Chair Snow called the meeting of January 4, 2024 to order at 7:05pm

MEMBERS PRESENT: Carol Snow, John Dusza, Andrew Rubin, Robert Reinhart, Michael Bugda, Janet Peckinpaugh, Robert O’Connor, Jeffrey Downes and John Morgan

STAFF PRESENT: Town Planner, Erin Mannix and Rachel Burstein, from Tyche (Planning and Policy Group).

PUBLIC PRESENT: Marjorie Shansky and Chris McKeon for POCD Discussion

OLD BUSINESS

None.

NEW BUSINESS

ELECTION OF OFFICERS: Chair, Vice Chair, and Secretary

- Commissioner O’ Connor nominated Carol Snow for Chair. Seconded by Commissioner Bugda and unanimously approved.
- Chair Snow nominated Robert Reinhart for Vice Chair. Seconded by Commissioner O’Connor and unanimously approved.
- Commissioner Peckinpaugh nominated John Dusza for Secretary. Seconded by Commissioner O’Connor and unanimously approved.

After election of officers, chair Snow states she would like to switch the agenda so that people who are present for pending applications can go first.

Commissioner Bugda made the motion to switch the agenda. Seconded by Commissioner Rubin and unanimously approved.

PENDING APPLICATION(S):

23-55. 155 New Rd., Map 60, Lots 9, 10 & 11; Zone: PDD; Owner: 155 New Road Madison, LLC; Applicant: Hammonasset Commons, LLC; Site Plan application to construct forty-six (46) residential units, an accessory common building, and associated site improvements under Section 32, Planned Development District

Present for the application – Attorney Marjorie Shansky and Ryan McEvoy, Civil Engineer from SLR Corp. Mr. McEvoy reviewed the changes that were made to satisfy the comments made by CT water
with regard to the location of the property and the aquifer protection zone. Mr. McEvoy states revised plans were submitted to the commission reflecting the discussion held with CT Water. The revised plan for 155 New Road was shared with the commission. He states drywells were added to some of the buildings, and they were not provided at all buildings due to stormwater infiltrations and the proximity to the septic systems. There was also the incorporation of a hydrodynamic separator and other items such as a post construction maintenance plan which was included in their site utility plan.

Commissioner Bugda asked who is responsible, or who will maintain the hydrodynamic system? Mr. McEvoy states the owner of the apartments or the HOA. Commissioner Reinhart asked about the site operation plans for the development and stormwater maintenance. Mrs. Mannix notes if it’s a condition of approval, and often times the commission has required the submission of a stormwater maintenance plan, that it’s the obligation of the property owner, whether it’s an association or an individual entity, to ensure maintenance.

Mrs. Mannix further asked if there was a stormwater maintenance plan. Mr. McEvoy shared and reviewed for the commission the storm water maintenance program which showed recommendations for inspections and cleaning intervals for the elements of the stormwater management system. After discussions, commissioners agreed that this would be an added condition for approval.

The following motion was made by Commissioner Peckinpaugh:

**Motion: The Madison Planning & Zoning Commission APPROVES application # 23-55. 155 New Rd., Map 60, Lots 9, 10 & 11; Zone: PDD; Owner: 155 New Road Madison, LLC; Applicant: Hammonasset Commons, LLC; Site Plan application to construct forty-six (46) residential units, an accessory common building, and associated site improvements under Section 32, Planned Development District as shown on a set of plans, “Hammonasset Place Residential Development” 155 New Road, Madison, Connecticut, Regulatory Submission November 1, 2023 revised January 2, 2024, prepared for Hammonasset Commons, LLC by SLR, 18 sheets and architectural plans “New Road Units” New Road, Madison, Connecticut by Craig A. Laliberte, Architect, dated March 29, 2022, revised to October 20, 2022 with the following conditions:**

1. That the Zoning Enforcement Officer be notified at least 48 hours prior to commencement of any regulated activity.
2. That all erosion and sedimentation controls be installed prior to any site disturbance and be maintained for the duration of construction activities and until the site is sufficiently stabilized to the satisfaction of the Zoning Enforcement Officer.
3. The applicant shall utilize DEEP’s guidance document, Best Management Practices for Temporary Construction and Reconstruction Operations in Aquifer Protection Areas for the duration of construction activities.
4. The applicant shall file necessary lot line revisions on the Madison Land Records prior to submission of application for preliminary Certificate of Zoning Compliance.
5. The applicant shall file the approved Affordability Plan on the Madison Land Records prior to submission of application for preliminary Certificate of
Zoning Compliance. The Plan shall clearly identify the Administrator of the affordable units.

