

**TOWN OF EAST LYME
ZONING COMMISSION
December 7, 2017
REGULAR MEETING MINUTES**

Members Present:

**Matthew Walker, Chairman
Norm Peck
George McPherson
Kimberly Kalajainen
Terence Donovan
James Liska, Alternate (Sat as a Regular Member)
Anne Thurlow, Alternate**

Members Absent:

John Manning

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Also Present:

**Bill Mulholland, Zoning Officer
Rose Ann Hardy, Ex-Officio
Don Phimister, Liaison to Planning**

Dec 11 2017 AT 10:15 AM/PM
Kimberly Kalajainen
EAST LYME TOWN CLERK

Call to Order-

Mr. Walker called the December 7, 2017 Zoning Commission Meeting to order at 7:31 p.m.

Pledge of Allegiance-

Mr. Walker led the Pledge.

Mr. Walker welcomed the Audience and Commission to the meeting, and thanked them for coming. Mr. Liska was sat as a regular member for the duration of the meeting.

Mr. Walker asked if the new members present have been sworn in and Kimberly Kalajainen stated she has been sworn in.

Public Delegations- Time set aside for the public to address the Commission on subject Matters on the Agenda.

There were none.

Public Hearing-

There were none.

Regular Meeting-

1. Election of Officers

Mr. Walker turned the meeting over to Ex-Officio Rose Ann Hardy for officer elections. Ms. Hardy called for nominations for Chairman.

MOTION (1)

Mr. McPherson nominated Mr. Walker for Chairman.

Mr. Liska seconded the nomination.

There were no other nominations.

Vote: 6-0-0, Motion carried.

Ms. Hardy called for nominations for Secretary.

MOTION (2)

Mr. Walker nominated Mr. McPherson for Secretary.

Mr. Liska seconded the nomination.

There were no other nominations.

Vote: 6-0-0, Motion carried.

2. Approval of Minutes of November 2, 2017 and November 16, 2017.

MOTION (3)

Mr. McPherson moved to approve the meeting and public hearing minutes of November 2, 2017, and November 16, 2017 as presented.

Mr. Donovan seconded the motion.

Vote: 4-0-2, Motion carried.

Mr. Liska and Ms. Kalajainen abstained from the vote.

Old Business-

1. Subcommittee-Mixed use in CB Zone

Mr. Mulholland said this is being worked on.

2. Subcommittee-Maximum Allowed Signage

Mr. Mulholland said this is being worked on.

3. Subcommittee-Site Plan Requirements/Architectural Regulations

Mr. Mulholland said progress is being made on the architectural regulations and supplied the members with a handout for perusal. The Town Attorney still needs to review the material as well but it will at least give the Commission a general idea of where we are headed.

Ms. Hardy asked if a Town employed architect is required for this project. Mr. Mulholland replied that there are two different methodologies available and he is working with Town Council on this.

New Business-

- 1. Application of Theodore A. Harris, Esq., Agent, for Guy's Oil Service Station, Inc., Owner, for a zone change from existing RU-40/20 to CA of a portion of the properties at 87 W Main Street and W Main Street, East Lyme Assessor's Map 11.3 Lot 101 and East Lyme Assessor's Map 11.1 Lot 3.**

This item will be scheduled for the end of January or early February, and Mr. Mulholland will obtain the exact date tomorrow.

- 2. Application of Jason Westcott, Esq., Agent for Brian Lepkowski, Owner for a text Amendment to Section 23.5 of the East Lyme Zoning Regulations Buffers.**

This item will also be scheduled for the end of January.

3. Any Business on the Floor, If Any by the Vote of the Commission

- Mr. Peck commented that he thinks it would be beneficial to have a seminar with Randall Arndt again.
- Mr. Mulholland commented it might be too expensive at this juncture. He suggested having a conversation with the First Selectman about this.
- Mr. Peck explained for the new members that Mr. Arndt is a professional Land Use expert who promotes conservation, smart growth, and preservation. He noted Mr. Arndt is responsible for the Conservation Design Designation in our Regulations.
- Mr. Mulholland added that there are 3 or 4 of his books in their staff library and one of his seminars would be a good refresher for the Commission.
- Ms. Hardy suggested the Commission entertain splitting the cost of a seminar with Inland Wetlands and Planning in next year's budget.
- Mr. Peck said he thinks the need is more immediate and Mr. McPherson said July 1st is not that far off.

- Mr. Peck said it's important that new members on all the Boards be exposed to this information.
- Mr. McPherson suggested a multi-town seminar to share the expense.
- Mr. Walker said he will approach the First Selectman and Mr. Mulholland said he will verify the cost of the seminar.
- Mr. Walker said we can always stand to enhance our knowledge in best practices.
- Mr. Donovan agreed this is a much needed educational seminar.

2. Zoning Official

Mr. Mulholland said he has been very busy and new items are coming up, and the Shell Station on the NE end of Town is being redone.

3. Comments from Ex-Officio

Ms. Hardy came forward to update the Commission about a few items. She reminded the Commission about the \$500,000 STEEP Grant for the Cini Park restrooms; Flood maps have changed and the building as proposed cannot be constructed. It has been decided to utilize a portable restroom trailer and this will go to Town Meeting. Unfortunately the STEEP Grant can only be utilized for a permanent fixture.

Ms. Hardy said the estimate for a trailer is \$70,000 and that we currently pay \$7,500 a year for a port a potty and this payment will essentially be our mortgage payment. She said she just realized now that perhaps this topic should have gone before Zoning first since it's a trailer and special permit issue similar to the temporary health structure discussed a few weeks ago. The Town Meeting will take place on December 20th.

Ms. Hardy also detailed the budgetary cuts that have had to be made due to the reduction in state funding:

- \$291,00 cuts on the Town side
- \$280,000 Spending Freeze
- \$10,000 short of where we need to be.
- Examples of cuts- \$21,000 from Library, \$28,000 from Parks & Rec, \$62,000 from Public Works and so on.
- It is hoped the weather will continue to be mild due to the large Public Works cut.
- Also hoping there will be no further reductions and they have tried not to decimate anyone's budget.
- The Board of Ed is still looking for cuts on their side.

4. Comments from Zoning Board Liaison to the Planning Commission

Mr. Liska detailed the Planning Meeting and the results of their election of officers; Rita Palazzo is Chairman and Kirk Scott is Secretary.

Mr. Liska said that Mr. Nickerson was in attendance and pointed out comments can't be made by Members during public delegations; questions can only be directed towards the staff person.

He noted the Planning Commission is seeking representation for their Walkability and Climate Adaptation Sub-Committees.

Ms. Hardy said all Commissions should review their updated bylaws, agenda format, regulations, and operating procedures and make sure they are on record with the Town Clerk.

5. Comments from Chairman

Mr. Walker noted that it's been a productive year and thanked everyone for their time and hard work.

ADJOURNMENT

Motion (4)

Mr. McPherson moved to adjourn the meeting at 8:15 p.m.

Mr. Donovan seconded the motion.

Motion passed 6-0-0.

Respectfully Submitted,

Brooke Stevens
Recording Secretary