

**TOWN OF MONTVILLE**  
**PLANNING & ZONING COMMISSION**  
310 NORWICH NEW LONDON TPKE  
PHONE (860) 848-8549 Fax (860) 848-2354  
MEETING MINUTES  
April 26, 2011

1. **Call to Order.** Chairman Marcus called the April 26, 2011 meeting of the Montville Planning & Zoning Commission to order at 7:00 p.m. in the Town Council Chambers.
2. **Pledge of Allegiance.** All rose and pledged the flag.
3. **Roll call and seating of Alternates:**  
**COMMISSION MEMBERS PRESENT:** Commissioners Baron, Desjardins, Ferrante, Marcus, Pieniadz, Polhemus, Siragusa and Toner. (8 regular members) **COMMISSION MEMBERS ABSENT:** Mastrandrea. (1 regular member)  
**STAFF PRESENT:** Thomas Sanders, Zoning Enforcement Officer.
4. **Executive Session:** none
5. **New Business:**
  1. **Action items:** none
6. **Public Hearings:**
  - a.) **Town of Montville Planning & Zoning Commission/Revisions to the Town of Montville Zoning Regulations:** Changes to Sections 1.3(definitions) and 16.4 (Special Flood Hazard Area Requirements) of the Zoning Regulations in regards to special flood hazard area requirements as identified by the Federal Emergency Management Agency (FEMA) which includes acceptance of the Flood Insurance Study (FIS) and Flood Insurance Rates Maps (FIRM) dated July 18, 2011. Chairman Marcus opened the Public Hearing at 7:02 p.m. **Staff:** Staff entered the following into the record: *Staff Exhibits:*
    1. Copy of the Legal ad as published in the New London Day on April 15 & April 22, 2011.
    2. Letter from the Montville Town Clerk acknowledging receipt of the proposed Zoning Regulations, Flood Insurance Study and Flood Maps effective 7/18/11 and filed with her office on April 12, 2011.
    3. Copy of the Agenda as posted on April 20<sup>th</sup> with the Town Clerk for the Public Hearing.
    4. Municipal Notifications - proof of mailing and return receipts sent as follows:
      - a. Bozrah Town Clerk.
      - b. East Lyme Town Clerk.
      - c. Ledyard Town Clerk.
      - d. Norwich City Clerk.

- e. Preston Town Clerk.
  - f. Salem Town Clerk.
  - g. Waterford Town Clerk.
  - h. Southeastern Connecticut Council of Governments Regional Planning Commission.
  - i. Diane Ifkovic, State NFIP Coordinator Flood Management Program CT DEP.
  - j. Department of Environmental Protection Commissioner Amey Marella.
  - k. Ms. Krystal Kallenberg Dorismond Office of Long Island Sound Programs CT DEP.
  - l. Commissioner J. Robert Galvin, State of Connecticut Department of Public Health.
  - m. Norwich Public Utilities.
  - n. Norwich Water Department.
  - o. City of New London, Department of Public Utilities.
  - p. Southeastern Connecticut Water Authority.
  - q. Town of Montville WPCA.
5. Notifications sent pursuant to Public Notice Registry as follows:
    - a. Audrey Wasik for Ct Assoc. of Realtors.
    - b. Mark Suprenant.
    - c. Jeffrey C. Paquette.
    - d. James Orzechowski.
    - e. Eastern Connecticut Association of Realtors.
  6. Copy of the proposed text revisions along with a copy of the Flood Insurance Study and Flood Maps effective 7/18/11.
  7. Response received via email March 31, 2011 from Krystal Kallenberg-Dorismond at OLIS stating that they have no comments on this proposal.
  8. Response letter from Southeastern CT Council of Governments Regional Planning Commission dated March 28, 2011 stating that the proposed text amendments would not have any adverse inter-municipal impact signed by James Rabbitt.
  9. Response letter from Diane Ifkovic State NFIP Coordinator, CT DEP.
  10. New language to be added to Section 16.4.7 per Diane Ifkovics.

Commissioner Baron asked that it be noted that the Chairman of the Regional Planning Committee did not sign or approve the letter from the Regional Planning Committee. Discussion was held. Commissioners Baron and Ferrante had concerns with the language in Section 16.4.5 which referenced work to be performed by a licensed engineer vs. a land surveyor. Staff will ask Diane Ifkovic for clarification. **Public:** Town Councilor Russ Beetham commented on the cost of Flood Insurance and Staff advised that the rates are not determined by us. **A MOTION** was made by **COMMISSIONER TONER; SECONDED** by **COMMISSIONER DESJARDINS CONTINUE** the Public Hearing. Voice vote. All in favor. **8-0-0 MOTION CARRIED.**

#### **7. Zoning Issues:**

1. **Action items:** Discussion was held regarding the status of various Zoning complaints and issues including 430 Chapel Hill Road making mulch, goats on Lathrop Road, Fawn's View bonding, Raymond Hill Road issue with box trailer being used during construction, and 61 Noble Hill Road. Discussion was held regarding the excavation occurring at 61 Noble Hill Road with an expired permit. It was decided that the matter would be referred to the Town Attorney for the issuance of a Cease & Desist Order.
8. **Old Business:**
  1. **Action Items:**
  2. **Not Ready For Action:**
9. **Communications:** Staff advised that we had received the following: DEP letter re: Matera relative to the denial of a permit for a dam, Letters from the following towns regarding their Zoning Regulation changes as required by FEMA – Salem, Ledyard & Preston. Notice from SCCOG regarding OPM Workshop. Chairman Marcus advised that he had received the CT Technology Transfer Newsletter & CT Town & Country from CCM.
10. **Zoning Issues:**
  2. **Not Ready For Action:**
  3. **Zoning Officer's Report:** ZEO Report was distributed to the Commission. Discussion was held regarding Bergman Drive issue.
11. **Minutes:**
  - a.) Acceptance of the minutes from the Regular meeting of March 22, 2011. A **MOTION to APPROVE** (the minutes) was made by **COMMISSIONER SIRAGUSA; SECONDED** by **COMMISSIONER TONER**. Voice vote. 8-0-0 **MOTION CARRIED.**
12. **New Business:**
  2. **Not Ready For Action:** none
13. **Other business to come before the Commission:**

Discussion was held regarding the Mayor's proposed budget and the effect that will be felt by the Planning Office and by the Town. The Commission was upset since the proposed cuts to the Land Use Department Budget were not discussed with the Commission and that they had to read it in the paper. The Commission consensus was that it is necessary for the office staffing levels to remain as they are in order to provide the best service to the town and to prospective developers.

  - a.) Discussion of Commission meeting cancellation policies. Discussion was held regarding cancellation of meeting if there are no action items on the agenda. Consensus was reached that there is no need to meet if there's no action. This will need to be revised in the Commission's Rules and Procedures which will be revisited at a later date.
14. **Adjourn:** The meeting adjourned at 8:24 p.m.

Respectfully submitted,

Judy A. LaRose  
Recording Secretary

AN AUDIO RECORD OF THE MEETING IS ON FILE IN THE MONTVILLE TOWN CLERK'S OFFICE.