



TOWN OF OLD SAYBROOK  
**Planning Commission**

*Kenneth W. A. Soudan, Chairman  
Kathleen A. Sugland, Vice Chairman  
Trevor D. Ladd, Secretary*

302 Main Street  
Old Saybrook, Connecticut 06475

**oldsaybrookct.gov**

*Robert D. Missel  
Paula S. Kay  
Douglas S. McCracken, Alternate  
Thomas R. Cox, Alternate  
Mark Patterson, Alternate*

**MINUTES**  
**REGULAR MEETING**  
**Wednesday, January 16, 2019 at 7:00 P.M.**  
Town Hall, 1<sup>st</sup> Floor Conference Room  
302 Main Street, Old Saybrook

**I. CALL TO ORDER**

Chairman Ken Soudan called the meeting to order at 7:00pm.

**II. ROLL CALL**

Members present: Ken Soudan, Kathy Sugland, Trevor Ladd, Robert Missel, Paula Kay, Doug McCracken, Mark Patterson

Members absent: Thomas Cox

Staff: Christine Nelson, Town Planner, Carl Fortuna, First Selectman, Meryl Moskowitz, Recording Clerk

**III. REGULAR BUSINESS**

**A. Minutes**

MOTION to approve the meeting minutes of November 7, 2018, amended to show Christine Nelson present; MADE by R. Missel; SECONDED by K. Soudan; VOTING IN FAVOR: K. Soudan, K. Sugland, R. Missel, T. Ladd, P. Kay; OPPOSED: None; ABSTAINED: None; APPROVED: 5-0-0.

MOTION to approve the meeting minutes of December 5, 2018 amended to include "Minutes" in the title; MADE by D. McCracken, SECONDED by K. Soudan; VOTING IN FAVOR: K. Soudan, K. Sugland, R. Missel, T. Ladd, P. Kay; OPPOSED: None; ABSTAINED: None; APPROVED: 5-0-0.

**IV. REFERRALS**

**A. Tree Trimming and Tree Removal for Utility Maintenance on Scenic Roads**

Designated Scenic Ingham Hill Road and Schoolhouse Road  
Petitioner: Board of Selectmen

Jenna Turner, arborist for Eversource, and Ben Davis with Lucas Tree company, contractor to Eversource, reported on plans for upcoming tree trimming and tree removal on Ingham Hill Road and Schoolhouse Road, which because the roads are designated as 'scenic', must be referred to the Planning Commission.

J. Turner reviewed a map of proposed tree trimming and the areas where concentrated outages have occurred, most notably at the bottom of Ingham Hill Road. She stated that the gypsy moth and emerald ash bore are the cause of a lot of the disease affecting trees, with oak and ash seeing an increase in mortality. She stated they go door to door to obtain signed consent whenever they need to trim or remove a tree.

B. Davis explained that permission will be obtained from homeowners, as well as from the Town. He will review planned tree trimming and removal with First Selectman Carl Fortuna, and then tag the trees. He stated that the trimming is mostly preventative maintenance.

First Selectman Carl Fortuna stated that the tree warden is consulted and works with him as well. He noted that over the years there continues to be lots of tree loss and that he has explored ways to replace them.

Tedd Levy, Old Saybrook resident, stated he is not convinced by the arguments presented in favor of tree trimming and removal. He asked that the Planning Commission look into obtaining funds to replace some of the trees.

MOTION to approve “ <b>Tree Trimming and Tree Removal for Utility Maintenance on Scenic Roads</b> ” Designated Scenic Ingham Hill Road and Schoolhouse Road as it is consistent with Town Code Ch. 169-4 Alteration; improvement; maintenance of Scenic Roads; MADE by P. Kay, SECONDED by K. Sugland; VOTING IN FAVOR: K. Soudan, K. Sugland, R. Missel, T. Ladd, P. Kay; OPPOSED: None; ABSTAINED: None; APPROVED: 5-0-0.
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- B. **Municipal Improvement for Easement for Highway Purposes**  
at #167-1 Elm St. (Assessor's Map 39 / Lot 6)  
Petitioner: Old Saybrook Board of Selectmen

C. Fortuna explained that the improvements will make the intersection much safer, and ultimately a name change will make it easier for those navigating there as well as for package and mail delivery to businesses. Part of the improvement involves moving a telephone pole, which Eversource has agreed to undertake. He explained that the section of road is not an accepted town road, but rather a piece of land. He is asking for approval to accept the easement from the property owner.

