

TOWN OF WARREN  
**PLANNING & ZONING COMMISSION**  
Public Hearing and Regular Meeting Minutes  
Tuesday, February 14, 2017 - 7:30PM  
Warren Town Hall – 50 Cemetery Road

PRESENT WERE Susie Bates, Bob Bolte, Chris Brodhead, Brian Coyle, Phil Good, Robin Kasler, Howard Lethbridge, and Kelly Tobin. CZET Stacey Sefcik and Recording Secretary Richelle Hodža were also present. John Miller was not in attendance.

**PUBLIC HEARING CONTINUED**

Chairman Bolte called the meeting to order at 7:35 p.m., seated Mr. Good for Mr. Miller, and opened the continued PUBLIC HEARING in the matter of A. H. Howland & Associates, LLC for The Cove, LLC, North Shore Road (Assessor's Map 45 Lot 12-1) – Special Exception per Section 6.1.4 to Construct Single Family Dwelling & Septic System Outside the Buildable Area.

Ms. Sefcik read into the record an email from Mr. Sean Hayden of the Northwest Conservation District for the Lake Waramaug Task Force, dated February 13, 2017. The email communicated that Mr. Hayden's outstanding concerns had been satisfactorily resolved by proposals from Mr. Paul Szymanski of Howland and Associates. Mr. Szymanski was present and affirmed that he had spoken with Mr. Hayden to resolve the issues. Chairman Bolte asked for additional comments or questions from the Commission and invited the public to speak. Hearing nothing further, Chairman Bolte closed the public hearing.

**REGULAR MEETING**

Chairman Bolte called the regular meeting to order at 7:41 p.m., Mr. Good remained seated for Mr. Miller. Regarding the matter of Howland & Associates for The Cove, LLC, North Shore Road (Assessor's Map 45 Lot 12-1) – Special Exception per Section 6.1.4 to Construct Single Family Dwelling & Septic System Outside the Buildable Area.

APPROVAL OF MINUTES. Ms. Bates made a MOTION to APPROVE the Minutes of the February 7, 2017 Public Hearing and Special Meeting were approved with one CORRECTION: The Public Hearing in the matter of Lake Waramaug, LLC – Petition to Amend Section 17 of the Town of Warren Zoning Regulations Regarding the Conversion of Non-Residential Properties to Residential Use was scheduled for February 21, 2017 at 7:30 p.m. at the Warren Town Hall, NOT February 14, 2017; and one ADDITION: with regard to the Public Hearing in the matter of The Cove, LLC, North Shore Road (Assessor's Map 45 Lot 12-1) – Special Exception per Section 6.1.4 to Construct Single Family Dwelling and Septic System Outside the Buildable Area, Mr. Szymanski was to submit new plans removing all reference to activity at the dock by or before the next hearing. Mr. Brodhead SECONDED. Ms. Kasler abstained, the motion CARRIED.

OLD BUSINESS. Arthur Howland & Associates for The Cove, LLC, North Shore Road (Assessor's Map 45 Lot 12-1) – Special Exception per Section 6.1.4 to Construct Single Family Dwelling & Septic System Outside the Buildable Area. Vice Chairman Brodhead mad a MOTION to APPROVE the Special Exception. Mr. Lethbridge SECONDED. Chairman Bolte invited discussion. Mr. Coyle asked about the change to the composition of the driveway material, which had been discussed at the last meeting, but had not been indicated on the plans. The Commission stipulated that it wanted an additional 12 inches of stone beneath the proposed 6 inches of crushed, washed stone to improve permeability. Ms. Sefcik offered professional observations to the Commission, following which, Ms. Bates made a MOTION to AMEND the motion on the floor such that the application be APPROVED with the following CONDITIONS: (1) the driveway is to be constructed with an additional 12 inches of stone underlayment; (2) periodic inspections of Erosion and Sedimentation controls shall be conducted at the discretion of Warren's Land Use Official and/or a third party professional at the expense of the applicant; and (3) the work shall be conducted per the site plans submitted and dated February 14, 2017. Mr. Brodhead SECONDED the MOTION to AMEND THE MOTION. All were in favor of amending the motion. The motion CARRIED.

Chairman Bolte called for a vote on the AMENDED MOTION as stipulated above. The Commissioners voted to UNANIMOUSLY to APPROVE the application for Special Exception subject to the three conditions stated.

Chairman Bolte announced the application by A. H. Howland & Associates LLC on behalf of The Cove, LLC, North Shore Road (Assessor's Map 45 Lot 12-1) for a Zoning Permit to Construct Single Family Dwelling and Associated Appurtenances. Discussion arose about the draft of the "Grant of Driveway Easement." Chairman Bolte pointed out that the references in the document to maps are insufficient. After further discussion and clarifications from Attorney James G. Kelly, on behalf of the applicant, a survey map was submitted to the Commission for its files. It was agreed that the document would be revised to include proper references to survey and other maps and their dates. Ms. Sefčik drew the Commission's attention to an overhang above the proposed steps within the side yard setback. Mr. Szymanski approached the Commission and read definitions from the Zoning Regulations. There was a fair amount of discussion about the regulations and their interpretation with regard to the proposed overhang. The Commission was apt to agree neither with Mr. Szymanski's nor Attorney Kelly's interpretation. Ms. Sefčik offered to submit the question to the Town's attorney. Mr. Szymanski offered to remove the overhang from the application and from the drawings and did so before the Commission. Ms. Sefčik recommended that an "as-built" (A-2 Survey) be required after the foundation is poured. Ms. Bates made a MOTION to APPROVE the application with the conditions that (1) the revised "Grant of Driveway Easement" be filed on the land records and (2) that an A-2 Survey be provided upon the completion of the foundation. Ms. Tobin SECONDED, the motion CARRIED.

The application of the Salks, 379 Lake Road – Special Exception per Section 8.5 of the Town of Warren Zoning Regulations to Permit an Accessory Apartment remained scheduled for a Public Hearing Scheduled on February 21, 2017.

The application of Samgold, LLC, 102 North Shore Road – Special Exception per Section 16.3 of the Town of Warren Zoning Regulations to Construct Single Family Dwelling and Pool within the Shoreline Setback Area remained scheduled for a Public Hearing Scheduled on March 14, 2017.

The application of Lake Waramaug, LLC – Petition to Amend Section 17 of the Town of Warren Zoning Regulations Regarding the Conversion of Non-Residential Properties to Residential Use remained scheduled for a Public Hearing Scheduled on February 21, 2017.

NEW BUSINESS. None.

CORRESPONDENCE. Ms. Sefčik drew the Commission's attention to several upcoming training sessions that members were invited to attend, including those sponsored by the Connecticut Bar Association and the Northwest Hills Council of Governments. She also mentioned that the law firm used by the Town (Branse and Willis) is merging with another firm.

ZONING ENFORCEMENT OFFICER'S REPORT. Ms. Sefčik submitted a three page written report to the Commission. Ms. Bates made a MOTION to table its acceptance to the next meeting, Ms. Tobin SECONDED. The motion CARRIED.

OTHER BUSINESS PROPER. Ms. Jocelyn Ayer of the Northwest Hills Council of Governments gave a presentation on the Regional Plan of Conservation and Development.

Mr. Brodhead made a MOTION TO CLOSE the meeting at 9:17 pm. Ms. Tobin SECONDED. The motion CARRIED. The next special meeting and public hearing will be on Tuesday, February 21, 2017 at 7:30 p.m.

Respectfully submitted,



Richelle Hodža  
Recording Secretary