

**PLANNING AND ZONING COMMISSION
REGULAR MEETING –MINUTES
OCTOBER 12, 2011 – 7:00 PM
NEW HARTFORD TOWN HALL- 530 MAIN STREET**

PRESENT: Chairman James Steadman, Dan LaPlante, Gil Pratt, Ted Stoutenberg; Land Use staff
Certified Zoning Enforcement Officer Rista Malanca, Recording Secretary Stacey Sefcik.
ABSENT: Ken Heyse; Alternates David Jones, David Krimmel, and Peter Ventre.

In the absence of Chairman James Steadman, Vice-Chairman Ted Stoutenberg called the meeting to order at 7:00PM. Mr. Stoutenberg chaired the meeting until James Steadman's arrival at 7:05PM. All regular members present were seated for the evening. The entire proceedings were recorded digitally and are available in the Town Hall.

1) PUBLIC HEARINGS:

No business was discussed.

2) PENDING APPLICATIONS:

A. Troy Hexter and Kimberly Vanderwerf, 630 Steele Road, Special Exception for a Veterinary Hospital in an R-2 Zone. *Public hearing scheduled for November 9, 2011.*

The Commission agreed to continue this matter to the October 26, 2011 regular meeting.

3) NEW APPLICATIONS:

A. Tom and Cathy Hinman, applicant/owner, 209 Town Hill Road – Special Exception for accessory apartment – Article V, Section 3E.

MOTION Mr. Stoutenberg, second Mr. Steadman, to schedule the matter of **Tom and Cathy Hinman, applicant/owner, 209 Town Hill Road – Special Exception for accessory apartment – Article V, Section 3E** for public hearing at the November 9, 2011 regular meeting; unanimously approved.

4) MEETING MINUTES:

A. September 14, 2011 regular meeting.

MOTION Mr. Steadman, second Mr. Stoutenberg, to accept the minutes of the September 14, 2011 regular meeting as written; unanimously approved.

B. October 5, 2011 special meeting.

The Commission agreed to table this matter to the October 26, 2011 regular meeting.

5) OTHER BUSINESS PROPER TO COME BEFORE THE COMMISSION:

A. Susan Suhanovsky, 277 East Cotton Hill Road – Shared driveway to serve 277 and 279 East Cotton Hill Road – Modification to subdivision to relocate driveway and driveway easement.

Ms. Malanca informed the Commission that Roger Hurlbut of Lenard Engineering, the Town's engineering consultant, had reviewed the plans submitted by Ms. Suhanovsky. She stated that Mr. Hurlbut had generally approved the plans; however, 2 issues required Commission input. First, Ms. Malanca explained that the original subdivision plans contained a note which required that the shared driveway for these 2 lots be paved for its entire length. Mr. Stoutenberg, noting that his driveway was 14% grade and unpaved, stated that unpaved driveways functioned well provided they were regularly maintained. Ms. Malanca suggested that the Commission require the submission of a maintenance plan.

Ms. Suhanovsky, Mr. Marcantonio, and Mrs. Marcantonio, the owners of 277 and 279 East Cotton Hill Road, were present at the meeting. At this time they addressed the Commission to explain that they had driven on the current driveway over the past 5 years, had never had a problem with it, and did understand that a gravel driveway required regular maintenance. Ms. Malanca noted that there had been some erosion with recent rains; however, the applicants had since repaired the damage. Mrs. Marcantonio explained that they owned a tractor with a York rake and used it frequently to maintain the driveway. All 3 applicants expressed their desire for a gravel driveway rather than a paved driveway. Mr. Marcantonio noted that the complete drainage system for the driveway had not yet been installed, and that once this was installed it would decrease erosion potential even further.

Ms. Malanca then explained that the second issue was whether the Commission wished to collect a bond for sedimentation and erosion control during construction. Members of the Commission then reviewed the plans and questioned whether this application had been reviewed by the Inland Wetlands Commission. Ms. Malanca said that a wetlands permit had been obtained approximately 6-7 years ago, and an agent determination had been made recently for some minor work outside of the wetlands.

MOTION Mr. Stoutenberg, second Mr. Pratt, to approve the modification request in the matter of **Susan Suhanovsky, 277 East Cotton Hill Road – Shared driveway to serve 277 and 279 East Cotton Hill Road – Modification to subdivision to relocate driveway and driveway easement** as per all oral and written testimony and maps and plans prepared by Patrick R. Hackett entitled “Driveway Construction Plan, Lots 1 and 2 Meadowview Ridge, East Cotton Hill Road, New Hartford, CT” sheets 1 and 2, dated June 17, 2011 and revised through October 7, 2011 with the following conditions:

1. The driveway does not have to be paved; however, regular yearly maintenance of the gravel driveway is required in order to prevent erosion. If either or both properties are later sold, this requirement will still remain in effect for subsequent owners.
2. No bond will be required for sedimentation and erosion control; however, all sedimentation and erosion control measures must be installed according to the approved plans prior to beginning any work, and the Zoning Enforcement Officer must be notified prior to the commencement of any work.

The motion was unanimously approved.

B. Town of New Hartford – Comprehensive re-write of zoning regulations.

The Commission agreed to table this matter to the October 26, 2011 regular meeting. The Commission also agreed to hold a special meeting on Wednesday, November 2, 2011 at 7:00PM in New Hartford Town Hall to further discuss information obtained during the public hearing on the draft zoning regulations.

C. Zoning Enforcement Officer’s Report.

The Commission reviewed the Zoning Enforcement Officer’s report for the past month. Ms. Malanca updated the Commission regarding an agricultural split on a parcel on Town Hill Road.

MOTION Mr. Stoutenberg, second Mr. LaPlante, to adjourn at 7:45PM; unanimously approved.

**Respectfully submitted,
Stacey M. Sefcik**