



ESSEX PLANNING COMMISSION

REGULAR MEETING

Thursday, November 8, 2018
7:30 p.m.
Essex Town Hall – Meeting Room A

DRAFT MINUTES

1. Call to Order and Seating of Members

Chairman Alan Kerr called the meeting to order at 7:30 p.m. In attendance for the meeting were Members Erin Bogan and Gary Riggio. Seated for George Sexton was Alternate Hope Proctor. Seated for Ralph Monaco was Jane Siris. Also in attendance was Town Planner John Guskowski (arrived at 7:37 p.m.).

2. Approval of Minutes – October 11, 2018 Regular Meeting

Motion to approve minutes of October 11, 2018 by Gary Riggio, seconded by Erin Bogan.
Motion carried unanimously.

3. New Business

There was no new business.

4. Old Business

- a. **CGS §8-24 Referral from Selectmen: Permanent Access Easement on Dump Road in Favor of Eversource** (Tabled from October meeting)

Chairman Kerr noted that the surveys were not yet finalized.

Motion to table discussion by Hope Proctor, seconded by Gary Riggio. Motion carried unanimously.

b. Ad-Hoc Committee on Housing Options

Chairman Kerr stated that the Committee had not met, but he was working to complete the draft report. He has shared the draft with John Guskowski and will discuss edit with him.

Motion to revise agenda to take up item 4c after John Guskowski arrives by Gary Riggio, **seconded** by Erin Bogan. **Motion carried unanimously.**

5. Report of Committees and Officers

a. Report from RiverCOG Representative

Chairman Kerr stated that the COG was discussing the regional Plan of Conservation & Development, and there was extensive discussion about agritourism and expanding the allowable uses on farmland.

b. Report from Economic Development Commission Representative

George Sexton was absent from the meeting.

c. Planner's Report

John Guskowski reported that the Centerbrook sidewalk project was being modified slightly in scope and would be going out to re-bid, and that the Community Connectivity sidewalk grant was going to be kicked off shortly, with some potential project overlap at the Valley Railroad crossing area. He also reported on the meeting of November 7 with the Board of Selectman (in capacity as Traffic Authority) to discuss the potential of converting Ivory Street to a one-way, southbound road. This request was the result of discussions with the Ivoryton Village Alliance. The Selectmen were willing to consider the issue, but wanted more information. John Guskowski is working with RiverCOG to conduct traffic count analysis over the next few weeks.

6. Correspondence & Invoices

Chairman Kerr noted a letter from Town Engineer Bob Doane concerning the bond and necessary road upgrades for Essex Glen Drive. The Commission discussed the Town's authority and responsibility for this road, which is not yet complete. Chairman Kerr requested that John Guskowski invite Bob Doane to the December meeting to report and make recommendations on Town action.

4c. PoCD Implementation – Development Node Overlays

John Guskowski revisited the overlay process, including the combined map change and master plan submission, which is intended to give the Zoning Commission substantial latitude to accept or reject proposals outside the normal zoning permit or special permit process. He discussed the proposed intent for the Bokum Development Node and reviewed the proposed map of eligible properties. Jane Siris suggested that the node should not extend quite so far northeast on Route 153, and Erin Bogan suggested it include the triangle of properties including the Lee Company to the Valley Railroad ROW. The Commission discussed how parking and septic system limitations

could prevent larger retail or more intense development, as well as the importance of specific design standards, landscaping requirements, and a clearly expressed vision.

Erin Bogan suggested adding some input about desired outcomes and undesirable end-users or uses. John Guskowski suggested sharing the working document via Google Drive so Commissioners could add their input in an efficient manner. The Commissioners agreed to this suggestion.

7. Adjournment

Motion to adjourn by Hope Proctor, seconded by Jane Siris. Motion carried unanimously.
Meeting was adjourned at 8:32 p.m.

Respectfully submitted,

John Guskowski
Consulting Town Planner

RECEIVED FOR RECORD
11/9 2018 at 3:10
James M. Rozick
ESSEX, CT - ASSIST. TOWN CLERK P.M.