

**Westbrook Planning Commission  
Regular Meeting Minutes**

**July 11, 2016**

**Mulvey Municipal Center, 866 Boston Post Road  
Multi-Media Room**

**MEMBERS PRESENT:** Marilyn Ozols, Chair; Bill Neale, Vice Chair; Phil Bassett, Secretary; Joshua Katz, Bob Furno (alt)

**ALSO PRESENT:** Meg Parulis, Town Planner; Lisa DeMaria, Recording Secretary

Ms. Ozols called the meeting to order at 7:00 p.m. Ms. Brookes was seated for Regular Member, Eric Reeve.

**SUBDIVISIONS:** None

**TOWN AND GOVERNMENT AGENCY REFERRALS:** None

**SELECTMEN REFERRALS:** None

**ZONING REFERRALS:**

**Mr. Neale made a motion to change the order of the Agenda to hear Zoning Referral ZC2016-009 first. The motion was seconded by Anne Brookes and unanimously approved. Mr. Furno recused himself at this time.**

1. **ZC2016-009 – 11 & 13 Meadowbrook Road Extension, (Parcel ID 184, Lots 126 & 127) Application for a proposed Zone Map Change from MDR (Medium Residential District to PRDD (Planned Residential Development District). Applicant/Owner: Robert G. Furno, AIA & Bumlingen, LLC. Public Hearing scheduled for 8/23/16.**

Bob Doane, P.E., Agent for the Applicant, explained that the owner is proposing to establish a PRDD on two parcels. A preliminary site plan has been submitted showing 4 buildings with a total of fourteen 2-bedroom units. All units will have at least one bedroom on the first floor. Some units will have one bedroom on the second floor. Mr. Doane presented a possible subdivision layout for the property consisting of 7 duplexes on 7 individual lots to demonstrate that 14 units could be created as of right and the PRDD would not result in a higher density than is already allowed.

Ms. Ozols stated that the proposed PRDD design provides 35% open space but a Conservation Subdivision would require 50%. Could 50% open space be provided with the PRDD?

Mr. Doane stated that, yes, it could be designed.

Ms. Parulis noted that the extension of Meadowbrook Rd. in the subdivision layout would exceed the max. cul-de-sac length by 120' and would require a waiver. Mr. Doane responded that there are several dead end streets in town that were granted waivers and are longer than 1,000 feet. Mr. Doane proposes a fire tank be installed at the intersection of Meadowbrook Road and Meadowbrook Road Extension to address fire safety concerns. The nearest available public water is 2,300 feet away.

Ms. Ozols asked about the quality of the road. Mr. Neale asked what the width of the road is.

Mr. Doane explained that the road is approximately 20 feet wide and can be widened if necessary.

Ms. Ozols stated that the Commission must consider infrastructure for the PRDD and suggested that the Fire Marshal review the proposal.

Mr. Furno, owner of the property, stated that the PRDD layout provides a loop road rather than a cul-de-sac.

Ms. Ozols pointed out that lot 6 on the conventional plan shows buildable area in the flood zone.

Mr. Doane stated he can easily fix it.

The existing house will remain a unit. The existing studio will remain and be incorporated into the development. Two parking spaces per unit are required by the Zoning Regulations (one could be required to be in a garage). In this proposal, all vehicles will be housed in garages. No garage doors will be visible when driving into the development.

Each building will have its own sanitary system. Two wells are proposed, however, one will most likely be eliminated due to the proximity to a neighboring sanitary system. Testing will be conducted to determine if the water is brackish. Any well serving more than 25 people needs to be operated by a water company.

Mr. Furno stated that his intent is to create an open space green between the units that will have sculptures, a garden area and have the feel of a pre-automobile New England Village. A minimum of 20% Open Space is required. The owner is proposing 54.8%. Open space will be owned by a Homeowners Association and will be preserved along the Patchogue River where a variety of birds live. The PRDD offers building placement that preserves most of the prominent trees, a large boulder and views of the river.

Ms. Brookes asked if it was unusual to have one garage to house all the vehicles. Ms. Parulis stated that in most developments, garages are typically attached to the units.

Mr. Furno stated that a path will accommodate carts similar to golf carts to aid the tenants with getting items from the garage to their units.

Ms. Ozols stated that more specific renderings of the buildings would be helpful. Mr. Bassett agreed and noted that the buildings look modern. Mr. Bassett was hoping for a more New England look.

Mr. Furno explained that the buildings would have a contemporary look in keeping with the existing house and studio and incorporate metal, wood, glass, stone and steep roof pitches.

Ms. Ozols stated that the verbal representation doesn't match the character in the renderings. The character of the buildings should become part of the regulations for the district.

Ms. Brookes asked if the market is saturated with this type of housing or if there is a need; where does this proposal fit within the town and what are the potential impacts on the environment?

