



## ESSEX PLANNING COMMISSION

### REGULAR MEETING

Thursday, December 13, 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 George Sexton and Ralph Monaco. Seated for Erin Bogan was Alternate Hope Proctor. Seated for Gary Riggio was Alternate Al Wolfgram. Also in attendance were Alternate Jane Siris and Town Planner John Guskowski.

2. **Approval of Minutes – November 8, 2018 Regular Meeting**

Motion to approve minutes of October 11, 2018 by George Sexton, **seconded** by Hope Proctor. **Motion carried, with Ralph Monaco and Al Wolfgram abstaining.**

3. **New Business**

a. **Adoption of Meeting Schedule, 2019**

Motion to approve proposed meeting schedule for 2019, retaining the 2<sup>nd</sup> Thursday of each month in Room A for the Commission by Al Wolfgram, **seconded** by George Sexton. **Motion carried unanimously**

b. **Election of Officers, 2019**

Chairman Kerr noted that the offices of Chair and Vice Chair were up for election for a one-year term. He first invited nominations for Vice Chair.

Nomination of George Sexton for Vice Chair by Hope Proctor, **seconded** by Ralph Monaco. There were no other nominations from the floor. Chairman Kerr called for a close of the nominations and for a single ballot to be cast. **Motion carried unanimously.**

**Nomination of Alan Kerr for Chair** by Ralph Monaco, **seconded** by Hope Proctor. There were no other nominations from the floor. Chairman Kerr called for a close of the nominations and for a single ballot to be cast. **Motion carried unanimously.**

4. **Old Business**

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

John Guszkowski noted that the survey was finalized but was being reviewed by Attorney Royston's office.

**Motion to table discussion** by Hope Proctor, **seconded** by George Sexton. **Motion carried unanimously.**

- b. **Ad-Hoc Committee on Housing Options**

Chairman Kerr stated that the Committee had not met, but he was working with John Guszkowski to complete the draft report. John Guszkowski distributed a copy of the latest draft for the Commission's review. Jane Siris discussed the challenges of developing affordable housing in town, and John Guszkowski reviewed the differences between the CGS 8-2i "Inclusionary Zoning" enabling statute, the 8-13m "Incentive Housing" zoning, and the 8-30g "Affordable Housing Appeals Act." Jane Siris stated that the Town should be promoting housing diversity in general, and not simply affordable housing.

- c. **PoCD Implementation Discussion – Development Node Overlay**

John Guszkowski presented the first draft of the Bokum Node Development Overlay regulations, focusing first on the section regarding housing development and how it was written to track the State's Incentive Housing statute with regards to density. Al Wolfgram noted that minimum densities of this statute are not realistic and the capacity of the soil should be the determining factor. Jane Siris noted that she would like to see the highest density of development closest to the core crossroads of Bokum, and the Commission discussed the development nodes and connecting the neighborhoods of the Town.

The Commission was in general agreement that the draft regulation was a good first step. John Guszkowski will distribute the document via email for Commissioners to add notes, and will send a revised area map to identify the extent of the node.

5. **Report of Committees and Officers**

- a. **Report from RiverCOG Representative**

Chairman Kerr stated that he was unable to attend the latest RiverCOG meeting.

- b. **Report from Economic Development Commission Representative**

George Sexton reported that Truffle Shots had moved from North Main Street to Main Street; Root Yoga studio moved; a new Pottery Studio moved in on North Main Street; the former Wright's Restaurant may be changing its service and converting to a prepared-foods venue; Mar

Flowers would be moving onto Main Street; and UConn students were in process of a Senior Design project concerning traffic and parking on Main Street in Essex, the results of which would be completed in May.

**c. Planner's Report**

John Guszkowski reported that the developers of Essex Glen would be likely submitting an application to the Planning Commission for a revision of the public improvement bond associated with the subdivision of that property on Bokum Road; that the traffic counts on Ivory Street had been conducted by RiverCOG and revealed very low traffic volumes for northbound traffic. The Board of Selectmen will continue to discuss this matter. He also noted that the FY 2019-20 budget requests were being solicited by the Finance Director. Chairman Kerr stated that he would work with John Guszkowski on a draft budget request for the next meeting.

**6. Correspondence & Invoices**

Chairman Kerr noted an invoice from Dzialo, Pickett & Allen for legal services regarding the proposed Eversource easement on Dump Road.

Motion to pay the DP&A invoice, subject to availability of funds by Hope Proctor, seconded by George Sexton. Motion carried unanimously.

**7. Adjournment**

Motion to adjourn by Ralph Monaco, seconded by Hope Proctor. Motion carried unanimously. Meeting was adjourned at 8:42 p.m.

Respectfully submitted,

John Guszkowski  
Consulting Town Planner

RECEIVED FOR RECORD  
12/17 2018 at 8:51  
A.M.  
Sharon M. Roziak  
ESSEX, CT -- ASSIST. TOWN CLERK



## ESSEX PLANNING COMMISSION

### CALENDAR OF MEETINGS

January 2019 - January 2020

DATE	TIME	LOCATION
Thursday, January 10, 2019	7:30 p.m.	Town Hall Room A
Thursday, February 14, 2019	7:30 p.m.	Town Hall Room A
Thursday, March 14, 2019	7:30 p.m.	Town Hall Room A
Thursday, April 11, 2019	7:30 p.m.	Town Hall Room A
Thursday, May 9, 2019	7:30 p.m.	Town Hall Room A
Thursday, June 13, 2019	7:30 p.m.	Town Hall Room A
Thursday, July 11, 2019	7:30 p.m.	Town Hall Room A
Thursday, August 8, 2019	7:30 p.m.	Town Hall Room A
Thursday, September 12, 2019	7:30 p.m.	Town Hall Room A
Thursday, October 10, 2019	7:30 p.m.	Town Hall Room A
Thursday, November 14, 2019	7:30 p.m.	Town Hall Room A
Thursday, December 12, 2019	7:30 p.m.	Town Hall Room A
Thursday, January 9, 2020	7:30 p.m.	Town Hall Room A

For questions about these meetings, please contact

John Guszkowski, Town Planner (Consulting) at [planner@essexct.gov](mailto:planner@essexct.gov)

APPROVED BY ESSEX PLANNING COMMISSION

12/13/2018

RECEIVED FOR RECORD  
12/17 2018 at 8:52  
*Janine M. Kozick* A.M.  
ESSEX, CT - ASSIST. TOWN CLERK