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TOWN OF VERNON
Planning & Zoning Commission (PZC)
Meeting Minutes – *DRAFT*
Thursday, January 8, 2015
7:30pm
Council Chambers, Third Floor
Memorial Building
14 Park Place, Vernon, CT

1. Call to Order & Roll Call

- Meeting was called to order by Chairman Francis Kaplan at 7:32 pm.
- **Regular members present:** Charles Bardes, Frank Kaplan, Ron Scussel, John Kleinhans, and Wes Shorts.
- **Staff Present:** Brianan Nolan Town Planner
- **Recording Secretary:** Audrey Lanz
- **Guests:** James Silva, Acting Town Engineer

2. Administrative Actions / Requests

2.1 Amendment / Adoption of Agenda - Additional business to be considered under agenda item #5 "Other Business".

- Cancelling regularly scheduled PZC meetings.

A motion to accept the agenda was made by Charles Bardes and seconded by Ron Scussel. Motion carried unanimously.

Peter Hobbs is taking a sabbatical from PZC as he is the Interim Building Official for the Town of Vernon.

2.2 Communications received NOT related to agenda items.

- CT Bar Association Packet on CT Land Use Law for Municipal Land Use, Agencies, Boards, & Commissions.
- DEEP Notice of Tentative Determination to Approve an Application for a Diversion of Water Permit and Intent to Waive Public Hearing.
- Public Hearing Notice for 1/20/2015 at the Lincoln Center in Manchester for the construction, maintenance, and operation of a telecommunications facility located at 701 Lydall Street, Manchester, CT.

2.3 Acceptance of Minutes from the 12/18/2014 PZC meeting.

A motion to accept the minutes from PZC 12/18/2014 meeting was made by Charles Bardes and seconded by Wes Shorts. Motion passed unanimously, with an abstention from Ron Scussel.

2.4 Election of Officers

- Ron Scussel made a motion to nominate Frank Kaplan as Chairman. Wes Shorts seconded the nomination and the motion passed unanimously.

- Wes Shorts made a motion to nominate Charles Bardes as Vice Chairman. John Kleinhans seconded the nomination and the motion passed unanimously.
- Frank Kaplan made a motion to nominate Victor Riscassi as secretary. Ron Scussel seconded the motion and the motion passed unanimously.

3. Public Hearings and Action on Applications

3.1 Application (PZ-2014-14) of Kenneth Boynton for a Subdivision of 10 Building lots at #263 South Street (Assessor's ID: Map #24, Block #65, Lot/Parcel #6)

- Chairman Frank Kaplan opened the Public Hearing at 7:40pm
- Dorian Famiglietti from Kahan, Kerensky, & Capossela, Attorney for the Applicant started the Public hearing by introducing the Applicant and explaining the application.
- The property is 10.8 acres and is an R-22 zone.
- IWC approved the application on 12/23/14.
- The 10 lots that are to be developed meet or exceed the requirements for an R-22 zone.
- Russell Heintz, Survey Engineer, presented the layout of the plans and the storm water management system.
- A discussion ensued about the open space plan and the detention basin.
- A discussion ensued about who is responsible in the long term for the detention basin as the cul-de-sac is a public road.
- Dorian read into record a letter from Assistant Town Attorney Martin Burke on the proposed detention basin and open space planned for the subdivision.
- Russell Heintz explained the sediment and erosion control plan.
- Brianan Nolan, Town Planner, read into record a memo that summarizes the Application, Additional Reviews / Comments from Town Staff (including additional comments from David Gooch and James Silva), and documents that where discussed at the Public Hearing.
- James Silva, Acting Town Engineer, presented his questions and concerns to the Applicants engineer, Len Norton.
- A discussion ensued on slope stability, drainage layout, and seepage concerns.
- The roadway extends beyond the required 750 feet so the Fire Marshall would like an extra fire hydrant installed.
- The PZC will continue the Public Hearing to the next PZC meeting on 1/22/15 in order to review the paperwork, Traffic Report, and Fire Marshalls which was received too late.

Chairman Frank Kaplan called a 10 minute recess at 8:50pm. The meeting resumed at 9:00pm.

4. Other Business

4.1 Receipt of Application

4.1.1 Application (PZ-2015-01) of Brianan Nolan (Town Planner) for Amendments to the Zoning Regulations for Sections 2,4,13 & 20.

- The Commission received Application (PZ-2015-01) of Brianan Nolan (Town Planner) for Amendments to the Zoning Regulations for Sections 2,4,13 & 20, and will hold the Public Hearing on 1/22/15.

4.2 Additional business to be considered should be introduced under PZC meeting agenda item "#2.1 Amendment / Adoption of Agenda" at the beginning of the meeting.

- If there are no items on the PZC agenda the Tuesday before a regularly scheduled meeting, the Town Planner will call either the Chairman or Vice Chairman to cancel the meeting.

5. Adjournment

A motion was made by Charles Bardes and seconded by Wes Shorts to adjourn the meeting. The motion was carried unanimously. Meeting adjourned at 9:03 pm.

Respectfully Submitted

Audrey Lanz

Recording Secretary