



## ESSEX PLANNING COMMISSION

### REGULAR MEETING

Thursday, June 11, 2015  
7:30 p.m.  
Essex Town Hall – Meeting Room A

#### DRAFT MINUTES

**1. Call to Order and Seating of Members**

Chairman Danyliw called the meeting to order at 7:30 p.m. In attendance were Members Linda Herman and Carla Feroni. Seated for Member Alan Kerr was Alternate Robert Laundry. Seated for Member Ralph Monaco was Alternate John Ackermann. Also in attendance were Town Planner John Guskowski and Attorney Terry Lomme.

**2. Approval of Minutes: May 14, 2015**

Motion to approve Minutes of May 14, 2015 by Carla Feroni, seconded by Linda Herman. Motion carried unanimously, with Bob Laundry abstaining

Motion to move Agenda item 5d above Agenda item 3 by Linda Herman, seconded by Bob Laundry. Motion carried unanimously.

**5d. Foxboro Point Subdivision Easement Enforcement**

Chairman Danyliw invited Attorney Lomme, on behalf of property owner SKR to present a report on the condition of landscape clearing in the conservation easement area at Foxboro Point. Attorney Lomme reported that he conducted a short site visit with Landscape Contractor Drew Finkledey, ZEO Joe Budrow and Planner John Guskowski to review work done on site. Per usual maintenance, only basic field mowing was done, and the only tree removed was dead. He will be providing a written report of the landscape work to the Commission as soon as it is available, as well as ensuring that the Land Use Office would be notified in advance of future maintenance.

After some discussion, the Commission determined it would like to conduct a site visit of the conservation easement area and the view corridor. John Guskowski stated that he would coordinate the scheduling of this Special Meeting, as well as providing a written report of the inspection.

### 3. **Chairman's Comments**

Chairman Danyliw made general remarks about Planning Commission meetings, expressing concerns about Member attendance, preparedness and conduct for meetings. He stated that the Commission should consider reviewing its by-laws in regard to mechanisms for addressing absences. Some members have been speaking on issues and addressing presenters without being recognized by the Chair, resulting in less efficient proceedings. He encouraged the Commissioners to be well-prepared, thoughtful, and concise with comments and questions, and expects members to seek recognition before taking the floor.

### 4. **New Business**

There was no new businesses before the Commission.

### 5. **Old Business**

#### a. **PoCD – Plan and Map Discussion**

John Guskowski updated the Commission on the changes made to the draft PoCD, and explained his process of distributing input across stakeholder groups, including the Elementary School, Public Works, Public Safety, and WPCA. He anticipated that the text of the document draft would be complete by the July Planning meeting. He presented the revised Focus Area map, and the Commission discussed the multiple uses of the “Gateway” naming designation, and whether distinction should be made with Conservation Gateway, Heritage Gateway, and other transportation gateways to Town. The Commission generally approved of the proposed development areas map. Carla Feroni suggested additional map references be included to the Natural Hazards Mitigation Plan. The Commission agreed that Map Plate 6 from the 2005 Plan should be updated and revised with current information.

The Commission discussed process and the need to schedule a Public Hearing, but being able to make changes to the Plan following and based on the Public Hearing. Bob Laundry clarified the need for the Town Meeting to approve the Plan only insofar as it endorsed the newly-established policy on tax abatements for open space properties. Chairman Danyliw asked John Guskowski to investigate whether the Public Hearing/Plan adoption by Planning could occur the same night as the Town Meeting review of the tax policy. The Commission was satisfied with the proposed document layout, but Carla Feroni noted that the Plan dates should be included in the footer.

#### b. **Ivoryton MSIF Grant Update**

John Guskowski stated that work was well underway in Ivoryton and the work is expected to be substantially complete by the end of the State fiscal year. The Commission discussed the specific elements to be included in the project, including landscaping along the Echtman parking lot and the extent of hardscape improvements.

#### c. **Centerbrook Village**

The Town is still awaiting word on the STEAP grant. John Guskowski reported that he

had been working with Town Engineer Bob Doane on the final Safe Routes to School engineering plans. It is hoped that funds would still be available for this project to be constructed in 2016. Chairman Danyliw stated that this item could be taken off the agenda until more progress in Centerbrook needs reporting.

## **6. Report of Committees and Officers**

### **a. Report from Inland Wetlands Representative**

The Commission has no active representative to Inland Wetlands

### **b. Report from RiverCOG Representative**

Representative Alan Kerr was absent.

### **c. Report from Economic Development Commission Representative**

Representative Bob Laundry reported that EDC had listened to a presentation by RiverCOG concerning their regional economic development strategy study that was underway. He reported some concern that the Ivoryton construction project was harming local businesses, and that a forum was held by the Zoning Commission to discuss proposed signage regulations. He also led a general discussion of the Commission about the clearing and landscape maintenance being undertaken in the Exit 3 underpass area. Chairman Danyliw asked John Guskowski to investigate who was the Town's point person on this work and what, if anything, the specific plans were.

### **d. Planner's Report**

John Guskowski reported that he had been working with the DOT and the Selectman's office to develop an updated bridge conditions report on the north span of the Ivory Street bridge in order to ensure that bridge qualified for State matching funds. It is hoped that the Ivory Street bridges would be replaced in advance of the Walnut Street bridge.

## **7. Correspondence and Invoices**

Linda Herman presented a letter of resignation to Chairman Danyliw, announcing she was stepping down after twenty years of service to the Commission. She stated that engagement with applications and ensuring a Commissioner's voice is heard through voting was critical. She expressed concern about the enforcement of Commission decisions. Carla Feroni and Chairman Danyliw expressed gratitude and appreciation of her long service to the Town. John Ackermann also announced his resignation and thanked the Commission and John Guskowski for their professionalism and good work.

## **8. Adjournment**

Motion to adjourn by Linda Herman, seconded by Bob Laundry. Motion carried unanimously.

The meeting was adjourned at 8:45 p.m.

Respectfully submitted,

John Guskowski  
Consulting Town Planner

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06/15 2015 at 10:56 AM  
Charmaine Bozjak  
ESSEX, CT TOWN CLERK *essex*