS

Colt Taylor from The Essex was present. He was under the impression that his application would be placed on the agenda for July's meeting, in order to discuss his plans for the upstairs of his restaurant. Mr. Shipman will talk to Mr. Budrow and possibly schedule a special meeting.

7. REPORT FROM LEGAL COUNSEL AND ZONING ENFORCEMENT OFFICIAL

None.

8. OTHER BUSINESS

None.

9. APPROVAL OF MINUTES

One correction was made:

- Page 5, under section 9, *Approval of Minutes*, replace the "work" with "word".

MOTION made by Russ Smith to approve the minutes of the June 17, 2019 meeting with one correction. Bill Reichenbach seconded the motion. All in favor, **Motion carried, 5-0.**

10. **CORRESPONDENCE AND PAYMENT OF BILLS**

None.

11. **ADJOURNMENT**

The next scheduled meeting is August 19, 2019.

MOTION made by Russ Smith to adjourn the meeting at 7:23 pm. Jeff Lovelace seconded the motion. All in favor, **Motion carried, 5-0.**

Shannon DeLorso,
Zoning Board Clerk