

**MINUTES OF THE TOWN PLAN AND ZONING COMMISSION
TOWN OF WOODBRIDGE
REGULAR MEETING OF SEPTEMBER 6, 2016**

A regular meeting of the Town Plan and Zoning Commission for the Town of Woodbridge was held on Tuesday, September 6, 2016, in the Central Meeting Room of the Woodbridge Town Hall, 11 Meetinghouse Lane, Woodbridge, Connecticut.

ROLL CALL

PRESENT: Allen Lipson, Acting Chairman and Alan Tyma
ALTERNATES: Stephen Skowronek, Andrew Skolnick, and Andrew Pels
EXCUSED: Jeff Kaufman, Laurence Greenberg, Kathleen Wallace, and
ALSO PRESENT: Kristine Sullivan - Land Use Analyst
Anthony Anastasio - Board of Selectmen's Liaison
Tammy Riccitelli – Recording Secretary

The Acting Chairman called the meeting to order at 7:30 p.m. Stephen Skowronek was seated for Commissioner Jeff Kaufman in his absence. Andrew Skolnick was seated for Commissioner Greenberg in his absence. Andrew Pels was seated for Commissioner Kathleen Wallace in her absence.

**RECEIPT AND APPROPRIATE ACTION ON APPLICATIONS AND 8-24
REFERRALS RECEIVED SINCE THE JUNE 6, 2016 MEETING OF THE
COMMISSION**

KATEY HAUSER: 260 AMITY ROAD

Request to modify location of free standing business sign for Thrive Chiropractic and Wellness.

The request was formally received by the Commission.

Katey Hauser, who had submitted the request, was present to discuss it and answer any questions the Commission had. Ms. Hauser stated:

- The free standing sign was previously approved by the Commission and had been put up where the Commission had approved one of two locations that she had proposed. After-the-fact, the landlord informed her that he had a previous agreement with the primary tenant, Wells Fargo Bank, that no sign could be installed in the center island where the Wells Fargo sign was located so her sign needed to be moved.
- The sign has already been purchased.
- She was requesting approval to install the sign at the second location that she had originally proposed to the Commission when the initial sign application was first presented to them (*sketch provided*).

The Commission members discussed with the applicant the requirements for where the sign could be located and stressed that it needed to be pushed back behind the highway line so it would not impinge upon the State of Connecticut highway right of way.

After discussion, the Commission acted as follows:

- ** Commissioner Tyma moved to approve the request to modify location of free standing business sign for Thrive Chiropractic and Wellness west of the line beyond the highway line as suggested by Staff.
 - ** Commissioner Skowronek seconded
 - ** Voting for: Commissioners Lipson, Tyma, Skowronek, Pels, and Skolnick
 - ** Opposed: No One
 - ** Abstained: No One
- 5-0 Approved**

DR. ROBERT AND MARIA MESSINA: 19 DIANA DRIVE

Request for renewal of Earth Excavation permit related to the residential site development of 19 Diana Drive.

The renewal request was formally received by the Commission.

Land Use Analyst, Kristine Sullivan, noted to the Commission that the site work had not yet started except for initial tree clearing. The permit currently would expire in November. The required bond has posted. The renewal had been requested because they are starting the excavation site work now and it would probably continue a little bit past when the expiration of the permit would occur. She noted that required certification of the conformance with the approved site plans had been received from the consulting engineer.

After discussion, the Commission acted as follows:

- ** Commissioner Skolnick moved to approve the request for renewal of Earth Excavation permit related to the residential site development of 19 Diana Drive for one year based on the information provided.
 - ** Commissioner Tyma seconded
 - ** Voting for: Commissioners Lipson, Tyma, Skowronek, Pels, and Skolnick
 - ** Opposed: No One
 - ** Abstained: No One
- 5-0 Approved**

BUN LAI: 255 NEWTON ROAD

Application for residence office permit.

The application was formally received by the Commission.

It was the consensus of the Commission to schedule a public hearing on the application for the Commission’s next regular meeting to be held on Tuesday, October 4, 2016.

WORK SESSION

DISCUSSION OF REGULATIONS

**Note: Discussion with Planning Consultant Leslie Creane which had been scheduled for this meeting had been postponed until a separate special meeting of the Commission on Thursday, September 29, 2016.*

REPORT ON ACTIVITIES OF THE SCRCOG

There was no discussion of this agenda item.

CORRESPONDENCE RECEIVED

1. Letter from Susanne Hitchcock requesting clarification of the Town regulation regarding access to her family's property at 902 Baldwin Road for a select timber harvest.

Chairman Lipson noted that his understanding is that town council was asked to look at this issue.

Land Use Analyst, Kristine Sullivan added that Town Council had reviewed Mrs. Hitchcock's request earlier in the day and that it was his determination that a timber harvest would be a commercial operation and therefore Section 3.19 of the Zoning Regulations for Use of Land for Access applied and would therefore be subject to a special exception permit but it is not something that is just as-of-right.

Following discussion, it was the consensus of the Commission members to find that a special permit would have to be submitted. Staff will send a letter via mail back to Susanne Hitchcock with their findings.

APPROVAL OF MINUTES

- **Regular Meeting, May 2, 2016**
 - ** **Commissioner Tyma moved to approve the minutes as submitted.**
 - ** **Commissioner Skolnick seconded**
 - ** **Voting for: Commissioners Lipson, Tyma, Skowronek, Pels, and Skolnick**
 - ** **Opposed: No One**
 - ** **Abstained: No One**
 - Unanimous Approval**
- **Special Meeting, May 9, 2016**
 - ** **Commissioner Tyma moved to approve the minutes as submitted.**
 - ** **Commissioner Skolnick seconded**
 - ** **Voting for: Commissioners Lipson, Tyma, Skowronek, Pels, and Skolnick**
 - ** **Opposed: No One**
 - ** **Abstained: No One**
 - Unanimous Approval**
- **Regular Meeting, June 6, 2016**
 - ** **Commissioner Tyma moved to approve the minutes with topographical corrections.**
 - ** **Commissioner Pels seconded**
 - ** **Voting for: Commissioners Lipson, Tyma, Skowronek, Pels, and Skolnick**

**** Opposed: No One**
**** Abstained: No One**
Unanimous Approval

- **Special Meeting, June 27, 2016**
Continued until the Commission's next regular meeting of October 4, 2016.
- **Special Meeting, June 27, 2016**
Continued until the Commission's next regular meeting of October 4, 2016.

MEETING ADJOURNMENT

**** Commissioner Skolnick moved to adjourn the meeting at 7:55 p.m.**
**** Commissioner Tyma seconded**
**** Voting for: Commissioners Lipson, Tyma, Skowronek, Pels, and Skolnick**
**** Opposed: No One**
**** Abstained: No One**
Unanimous approval

Accordingly, the meeting was adjourned at 7:55 p.m.

Respectfully submitted,

Ms. Tammy Riccitelli
Recording Secretary