

# TOWN OF ESSEX ZONING COMMISSION

29 WEST AVENUE – ESSEX, CT 06426

MEETING MINUTES – November 25, 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  
Thomas Carroll, Alternate Member  
Robert Day, Alternate Member

Also Present: Joe Budrow, Zoning Enforcement Official

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**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 Jeffrey Lovelace, Tom Carroll and Rob Day were also in attendance.

**Application 19-16 – Nick Sapia, 130 Dennison Road** – An application for a Special Exception to locate a 7,440 office building with associated development at 130 Dennison Road.

Bob Doane presented for the client. The southern entrance has been removed, therefore there will now be only a northern entrance which has an adequate sightline in both directions. He is requesting an extension into December so the interior layout can be reviewed. Mr. Doane submitted copies of the main layout to the commission to be entered for the record.

Mr. Budrow mentioned that there was a concern from a neighbor on Donald Road who is worried about noise and lighting. Mr. Budrow is going to look at the site line from their street.

**MOTION** made by Mark Reeves to continue this application to the next meeting on December 16, 2019. Bill Reichenbach seconded the motion. All in favor, **Motion carried, 5-0.**

**Application 19-21 – Essex Zoning Commission** – A Petition for a Text Amendment to introduce a newly formatted Zoning Regulations book with added and deleted text.

Postponed to a later date. Application will be rescheduled at the next meeting on December 16, 2019.

## **REGULAR MEETING**

1. **CALL TO ORDER:** Larry Shipman, Chairman called the Regular Meeting to order at 7:04 PM. Seated for the Public Hearing were Regular Members Larry Shipman, Russ Smith, Bill Reichenbach, Jim Hill and Mark Reeves. Alternate Members Jeffrey Lovelace, Tom Carroll and Rob Day were also in attendance.

2. **APPROVAL OF THE AGENDA**

**One correction made:** The Memorandum of Decision listed under Other Business is not for Application 19-17, Cottage Food Operation. It is for Application 19-18, Scott Harger.

3. **RECEIPT OF NEW APPLICATIONS**

**Application 19-26 – Stephen R. Cline, Trustee of the EST Irrevocable Trust, 75**

**Westbrook Road** – An application for a Special Exception to develop a future lot. Development to include a 20,000 square foot industrial building, a parking area, a new septic system and well.

Bob Doane, engineer presented on behalf of the client. They are proposing to utilize the entrance on the southern side of the property. There are 31 parking spaces and the property has an individual well and sanitary system. The applicant would like to lease the building for any use allowed in the industrial district. Mr. Doane said he has increased the radius on the south side. They are still working with the Department of Transportation.

Mr. Budrow said that the only referral still needed is from the town health department.

**MOTION** made by Russ Smith to accept this application and schedule for the next hearing on December 16, 2019. Bill Reichenbach seconded the motion. All in favor, **Motion carried, 5-0.**

Joe Wren, engineer asked for the agenda to be modified to allow Old Business to be discussed next.

**Agenda was modified to allow Old Business to be discussed before New Business.**

4. **OLD BUSINESS**

Discussion of the required amended Affordability Plan, a required nitrate and coliform assessment report, and an amended Site Plan for The Lofts at Spencer's Corner that was approved July 16, 2018.

Ed Cassella, Attorney, presented on behalf of Hope Partnership. His main reason for coming before the commission is due to the property being in the water resource district, which Hope Partnership and Attorney Cassella were not aware of before. Therefore Attorney Cassella wants to make certain that the zoning commission approves, in particular, the water resource portion of the application.

Attorney Cassella presented the most up to date floor plan and explained any changes that have been made. He also brought an updated Affordability plan which he submitted to the commission.

Joe Wren from Indigo Land Design spoke of changes being made to the property for compliance.

Loretta McCluskey, the Operations Manager for Hope Partnership was also present at the meeting.

Attorney Cassella would like the previous approval amended to indicate that the current application that is approved complies with the regulations of the Water Resource District (section 104) of the zoning regulations.

**MOTION** made by Larry Shipman to amend the approval of this application (Application 18-9, Hope Partnership), to demonstrate a finding of compliance with Section 104 of the zoning regulations. Mark Reeves seconded the motion. All in favor, **Motion carried, 5-0.**

## **5. NEW BUSINESS**

**Application 19-16** – Nick Sapia, 130 Dennison Road – An application for a Special Exception to locate a 7,440 office building with associated development at 130 Dennison Road.

Continued to the next meeting on December 16, 2019.

**Application 19-25**– Peter Williams, 7 Hanna Lane – An application for a Site Plan Review to allow a single family residence that is within the Gateway Conservation District to increase its square footage from 3,892 to 4,483 square feet.

The Gateway Commission finds the addition to the property to be acceptable.

Joe Wren, Engineer from Indigo Land Design presented on behalf of the client. This project is in need of approval from the Gateway Commission being that the property is located within the Gateway district, and the addition will make the square footage of the house greater than 4,000 feet.

The Gateway Commission has submitted a letter of no opposition for this project. Administrative wetlands approval has already been given. No variance is needed for this application.

Denise Vandassel, Architect from KV Designs was also in attendance. She took several pictures from the applicant's property and surrounding areas which she presented to the Commission. She discussed the changes and additions that are to be made on the property. It's a single story house that will be extended out.

Ms. Vandassel mentioned that there are a lot of easements and rights of way associated with this property.

Mr. Lovelace asked if the neighbors have been notified. Mr. Budrow said they will be notified when a zoning permit is approved. However, Ms. Vandassel stated that the neighbors have already been notified.

**MOTION** made by Bill Reichenbach to approve this application as is compliant with sections 118 and 101 of the Gateway Commission regulations. Russ Smith seconded the motion. All in favor, **Motion carried, 5-0.**

6. **VISITORS AND GUESTS**

None.

7. **REPORT FROM LEGAL COUNSEL AND ZONING ENFORCEMENT OFFICIAL**

None.

8. **OTHER BUSINESS**

**MOTION** made by Mark Reeves to give approval for Larry Shipman to sign the Memorandum of Decision for **Application 19-18 – Scott Harger, 23 Saybrook Road**. Russ Smith seconded the motion. All in favor, **Motion carried, 5-0.**

**Election of Officers:**

Rob Day opened the election for the 2020 calendar year.

**MOTION** made by Russ Smith to nominate Larry Shipman as Chairman. Mark Reeves seconded the motion. All in favor, **Motion carried, 5-0.**

**MOTION** made by Larry Shipman to nominate Russ Smith as Vice-Chairman. Mark Reeves seconded the motion. All in favor, **Motion carried, 5-0.**

**MOTION** made by Larry Shipman to nominate Bill Reichenbach as Secretary. Jim Hill seconded the motion. All in favor, **Motion carried, 5-0.**

**Approval of 2020 Meeting Calendar:**

Continued to the next meeting on December 16, 2019.

9. **APPROVAL OF MINUTES**

**MOTION** made by Russ Smith to approve the minutes of the October 21, 2019 meeting. Larry Shipman seconded the motion. All in favor, **Motion carried, 5-0.**

10. **CORRESPONDENCE AND PAYMENT OF BILLS**

None.

11. **ADJOURNMENT**

The next scheduled meeting is December 16, 2019.

**MOTION** made by Mark Reeves to adjourn the meeting at 8:07 pm. Larry Shipman seconded the motion. All in favor, **Motion carried, 5-0.**

Shannon DeLorso,  
Zoning Board Clerk