6. The stormwater system shall be inspected by the design engineer during construction to verify consistency with the approved plans.

7. An as-built survey of all improvements including stormwater system components shall be submitted to the Zoning Enforcement Officer with written verification from a licensed engineer that the stormwater system was constructed in accordance with the approved design plans. This submittal shall be completed prior to the issuance of a final Certificate of Zoning Compliance.

8. Given the location of this development within the aquifer recharge area of the Connecticut Water Company’s Rettick Wellfield, the applicant shall provide a plan utilizing best management practices for the removal of ice within the development. This plan shall demonstrate how the applicant will minimize the used of chemical deicing agents.

9. The applicant or successor shall implement the storm water maintenance program as proposed by the design engineer and provide a report, according to the Program, to the zoning enforcement officer.

The Commission acknowledges that the applicant has provided a conceptual plan to help mitigate safety and operational issues at the intersection of Route 450 at New Road/Duck Hole Road. The applicant has further agreed to pursue discussions with the Town and CTDOT regarding these proposed improvements.

In the event that changes to the approved plans are required as a result of other agency permitting to support the proposed activity, the Madison Planning & Zoning Commission reserves the right to review said changes and may require modification of this approval.

This approval is made based upon the finding that the proposed use is consistent with the approved master plan for the Planned Development District for the subject property. The Commission approved said master plan with the understanding that the applicant successfully demonstrated that the proposal is consistent with Section 32.2.1 of the Zoning Regulations as the location, uses, and layout of the proposed PDD are in conformance with the intent of, and the goals and objectives contained in, the Plan of Conservation and Development. The PDD is in harmony with the surrounding neighborhoods and land uses and its proximity to major roads, including I-95 will help provide convenient access to the site while minimizing impacts to local residential streets.

The effective date of this approval is January 18, 2024.

Seconded by Commissioner Bugda and unanimously approved.

23-61. 9 Governors Way, Map 35, Lot 2; Zone: R2; Owner: Keith W & Melina I Mirante; Applicant: Robert C. Russo, CLA Engineers, Inc; Coastal Site Plan Application for installation of a 3’x10’ fixed dock, a 3’x15’ ramps, a 10’x10’ floating dock, pervious walkway and pervious patio (Table to January 18, 2024)

Commissioner Peckinpaugh made the motion to table application # 23-61 to the January 18, 2024 meeting. Seconded by Commissioner Bugda and unanimously approved.
PLAN OF CONSERVATION & DEVELOPMENT UPDATE

1. Discussion of policies and actions within working draft
2. Next steps

Rachel Burstein from Tyche Planning and Policy Group reviewed some of the changes that were made in the working draft and states the only difference is that the policies and actions have been put in their own section instead of being split between the built and natural environment. Some of the actions were also consolidated and placed under appropriate columns. The actions and policies were shared for the commissioners. After discussions, it was noted that commissioners will review the actions that are in the working document, share suggestions or make comments. Tyche Planning and Policy will keep track of everyone's comments for the next meeting.

From the public, Chris McKeon notes, no one will disagree with the policies, but the actions are a very important tool for this document. He further states he's not sure if the policies should be numbered or not, but the actions should have equal weight because depending on a project or particular circumstance, it may be something to prioritize and that the actual action should be taking on case by case.

APPROVAL OF MINUTES:  
December 21, 2023 Regular meeting

Commissioner Bugda made the motion to approve the minutes of December 21, 2023; seconded by Commissioner Peckinpaugh.

Chair Snow notes the following:
For the opening of the meeting the date should be December 21, 2023
Attorney Marjorie should be Attorney Marjorie Shansky
Bob Connor was present for the meeting and Bob Reinhart was absent
The motion was unanimously approved as amended.

REMARKS:  Commission Chair
Town Planner

During remarks, commissioners asked about scheduling an executive session or potential special meeting for training sessions, continuing education for review of polices and regulations and to review how the planning & zoning hearings or meetings should be formatted.
Mrs. Mannix notes there are parameters for calling an executive session, but a special meeting can always be scheduled. She also states she has discussed with Chair Snow welcome packets for onboarding of new commissioners and to possibly build in a beginning of the year review of the commission's process.

CLOSE MEETING

Adjournment.
Secretary Dusza made the motion to adjourn the meeting at 8:30pm. Seconded by Commissioner Bugda and unanimously approved.

Respectfully submitted,
Racquel Stubbs