



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](http://oldsaybrookct.gov)

*Robert D. Missel  
Paula S. Kay  
Douglas S. McCracken, Alternate  
Vacancy, Alternate  
Vacancy, Alternate*

**MEETING MINUTES**

Wednesday, January 17, 2018 at 7:00 P.M.  
Town Hall, 2<sup>nd</sup> Floor Conference Room  
302 Main Street, Old Saybrook

**I. CALL TO ORDER**

Chairman Ken Soudan called the meeting to order at 7:03pm.

**II. ROLL CALL**

Members present: Ken Soudan, Kathleen Sugland, Trevor Ladd, Paula Kay, Doug McCracken seated for Robert Missel

Members absent: Robert Missel

Staff: Christine Nelson, Town Planner; Susan Beckman, Economic Development Coordinator; Meryl Moskowitz, Recording Clerk; Carol Conklin, Chairman, Economic Development Commission.

K. Soudan acknowledged the excellent work of past Chairman Janis Esty and thanked her for her many years of service to the Commission.

**III. REGULAR BUSINESS**

**A. Minutes**

**MOTION** to approve the minutes of January 3, 2018 as presented; **MADE** by K. Sugland; **SECONDED** by P. Kay; **VOTED IN FAVOR:** K. Soudan, K. Sugland, T. Ladd, P. Kay; **OPPOSED:** none; **ABSTAINED:** D. McCracken; **APPROVED:** 4-0-1.

**B. Correspondence**

A memo from the Zoning Enforcement Officer to add an item to the agenda.

**MOTION** to amend the agenda to hear 'Change to Lot #6 of Pasbeshauke Subdivision' (add 0.04 ac.) 11 Whisper Cove Road (Map 53 / Lot 40-7) Residence AA-2 District, Coastal Mgmt. Zone, Gateway Conservation Zone after Section IV. Item B.; **MADE** by K. Soudan; **SECONDED** by D. McCracken; **VOTED IN FAVOR:** K. Soudan, K. Sugland, T. Ladd, P. Kay, D. McCracken; **OPPOSED:** none; **ABSTAINED:** none; **APPROVED:** 5-0-0.

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

C. Nelson reported that the consultants of the Sea Level Rise report are preparing an



executive summary; no timeline was given.

#### IV. WORKSHOP

##### A. "Economic Development" section of the Town Plan

C. Nelson, Carol Conklin, and Susan Beckman explained that the Economic Development Section of the Town Plan was last updated in 2006, and an economic development document, known as the Mullen Report, was prepared in 2002. S. Beckman asked the Planning Commission for guidance and support to update the Economic Development section, as the EDC goes through a strategic plan process. She also stated that the EDC may request funding from the Planning Commission should it be determined to hire a consultant to create a strategic plan. S. Beckman stated that the strategic plan would look at where the Town needs to be in the next 10 to 20 years. C. Nelson added that it would provide a vision that would be articulated into the town plan.

It was agreed that next steps are to form a small group to create a scope of work. Kathy Sugland volunteered to join S. Beckman, C. Nelson, and C. Conklin, and the group will report back at the February 21 meeting.

Planning Commission members agreed they are open to working with the EDC on this matter.

##### B. "Residential Development" section of the Town Plan

C. Nelson explained that the state statutes changed, and now require every town to have an affordable housing plan. Background materials were distributed to members, including a two page brief "The Affordable Housing Land Use Appeals Procedure," CT Fair Housing Center's "Guide to Zoning for Fair and Open Communities," and State Statute, Chapter 126, "Municipal Planning Commissions".

C. Nelson suggested that for the Residential Development section, it is a matter of assessing what the Town is doing right, and what it could or should be doing.

##### C. Change to Lot #6 of Pasbeshauke Subdivision (add 0.04 ac.)

11 Whisper Cove Road (Map 53 / Lot 40-7)

Residence AA-2 District, Coastal Mgmt. Zone, Gateway Conservation Zone

**MOTION** to approve Change to Lot #6 of Pasbeshauke Subdivision (add 0.04 ac.) 11 Whisper Cove Road (Map 53 / Lot 40-7) Residence AA-2 District, Coastal Mgmt. Zone, Gateway Conservation Zone; **MADE** by P. Kay; **SECONDED** by T. Ladd; **VOTED IN FAVOR**: K. Soudan, K. Sugland, T. Ladd, P. Kay, D. McCracken; **OPPOSED**: none; **ABSTAINED**: none; **APPROVED**: 5-0-0.

#### V. ADJOURNMENT

**MOTION** to adjourn the meeting at 8:50 P.M. until the next regularly scheduled meeting of the Planning Commission which will be held on Wednesday, February 7, 2018, at 7:00 P.M., Town Hall, 302 Main Street, 1<sup>st</sup> Floor Conference Room; **MADE** by D. McCracken; **SECONDED** by P. Kay; **VOTED IN FAVOR**: K. Soudan, K. Sugland, T. Ladd, P. Kay, D. McCracken; **OPPOSED**: none; **ABSTAINED**: none; **APPROVED**: 5-0-0.

Respectfully submitted,

Meryl Moskowitz  
Recording Clerk