MOTION to approve **Municipal Improvement for Easement for Highway Purposes** at #167-1 Elm St. (Assessor's Map 39 / Lot 6) and to recommend re-naming of the road at a later date; MADE by T. Ladd, SECONDED by R. Missel; VOTING IN FAVOR: K. Soudan, K. Sugland, R. Missel, T. Ladd, P. Kay; OPPOSED: None; ABSTAINED: None; APPROVED: 5-0-0.

C. **Re-Designation of Road Name**

to Research Parkway for that portion of Elm Street fronting property at #167-1, #167-3, #169, #171, #175-1, #175-2, #175-4, #175-5 and #175-6  
 Petitioner: Old Saybrook Board of Selectmen  
 No discussion.

D. **Petition to Amend the Old Saybrook Zoning Regulations**

Sect. 9 Definitions; Sect. 10.11 Flood Compliance; Sect. 53 Special Standard; Sect. 33.1.6 Business B-3 District; Sect. 58.2, 58.6 & 59.2.9 Gateway Conservation Zone (GCZ); Sect. 68.1.5C Building Design.  
 Petitioner: Old Saybrook Zoning Commission

C. Nelson reviewed proposed changes to the Zoning Regulations, particularly flashing signs versus changing signs.

MOTION to approve **Petition to Amend the Old Saybrook Zoning Regulations** Sect. 9 Definitions; Sect. 10.11 Flood Compliance; Sect. 53 Special Standard; Sect. 33.1.6 Business B-3 District; Sect. 58.2, 58.6 & 59.2.9 Gateway Conservation Zone (GCZ); Sect. 68.1.5C Building Design; MADE by K. Soudan, SECONDED by T. Missel, VOTING IN FAVOR: K. Soudan, K. Sugland, R. Missel, T. Ladd; OPPOSED: None; ABSTAINED: P. Kay; APPROVED: 4-0-1.

B. **Correspondence**

None.

C. **Committee, Representative & Staff Reports**

C. Nelson reported on the following:

- the Long Island Blue plan, to which she is a municipal representative;
- those updating the Natural Hazard Mitigation Plan met in December and are preparing for a public meeting and presentation February 6;
- the Land Use Department is holding a public meeting 6pm January 30 at the Vicki Duffy Pavilion at which all Land Use agencies and commissions will present their latest work;
- the state has a new mandate that the town is to have an affordable housing plan, to be updated every 5 years;

- progress of sidewalk installations, and that the Town has applied for \$1.4 million for sidewalks;

- progress of parking lot and turn-around at terminus of Ingham Hill Road;

- Old Saybrook achieved Bronze certification by Sustainable CT. A plaque is in the first floor hallway.

K. Sugland reported that as a member of the team working on the update to the Economic Development section of the Town Plan, she attended a Chamber of Commerce meeting, and she and other team members will next meet with the O.S. Middle School and Rotary.

D. Election of Officers

After a brief discussion a motion was made to re-elect the current slate of officers.

MOTION to approve the existing slate of officers, Ken Soudan, Chairman, Kathy Sugland, Vice Chair, and Trevor Ladd, Secretary; MADE by R. Missel; SECONDED by P. Kay; VOTING IN FAVOR: K. Soudan, K. Sugland, R. Missel, T. Ladd, P. Kay; OPPOSED: None; ABSTAINED: None; APPROVED: 5-0-0.

V. **ADJOURNMENT**

**MOTION** to adjourn at 8:36p.m. until the next regularly scheduled meeting of the Planning Commission which will be held on Wednesday, February 6, 2019 at 6:30 p.m., at 302 Main Street; MADE by K. Soudan; SECONDED by T. Ladd; VOTING IN FAVOR: K. Soudan, T. Ladd, R. Missel, P. Kay, K. Sugland; OPPOSED: None; ABSTAINING: None; APPROVED: 5-0-0.

Respectfully submitted,

Meryl Moskowitz  
Recording Clerk