

**Planning and Zoning Commission**  
**April 20, 2021 – 7:30 PM**  
**Meeting Minutes**  
**Note: This meeting was held online.**

**Members Present:**

Walter Parsell  
Laurie Semprebon  
John Tehan  
Doug Roberts  
Joe Hall

**Other Members Present:**

Michael D’Amato- Zoning Agent  
Ashley Stephens- Assistant Zoning Agent

**A. Call to Order**

**B. Roll Call/ Seating of Alternates**

W. Parsell called the meeting to order at 7:30pm.

**C. Applications to be Received**

N/A

**D. Public Hearing**

N/A

**E. New Business**

N/A

**F. Unfinished Business**

**a. PZ-21-11: Three Lot Resubdivision Application: 59 Latham Rd, Applicant: Edward Pelletier, Owner: Michael Nogas**

M. D’Amato stated the plans were submitted and revised per the towns engineer’s comments, and created a motion for the application. The commission needs to discuss how they want to handle the open space as it was incorporated into the original subdivision, but they can decide if there needs to be more for the resubivision, if the applicant needs to pay a fee in lieu of the open space or if they want to waive open space for this application.

L. Semprebon stated if we normally require open space, then we should continue to do so. We cannot regain it once it’s gone.

There was discussion among the commission about what they wanted to do on behalf of the open space for this application.

W. Parsell made a motion to waive the open space requirement for the three new lots behind what was originally improved. D. Roberts seconded the motion.

L. Semprebon and J. Tehan opposed. Motion passed.

L. Semprebon made a motion to approve

**Application PZ-21-11:** Three Lot Resubdivision: 59 Latham Rd. Applicant: Edward Pelletier, Owner; Michael Nogas. With a waiver to Section 5.15 regarding open space.

**Referenced Plans:** Resubdivision plan of Lot 3, Latham Landing. Prepared by Datum Engineering for Michael Nogas, Dates August 24, 2020 and **revised 3-18-21**.

This approval is granted subject to conformance with the referenced plans (as may be modified by the Commission and this approval) and the following conditions/modifications:

1. The plans shall be revised to include:
  - a. A copy of this approval.
  - b. The expiration date of this resubdivision.
2. A copy of the final plans with all necessary revisions shall be provided in PDF or paper format for review by Town Staff prior to endorsement by the Town and filing.
3. The Willington Inland Wetland and Watercourses Agency's approval of this resubdivision application is hereby noted and incorporated into this approval.
4. Erosion and Sedimentation controls shall be installed for each lot prior to the commencement of site work.
5. A driveway bond shall be obtained for each lot prior to any work being performed within the road right of way.
6. All lot and boundary markers shall be installed prior to the issuance of a Certificate of Occupancy.
7. Prior to the construction of a dwelling unit on lot #5, documentation confirming the drainage easement shall be reviewed by Town staff and subsequently filed on the Land Records.
8. All conditions of the previously approved Latham Landing Subdivision are hereby acknowledged and incorporated into this approval.

W. Parsell seconded the motion. All in favor.

## **G. Approval of Minutes**

a. April 6, 2021

Tabled until next meeting.

## **H. Correspondence**

### **I. Public Comment:**

The Commission will hear brief comments at this time from anyone wishing to speak. No business can be conducted here nor can any comments be made about any items on the agenda.

## **J. Staff Report/Discussion**

### **a. Circle Associates Bond**

M. D'Amato stated this project was approved decades ago and we do not have enough information to know what it was about, or what the bond was for. They have requested the money back, and we usually do not release the bond unless we can see that the work was done. We do not have information to show they are in compliance. They may have requested it once with Susan, but it wasn't released at that time.

Our options are either to give them back the money from the bond or we take the bond money to do the work on behalf of the work that was supposed to be done. The problem is that we have no plan to work off of to know what to use the bond for.

There was discussion about if the bond should be released. The commission agreed that the bond should be released since there is no plan to work from.

L. Semprebon made a motion to release the Circle Associates bond, close the account and return the money to the representative as soon as possible. J. Tehan seconded the motion. All in favor.

### **b. South Willington Public Info Meeting**

M. D'Amato stated the EDC is performing a public outreach session in May to see what the people in the area think about creating the South Willington Zone. It will be an informal discussion to get feedback before our public hearing here for the South Willington Village regulations and to discuss the LOTCIP sidewalk project and other things the EDC is undertaking.

### **c. HB 6610—Temporary Outdoor Dining**

M. D'Amato stated we had to approve these last year per the governors orders. We do have a few in town and haven't had any problems. This year the governor issued a bill that allows the commission to fast track regulations to allow these types of things because they are allowing

outdoor dining until 2022. We have approved them again for this year and if they would like to continue them next year, we can consider changing the regulations.

D. Roberts asked if there was any news on the clerk of the works for Loves.

M. D'Amato stated the RFQ is out in the public, online, in the newspaper, and we sent it to about 10 engineering firms we identified as providing these services. It is open for about another 2 weeks, we will perform a review, and then work up a contract. It will go through the health and building review before they start construction.

### **K. Adjournment**

W. Parsell closed the meeting at 8:05 pm.

Respectfully Submitted,

Ashley Stephens