Ms. Ozols suggested that the applicant and/or owner explain that at the next meeting and bring more detailed drawings and photos that will guarantee the intent of the design. In addition, she would like to have the plans reviewed by the Fire Marshal and get his comments.

The Commission agreed to continue the discussion at the next meeting on August 8, 2016.

Mr. Furno joined the meeting at this time.

2. **ZC2016-006 – 2 Westbrook Place & 1224 Boston Post Road (Parcel ID 177, Lots 021 & 022) Special Permit Application for a proposed municipal parking lot (27 spaces). Property owner/Applicant: Town of Westbrook. Public Hearing scheduled 7/26/16.**

Ms. Parulis explained to the Commission that the parking lot has been located on the back of the lot to leave room for construction of a future commercial building in front. The front lot is not buildable unless served by an off-site septic system. If the lot becomes buildable through implementation of a community septic system, the lot could be sold and the proceeds used to fund other infrastructure improvements.

There is no connection to the bank property at this time. A shared access and maintenance agreement will need to be negotiated with the bank before a connection can be made. The Knothe Road access will remain until such time as alternate access can be provided.

The paved area is pervious asphalt and designed to infiltrate stormwater. The landscaped area in front is designed to be a demonstration of lawn alternatives, and once established, will require little maintenance. Existing invasive species will be removed and all new plantings will be native species. A water tap will be installed to be able to water new plantings.

Lighting is LED to minimize energy costs and is the same line of lighting used at the train station. Ms. Parulis hopes to carry the look throughout the district.

Amenities such as benches, picnic tables, bike rack, dog bag dispenser and decorative garbage can will be installed, budget permitting.

A Wetlands permit for culvert and associated fill has been obtained.

Revisions have been made to the handi-cap spaces as recommended by the Building Official to comply with ADA requirements.

Ms. Brookes asked if an electric vehicle power station has been considered and if there will be limits on overnight parking. Ms. Parulis stated that power for electric cars has been looked into; however, there is no suitable access on this lot. There will be other opportunities in the future to install stations in other areas. The rules governing the use of municipal parking will need to be established by the Board of Selectmen.

Mr. Furno suggested that the entrance be re-aligned to allow for a more perpendicular approach to Knothe road and better align with planned access drives behind the buildings on Westbrook Place.

**Mr. Neale made a motion to find the proposed municipal parking lot plan CONSISTENT with the Plan of Conservation and Development recommendations to:**

- **Address Parking Needs in Town Center by providing opportunities for shared parking**
- **Minimize Impervious Surface through use of pervious pavement**
- **Protect and Restore Habitat through the elimination of invasive species and use of native plant species**

**And to add a recommendation that the entrance be re-aligned to allow for a more perpendicular approach to Knothe road and better alignment with planned access drives behind the buildings on Westbrook Place. The motion was seconded by Mr. Bassett and unanimously approved.**

**BILLS:**

GENERAL ACCOUNTS		SPECIAL FUNDS	
1. Mileage – Meg Parulis FY 15/16	\$572.25		

**Mr. Bassett made a motion to pay the General Account bill as presented. The motion was seconded by Mr. Katz and unanimously approved.**

**MINUTES:**

1. Regular Meeting – May 9, 2016

**Mr. Neale made a motion to approve the minutes as corrected. The motion was seconded by Mr. Bassett. Ms. Brookes abstained. The minutes were approved.**

**OTHER BUSINESS:**

1. Sidewalk Plan – No Report
2. Proposed POCD Amendment (recommendation from Town Center Vision Plan/TCRC) – Ms. Ozols explained that it is a lengthy process to update the POCD and suggested that members review the POCD to see if there are any other proposed amendments/revisions that should be considered and discuss at the next meeting. Mr. Neale asked if the update should include anything from the Sidewalk Plan. Ms. Parulis will look into that.
3. Executive Session – Town Planner Evaluation  
The Commission entered into Executive Session at 8:50 p.m.  
The Commission came out of Executive Session and resumed the Regular Meeting at 9:05 p.m.
4. Town Planner Evaluation – The Commission evaluated the Town Planner’s performance over the past year.

**REPORTS:**

1. **Inland Wetlands and Watercourses Commission** – Meeting Cancelled
2. **RiverCOG** – Meeting Cancelled
3. **Harbor Management Commission** – No Report
4. **Town Center Revitalization Committee** – There will be a presentation of the Market Analysis for the Town Center at a special meeting on July 28.

**CORRESPONDENCE:**

**ADJOURNMENT:**

**Mr. Neale made a motion to adjourn at 9:08 p.m. The motion was seconded by Mr. Bassett and unanimously approved.**

Respectfully submitted,

Lisa DeMaria, Recording Secretary