

APPROVED

WESTBROOK PLANNING COMMISSION  
REGULAR MEETING  
Monday, February 8, 2010  
Multi-Media Room, Mulvey Municipal Center, 866 Boston Post Road

Call to Order

Chairman Ozols called the meeting to order at 7:05 p.m.

A quorum was established with the following Commission members present: Marilyn Ozols, Chairman, Carole Ketelsen, Bill Neale, Libby Waldron (alt.), Bob Furno (alt.), and Marie Farrell, (alt.). Also present was Meg Parulis, Town Planner. Ms. Waldron and Mr. Furno were seated.

Audience: Bob Doane

Chairman Ozols informed the Commission that Mr. Doane had requested that an item be added to the agenda for an informal discussion on the Russo property subdivision.

**Mr. Neale made a motion to add the discussion to the agenda as item 2. under “Subdivisions” . Ms. Waldron seconded the motion. The motion passed unanimously.**

**SUBDIVISIONS:**

- 1. 2009-003-P-M1 – Modification of Subdivision of Gary & Patricia M. Widlitz to allow Lot 1 to be served by private well instead of public water. Property of Isabella Fusillo located at 170 Fiske Lane, Assessor’s Map 27 Lot SF1B. Tabled – Extension granted to 2/8/10.**

Chairman Ozols reported that the discussion regarding this item has been tabled until the next month’s meeting and that an extension had been granted to 3/8/10.

- 2. 2009-001-P-1 J.J. Russo, Inc. Horse Hill Road, 142 Ac. Map 62, Lots 61, 61A & 70 - Preliminary Discussion**

Mr. Doane explained that the applicant is proceeding with a plan for 12 lots served by a 1600 foot temporary cul-de-sac that has been designed to extend to the Miele property. There is currently an application for regulated activities in front of the Inland Wetlands Commission. In a staff meeting with the Wetlands Agent, Town Planner, and consulting Engineer, it was suggested that he explore replacing two common driveways with a public road. Because of existing topographic conditions, Mr. Doane wanted to know whether the Commission would consider granting a waiver of the max. slope from 10% to 12% for an approx. 400’ portion of the new road or allow 11% for the entire length of the road. If the road were constructed to the 10% max., there would be a 10’ cut at the cul-de-sac.

Chairman Ozols indicated that the Commission would not be in a position to give an answer until they had a sense of how steep 12% was. She asked the applicant if he could provide a list of roads for the Commission members to visit. Mr. Doane submitted a plan/profile of Rintoul Pond Road showing it to be just under 12%. Mr. Doane indicated that he would e-mail a list of some other roads that were steeper than 10%.

Mr. Neale commented that he did not feel the proposed plan was truly a Conservation Design because the lots were spread out. Mr. Doane responded that 50% of the property was to be dedicated open space and that the larger lots would be re-subdivided if the road were continued through the Miele Property.

Mr. Furno thought that the site would be more suited for a cluster development (PRDD). Mr. Doane responded that because there is no public water to the site that they would not be eligible to apply. Also, there is no suitable area for a community septic system.

Chairman Ozols requested that the plan/profile for the road replacing the two private driveways show driveways to the house sites to get an idea of overall grading for each alternative to which Mr. Doane agreed.

Ms. Ketelsen inquired about the disposition of the area reserved for the future road connection to the Miele property and who would be responsible for making the connection if the Miele property were to be developed. Mr. Doane responded that it would be to Mr. Russo’s benefit to make the connection and that the road had been designed with that in mind. Ms. Ketelsen noted that connecting the road would require a rather substantial wetlands crossing.

**TOWN AND GOVERNMENT AGENCY REFERRALS:** None.

**ZONING REFERRALS:** None

**SELECTMAN REFERRALS:** None

**OLD BUSINESS:**

**1. Plan of Conservation and Development Update**

Ms. Parulis reported that a public workshop would be held on March 15 on Development and Infrastructure Issues and encouraged Planning Commission members to attend. She noted that it would be an interactive workshop and that there would be a brief overview of work completed to date. The contract for Phase III is currently being drafted and there are discussions being held with HOPE Partnership to conduct a feasibility analysis on some of the sites that are being considered for Incentive Housing Zones as part of the Affordable Housing Study.

