

**PLANNING AND ZONING COMMISSION
TOWN OF ASHFORD
REGULAR MEETING
April 11, 2016**

Present: Jeff Silver-Smith (Chairman), Janet Bellamy (alt.), Gerry Dufresne, Alex Hastillo (Secretary), Tim Moran (alt.), Gerry Nagy, Tom Paul, Richard Williams, Nord Yakovleff, Michael Gardner (Land Use Officer), and Francine Hodovan (Recording Secretary).

Guests: None.

1. Call to Order: The April 11, 2016 regular meeting of the Ashford Planning and Zoning Commission was called to order by Chairman Jeff Silver-Smith at 7:00 p.m.

2. Seating of Alternates: Ms. Bellamy was seated for Mr. Jenne and Mr. Moran was seated for Mr. Zaicek.

3. Review of Meeting Minutes for March 14, 2016 Regular Meeting:

MR. NAGY MOVED AND MR. WILLIAMS SECONDED A MOTION TO APPROVE THE MINUTES OF THE REGULAR MEETING OF THE P&ZC OF MARCH 14, 2016 WITH THE FOLLOWING CORRECTION. VOTING FOR: SILVER-SMITH, DUFRESNE, HASTILLO, NAGY, PAUL, WILLIAMS AND YAKOVLEFF. VOTING AGAINST: NONE. ABSTAINING: BELLAMY AND MORAN. MOTION PASSED 7 TO 0.

Correction: Page 2, Item 6, first bullet should say "**Article 8:** the process for disqualification of a current member should be **removed.**"

4. Bills: Ms. Hodovan submitted a bill for tonight's meeting which was signed by Chairman Silver-Smith. He also requested that the Secretary forward all bills to the Land Use Office for budget purposes and they in turn will send them to the Finance Office for payment.

5. Communications: Email from Mr. Joseph Williams dated April 11, 2016 to Mr. Gardner regarding Cumberland Farms final comment letter from the CTDOT which was attached to the new site plan.

MR. HASTILLO MOVED AND MR. NAGY SECONDED A MOTION TO ADD CUMBERLAND FARMS TO NEW BUSINESS AND MOVE NEW BUSINESS TO THIS POINT ON TONIGHT'S AGENDA. VOTING FOR: SILVER-SMITH, BELLAMY, DUFRESNE, HASTILLO, MORAN, NAGY, PAUL, WILLIAMS, YAKOVLEFF. VOTING AGAINST: NONE. ABSTAINING: NONE. MOTION PASSED 9 TO 0.

6. New Business: Cumberland Farms Final Site Plan and CTDOT Final Comment: There was some discussion for clarification of the new ingress and egress for Cumberland Farms per the restrictions put on them by the CT DOT.

MR. WILLIAMS MOVED AND MR. NAGY SECONDED A MOTION TO ACCEPT THE CHANGES TO THE CUMBERLAND FARMS SITE PLAN PER THE CTDOT. VOTING FOR: SILVER-SMITH, BELLAMY, DUFRESNE, HASTILLO, MORAN, NAGY, PAUL, WILLIAMS, YAKOVLEFF. VOTING AGAINST: NONE. ABSTAINING: NONE. MOTION PASSED 9 TO 0.

Mr. Jenne was seated and Ms. Bellamy stepped down at 7:11 p.m.

7. Unfinished Business:

A. Ashford P&ZC Bylaws: Mr. Hastillo provided copies of the new draft of the bylaws and a list of the proposed changes. The new draft was discussed and corrections were agreed upon. The new draft will be presented at the May 9, 2016 meeting

B. Fee Schedule Review: After much discussion of the fee schedule and how fees are calculated, as well as the need for any additional fees such as extraordinary or unexpected fees, it was decided that a rewrite for the first paragraph of page 2 of the Ashford Planning & Zoning Commission Fee Schedule that was handed out at this evening's meeting for the May 9, 2016 meeting.

MR. NAGE MOVED AND MR. HASTILLO SECONDED A MOTION TO APPROVE THE ASHFORD PLANNING AND ZONING COMMISSION FEE SCHEDULE AS PRESENTED AND RETURN TO PAGE 2 TO DISCUSS THE FIRST PARAGRAPH AS WELL AS THE NEED TO ADD IN ANY ADDITIONAL FEES AT A SUBSEQUENT MEETING AFTER IT HAS BEEN DISCUSSED WITH COUNSEL. VOTING FOR: SILVER-SMITH, DUFRESNE, HASTILLO, JENNE, MORAN, NAGY, PAUL, WILLIAMS, YAKOVLEFF. VOTING AGAINST: NONE. ABSTAINING: NONE. MOTION PASSED 9 TO 0.

8. Zoning Enforcement Officer's Report: Mr. Gardner stated that the Lake Woods Lane Subdivision has a complex financial/tax situation because there are two lenders involved with the owner who purchased it. The new owner of the Subdivision currently has 12 parcels and they are going to develop 3 of them with spec homes in this Over-55 complex. They P&ZC must closely watch this project since the previous Chairperson put a lien on each lot for Fees in Lieu of Open Space at \$2,400.00 per lot to be paid at the time it is purchased. It should also be noted in the files for this Subdivision that Rockville Bank financed the building of the road into and out of Lake Woods which still needs the final coating of pavement and signage for the road. This has been dragging on for over 10 years now. The original bond from the developer was for \$260,000 which has been reduced to \$100,000 because at that point this was more than enough money to finish the road project. Unfortunately the P&ZC did not receive detailed enough information to trigger when the road should be completed. Any bonding should be carried forward on this and on any future subdivisions. Mr. Gardner warned that the P&ZC should not let any requirements get lost in the shuffle.

9. Other Business: Mr. Williams stated that the OTOF project being done by town volunteers and UConn students to beautify the Warrenton/West Ashford corridor is moving along quite well and the students have made up some great plans for transportation, a bike path, etc. to be considered.

10. Statements from the Board: Mr. Moran stated that he attended the Advanced Land Use Training on March 16, 2016 and it was an excellent class, well worth the price and time.

Mr. Yakovleff stated that he went to the "Plan 4 Health Workshop" put on by Aliza McKutch of the EHHD and that it was very good as well.

11. Adjournment: MR. WILLIAMS MOVED AND MR. MORAN SECONDED A MOTION TO ADJOURN. VOTING FOR: SILVER-SMITH, DUFRESNE, HASTILLO, JENNE, MORAN, NAGY, PAUL, WILLIAMS, AND YAKOVLEFF. VOTING AGAINST: NONE. ABSTAINING: NONE. MOTION PASSED 9 TO 0.

The April 11, 2016 meeting of the Ashford Planning and Zoning Commission adjourned at 9:05 p.m.

Respectfully submitted,

Francine Hodovan
Recording Secretary