

MINUTES

Planning & Zoning Commission
Waterford Town Hall

May 23, 2011
7:00 PM

Members Present: E. Maguire, G. Hughes, T. Ward, D. Award
Members Absent: J. Auwood
Alternates Absent: B. Chenard, A. Laben (1 vacancy)
Staff Present: T. Wagner, M. Wujtewicz, D. Choisy

1. CALL TO ORDER AND APPOINTMENT OF ALTERNATES

Chairman Maguire called the meeting to order at 7:00.

2. APPROVAL OF MINUTES

MOTION: Motion made by T. Ward, seconded by D. Award, to approve the minutes of the May 9, 2011 meeting as written.

VOTE: 4-0

3. RECEIPT OF APPLICATIONS

#PZ2011-008 ó Request of Waterford FarmersøMarket to hold farmersømarkets on property located at 15 Rope Ferry Road on Saturdays from June 25, 2011 to October 29, 2011.

M. Wujtewicz stated that this application was in order for receipt and appears later on the agenda for the Commissionø review.

#PZ2011-009 – Application to amend Sections 17a.1.1, 17a.2, 17a.2.3.2, 17a.3.2, 17a.5.4, 17a.7.1, 17a.7.3, 17a.13, 17a.14, 17a.15 and 17a.16 of the Waterford Zoning Regulations (Seaside Preservation District).

T. Wagner stated that this application is in order for receipt. The public hearing date has been set for June 13, 2011.

#PZ2011-007 – Application of the Waterford Planning & Zoning Commission to amend Section 25.3 of the Waterford Zoning Regulations (Development in Flood Hazard Areas), Section 1.20 (Development), and replace the term ømobile homesö with ømanufactured homesö as necessary throughout the regulations.

M. Wujtewicz stated that this application is in order for receipt. The public hearing date has been set for June 27, 2011.

4. APPLICATION REVIEWS

#PZ2011-008 ó Request of Waterford FarmersøMarket to hold farmersømarkets on property located at 15 Rope Ferry Road on Saturdays from June 25, 2011 to October 29, 2011.

MOTION: Motion made by G. Hughes, seconded by T. Ward, to approve Application #PZ2011-008.
VOTE: 4-0

It was the consensus of the Commission to allow future applications for the Waterford Farmer's Market to be reviewed by Staff administratively.

5. ADMINISTRATIVE REVIEW

Certificate of Occupancy Request – FW Webb, 570 Vauxhall St. Ext.

T. Wagner stated that this project was approved as a Planned Group Development, and therefore requests the Commission's authorization for Staff to issue a Certificate of Occupancy. Inspections have been done, and a punch list of outstanding items has been given to the contractor. Completion is expected by the middle of June.

MOTION: Motion made by T. Ward, seconded by D. Award, to authorize Staff to sign off on the Certificate of Occupancy pending the completion of all outstanding items.

VOTE: 4-0

Request for Roadway Acceptance – Cottage Lane

M. Wujtewicz stated that Staff is still waiting for certification from the design engineer that the stormwater basin will function as designed and that the outstanding punch list of items has been completed.

T. Wagner requested that the Commission vote In and Out of Series Budget Transfers and Additional Appropriations to Personnel Costs onto the agenda.

MOTION: Motion made by D. Award, seconded by T. Ward, to vote the budget transfers and additional appropriations onto the agenda.

VOTE: 4-0

T. Wagner reviewed the requested In and Out of Series budget transfers outlined in his memo to the Commission dated May 20, 2011.

MOTION: Motion made by D. Award, seconded by T. Ward, to approve the following In and Out of Series Budget Transfers and Additional Appropriations to Personnel Costs:

- In Series

From: 10110 51210 Clerical \$ 425
To: 10110 51810 Overtime \$ 425
Reason: amount is needed to cover a higher rate of secretary pay for ZBA

From: 10110 51210 Clerical \$10,615
To: 10110 51120 Inspection \$10,615
Reason: amount is needed to cover the settlement of the GGA contract and the excess amount in the Clerical line item is due to the position being vacant for over 3 months

From: 10110 51910 Fringe Benefits \$ 75
To: 10110 51120 Inspection \$ 75
Reason: Part of the clothing allowance is not being used.

- Out of Series:

From:	10110 52020	Postage	\$	400
From:	10110 52050	Dues, Conferences	\$	100
From:	10110 52060	Printing	\$	450
From:	10110 52070	Reimbursable	\$	165
From:	10110 53010	Office Supplies	\$	365
Total				\$ 1,480

To: 10110 51120 Inspection \$ 1,480
Reason: settlement of the GGA contract

- Additional Funds:

To:	10110 51110	Administration	\$10,535
To:	10110 51120	Inspection	\$10,258
To:	10110 51920	FICA	\$ 1,275

Reason: settlement of the GGA contract

VOTE:4-0

Proposed Revisions to Town of Waterford Inland Wetlands & Watercourses Regulations

T. Wagner informed the Commission that the public hearing on the revisions to the Inland Wetlands and Watercourses Regulations will be held on Thursday, May 26.

6. CORRESPONDENCE

- T. Wagner stated that a Siting Council application for Verizon to locate a telecommunications facility at one of two sites in Waterford. One of the sites is located at 146 Old Colchester Road, which is Town-owned property. He stated that the complete application is in the Permitting Office if any Commission members wished to review it.

7. ADJOURNMENT

MOTION: Motion made by D. Award, seconded by G. Hughes, to adjourn the meeting at 7:09

VOTE:4-0

Respectfully Submitted,

Dawn Choisy
Recording Secretary