**2. Stormwater Regulations**

The scope of the effort has been broadened to include an update of the Zoning Regulations as well as the Subdivision Regulations with regard to stormwater management. At a recent meeting led by engineering consultant Wendy Coffin, there was a roundtable discussion amongst staff and Conservation Chairman Tom O’Dell regarding design storms for the sizing of stormwater structures. A memo prepared by Ms. Coffin summarizing the discussion with recommendations is currently under review. Before finalizing, a review of the Floodplain Management studies conducted in the Patchogue River and Town Center Watersheds will be made to see if there is information relevant to the recommendations.

**3. GIS**

Ms. Parulis reported that the parcels have been updated and she is currently working on resolving discrepancies with the Assessor database. She expressed some frustration with the current Assessor software vendor in responding to inquiries. Once the issues have been resolved with the link to the Assessor database, the web-site will be launched. Drafts of the street map and zoning map are being reviewed.

**BILLS:**

Ms. Parulis noted that the invoice for Branse, Willis & Knapp listed as item 4. should be charged instead to the Brittney Lane called bond under Special Funds.

General Accounts

PC Rec. Sec. – S. Helchowski	\$100.00
POCD Rec. Sec. – N. Rudek	\$108.00
Engr. – Woodard & Curran	\$1282.50
Printing – Ciel, Inc.	\$ 12.75

**Mr. Neale made a motion to approve the above bills as presented. Ms. Ketelsen seconded the motion. The motion passed unanimously.**

Chairman Ozols noted that the bills for Planimetrics include a bill from October that was held until the appropriation was approved.

Special Funds

POCD – Planimetrics	\$4,000.00
AH Study – Planimetrics	\$6,000.00
GIS - Applied Geographics, Inc.	\$8,615.22

Brittney Lane – Branse, Willis & Knapp \$290.00

**Mr. Neale made a motion to approve the above bills as presented. Mr. Furno seconded the motion. The motion passed unanimously.**

**MINUTES:** – Regular Meeting – November 9, 2009

**Mr. Neale made a motion to approve the minutes from the January 11, 2010 meeting, with corrections. Ms. Waldron seconded the motion. The motion passed unanimously.**

Corrections: page 1 – change “Mr. Parulis” to “Ms. Parulis”...

**REPORTS:**

Inland Wetlands and Watercourses Commission – Ms. Ketelsen reported that the Russo application is currently before the Commission and that a public hearing has been scheduled for April.

CRERPA – Mr. Neale reported that CRERPA is looking into grants to make up the shortfall in state funding.

Harbor Commission – Ms. Parulis reported that she had made contact with the Planning Commission liason Mike Farrell. Ms. Farrell added that the Commission is looking to partner with the Town of Clinton to pursue funding for the dredging.

Town Center Revitalization Committee – Chairman Ozols reported that brochures for the bench program are on the website and available in the Selectman’s Office. An article will appear in the next Westbrook Events. Ms. Parulis indicated that she had received inquiries from two potential donors. Chairman Ozols indicated that the Committee was making inquiries on the Morgillo property that has recently been advertised for sale in the Town Center.

**CORRESPONDENCE:**

Chairman Ozols called the Commission’s attention to the letter received from the Traffic Authority regarding the sight line issue at Golf Links Road. Mr. Furno commented that converting it back to a one-way street would solve the problem. While Commission members generally agreed with this suggestion, they felt that the matter of removing the fence was best addressed by the Zoning Commission.

**NEW BUSINESS:**

1. Town Planner Performance Evaluation

At 8:12 p.m. **a motion was made by Mr. Furno and seconded by Mr. Neale to enter into executive session to discuss the Performance Evaluation for the Town Planner and so voted unanimously.** It was agreed that Ms. Parulis would leave the room while the Commission conducted the evaluation and be brought back into the room to review the evaluation.

The regular meeting resumed at 8:45 p.m.

**ADJOURNMENT**

**Ms. Ketelsen made a motion to adjourn the meeting at 8:46 p.m. Mr. Neale seconded the motion. The motion passed unanimously.**

Respectfully Submitted,

Meg Parulis, Town Planner