

Planning Commission Regular Meeting Minutes

Tuesday June 7th, 2016

FILED IN EAST LYME  
CONNECTICUT  
June 8, 2016 AT 3:00 AM/PM  
[Signature]  
EAST LYME TOWN CLERK

Present: Brian Schuch, Chairman  
Joan Bengtson  
Peter Lynch  
Rita Palazzo

Brenda Henderson (Arrived at 7:05p.m. & did not Sit)  
Kirk Scott, Alternate \*(Sat as Regular Member)  
Michael Hess, Alternate \*(Sat as Regular Member)

Also Present: Gary Goeschel, Planning Director

Absent: Ernie Covino  
Anthony Arias, Alternate  
Holly Cheeseman, Ex-Officio

Mr. Schuch called this Regular Meeting of the Planning Commission to order at 7:02p.m.

**I. Pledge and Additions to the Agenda**

Mr. Schuch led the Pledge; there were no additions to the agenda.

**II. Public Delegations**

*Public Delegations is the time when members of the public are invited to speak to the Commission about certain matters. Issues or concerns related to approve subdivisions under construction (Item VI) and in-house proposals or general topics of discussion (Item VII) are open to comment. Items, referrals, or applications subject to a decision by the Commission, a public hearing, or in litigation may not be discussed. The members of the Commission will not directly answer questions or make comment during delegations.*

There were none.

**III. Reports**

**A. Communications**

Mr. Goeschel reported that he has the packet in his office, which details the bridgework the DOT will be doing on Route 1 if anyone is interested.

**A. Liaison to Zoning**

Ms. Bengtson attended the last Zoning meeting. She informed the Commission that an application for a brew pub on Liberty Way was passed. Zoning is requiring that the doors to the pub remain closed during live music performances out of respect to the nearby church and other businesses. Food will be available at the pub but people will also be able to bring their own.

**B. Ex-Officio Holly Cheeseman**

Ms. Cheeseman was not present.

**C. Town Planner Gary Goeschel**

Mr. Goeschel said there has been a lull in subdivision applications; this will allow the Commission time to concentrate on the 2020 POCD update. He said that if a POCD is not updated the Town in question jeopardizes losing available Grant money from the State, which our Town heavily relies on.

Mr. Schuch detailed some of the old information in the POCD such as the "expanding casino environment" which is no longer expanding, as well as the opportunity for pharmaceutical jobs which no longer exist given Pfizer's exit from the area.

**D. Sub-Committees**

**a. Sustainable Development and Climate Adaptation**

There has been no subcommittee action. Mr. Goeschel is still working on invites for the workshop with Adam Whelchel at the Nature Conservatory.

**E. Chairman Brian Schuch**

Mr. Schuch had nothing to report.

**IV. Approval of Minutes**

**A. May 3<sup>rd</sup> , 2016 Regular Meeting Minutes**

• **\*\*Motion (1)**

Ms. Bengtson moved to approve the Regular Meeting Minutes of the May 3<sup>rd</sup> , 2016 meeting.

Mr. Lynch seconded the motion.

Vote: 5-0-1. Motion passed.

Ms. Palazzo abstained due to her absence from the May 3<sup>rd</sup> meeting.

**B. May 17<sup>th</sup> , 2016 Special Meeting Minutes**

• **\*\*Motion (2)**

Mr. Lynch moved to approve the Special Meeting Minutes of May 17<sup>th</sup> , 2016.

Mr. Hess seconded the motion.

Vote: 3-0-3. Motion did not pass.

Mr. Schuch, Ms. Palazzo and Ms. Bengtson abstained from the vote due to their absence from the May 17<sup>th</sup> Special meeting.

Mr. Schuch asked that the Commission take a few moments to familiarize themselves with the Special meeting minutes. He said the Commission could try and vote again given that the minutes were not approved. Mr. Schuch noted that a Commission Member could approve minutes for a meeting they did not attend, as long as they felt they had sufficiently familiarized themselves with them.

- **\*\*Motion (3)**

Mr. Lynch moved to approve the Special Meeting Minutes of May 17<sup>th</sup>, 2016.

Mr. Hess seconded the motion.

Vote: 5-0-1. Motion passed.

Ms. Bengtson abstained from the vote.

**V. Subdivision Regulations**

**A. Subdivision Review**

Mr. Goeschel reiterated the current lull in new subdivision approvals but noted there have been divisions of land.

**VI. Zoning Referrals (CGS 8-3a)**

*Proposed changes in zoning regulations or boundaries shall be referred to the Planning Commission for a report that shall contain the findings of the planning commission on consistency of a proposed regulation or boundary changes with the Plan of Development and any other recommendations the Planning Commission deems relevant. Failure of the Planning Commission to report prior to or at the hearing shall be taken as approval of such proposals. The report of the Planning Commission regarding such proposal shall include the reasons for the commission's vote and shall be incorporated into the records of any public hearing held thereon by the Zoning Commission. A proposal disapproved by the Planning Commission may be adopted by the Zoning Commission by a vote of not less than two-thirds of all the members of Zoning Commission.*

There were no zoning referrals.

**VII. Municipal Referrals (CGS 8-24)**

There were none.

**VIII. Old Business**

**A. Plan of Conservation and Development (POCD): 2019 Update**

Mr. Goeschel said he would like to begin prepping for the POCD update. The update is due in 2020, but will probably take a year to write.

Mr. Goeschel said despite having historically been done in house we do have the option of putting this out to bid for a consultant to work on. He recommends getting quotes and doing requests for capital funds for this project.

Mr. Schuch added that both a reasonable scope and cost for the consultant need to be determined. He said we are in uncharted territory due to the decrease in the school children population. Mr. Goeschel said that if the population is growing we need to determine the demographic, and his guess would be the 55+ population.

Mr. Goeschel said they can also check with the Connecticut Economic Resource Center for information; he will put together an outline for the next meeting. Mr. Goeschel said the Joint Land Use Study (JLUS) is almost complete and that military use in Town has not previously been explored in the POCD. The military use in Town is intensifying and when the study is complete they will be eligible for Grant money. This money can be used to update the POCD, but only as it pertains to actual military use.

**B. GIS Mapping and Analysis work completed for the East Lyme Planning Department and Commission- Presentation by Joel Hara, Intern and Gary Goeschel, Director of Planning.**

Mr. Goeschel said the projects Joel worked on will be useful for updating the POCD. Topics that Joel addressed include:

1. FEMA Community Rating System for 100 year and 500 year Storm predictions.
2. Drainage Systems in Town
3. Contaminated Sites in Town
4. Land Use Map of Town
5. Sidewalk Mapping
6. Oswegatchie Hills Trails Project
7. Town Subdivisions
8. Parcel/CAMA Data
9. Populations Totals by Gender
10. 911 Response Analysis
11. Seasonal Analysis of Crimes for 2015
12. Traffic Density/Impact of I-95

Mr. Goeschel would like to invite Department Heads to weigh in on the POCD and said it's worth considering a Steering Committee.

**IX. New Business**  
**A. Commission Vacancies**

Mr. Goeschel informed the Commission that Mr. Covino has resigned due to a change in employment which prevents him from being here. The Commission has 35 days to fill the position. Mr. Arias has not yet resigned as Alternate but it's believed to be forthcoming given that he accepted a job in Washington.

Mr. Goeschel noted that Mr. Covino also served as Secretary for the Planning Commission.

- **\*\*Motion (4)**

**Mr. Lynch moved to add the election of Secretary for the Planning Commission to this evening's Agenda.**

**Ms. Palazzo seconded the motion.**

**Vote: 6-0-0. Motion passed.**

Mr. Schuch called for nominations to fill Mr. Covino's seat as a Regular Member.

Mr. Scott nominated Mr. Hess. Mr. Hess noted that he might not be in the area much longer and would prefer to sit as an Alternate.

Ms. Palazzo nominated Mr. Scott.

Mr. Schuch closed the nominations.

- **\*\*Motion (5)**

**Ms. Palazzo moved to appoint Mr. Scott as a Regular Member of the Planning Commission.**

**Mr. Lynch seconded the motion.**

**Vote: 6-0-0. Motion passed.**

Mr. Schuch asked if there were any nominations for the office of Secretary.

Ms. Bengtson nominated Mr. Lynch. Mr. Lynch said he does not have the time to devote to additional duties.

Mr. Lynch nominated Ms. Bengtson who respectfully declined.

Mr. Schuch nominated Ms. Palazzo.

Mr. Schuch closed the nominations.

- **\*\*Motion (6)**

**Mr. Lynch moved to appoint Ms. Palazzo as Secretary of the Planning Commission.**

**Mr. Hess seconded the motion.**

**Vote: 6-0-0. Motion passed.**

#### **B. Sidewalk Subcommittee**

Mr. Goeschel said he knows Mr. Schuch and Mr. Salerno are interested in participating and he is going to reach out to Mr. Bragaw and Mr. Benni to weigh in with their expertise. Anyone else who wishes to be involved can contact Mr. Goeschel.

Mr. Schuch said he would like to change the name to the Walkability Subcommittee. He also thinks participation from the Senior Center would be beneficial. Ms. Bengtson said that she is also a member of the Aging Commission and that she would be willing to participate in this subcommittee.

Mr. Lynch suggested consulting with someone from the Board of Education. He said children are being dropped off by buses, where there are no crosswalks.

As a related item, Ms. Palazzo asked who should be contacted regarding lack of visibility on Main Street and Mr. Goeschel said Deputy Public Works Director Bill Scheer.

**ADJOURNMENT**

- **\*\*Motion (6)**

**Ms. Bengtson moved to adjourn the Planning Commission Meeting at 7:50p.m.**

**Ms. Palazzo seconded the motion.**

**Vote: 6-0-0. Motion passed.**

**Respectfully Submitted,**



**Brooke D. Stevens,  
Recording Secretary**