

**Town of Hampton
Planning and Zoning Commission
Regular Meeting Minutes
October 22, 2012**

Call to Order- Chair Grindle called the regular meeting of the Planning and Zoning Commission to order at 7:37PM.

Roll Call

Present: Grindle, DeCarli, DeCesare, Hyde and Langer

Absent: None

Alternates Present (not seated): Thompson, Hochstetter

Staff: M. Fraenkel

Seating of Alternates: none needed

Additions to the Agenda

1. New business: staff job title
2. Old business: update on buildout analysis

Audience for Citizens - None.

Approval of Minutes

MOTION: DeCesare moved to approve the minutes of September 24, 2012. He then withdrew motion because of technical difficulties in preparing the minutes that may result in changes to the document. Hyde moved to table action on the minutes, Langer seconded. Unanimously approved.

Old Business

1. Discussion of revisions to zoning regulations. Discussion of possible revisions to the regulations governing the Business Zone proceeded.

Approval by special permit with site plan review was recommended as preferable, at least in general, for uses in this zone.

Members inquired about the process for conversion of one nonconforming use to another. Fraenkel will review current regulations.

Fraenkel distributed draft regulations including a list of proposed uses for the B Zone following review of regulations in Brooklyn, Bolton, Hebron, Chaplin and Canterbury.

Members agreed to delete stand alone warehousing but allow warehousing ancillary to other uses. Consensus was to eliminate motels/hotel, taverns and bars.

Discussion followed on how to ensure that any new structures would be aesthetically acceptable.

Fraenkel asked that members return with visions of what each would consider an optimal appearance for development within the business zone, including consideration of setbacks, buffers, landscaping, and structural elements. She mentioned that photographs and diagrams can be added to the regulations to help clarify standards to applicants.

Members asked about nontaxable properties in the business zone such as Eastconn. Fraenkel will investigate further.

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It was agreed that restaurants could not include drive-throughs but these would be allowed for banks and pharmacies.

Further discussion will occur at the next meeting.

2. Buildout analysis by Univ of CT.

Thompson gave an update on the status of the buildout analysis being prepared by senior students in landscape architecture at the Univ. of CT.

He said students will be completing the project soon and a special meeting will be scheduled for a presentation of the analysis on a Thursday evening in November. Commissioners will be given notice.

New Business

1. Title of Staff position. Fraenkel explained the difference between the job of a planner and a zoning official and reported that her job encompasses both of these positions. She suggested that her title be revised to be land use planner/zoning official, as this will correctly indicate to the general public the responsibilities and services she fulfills and provides.

MOTION: Grindle moved to retitle position with no change in duties and Langer seconded. Motion unanimously approved to retitle position as suggested.

Zoning Official Report

One new house is going up on Drain Street and an application has been forwarded to ZBA for a setback variance on Kenyon Rd.

Communications

WINCOG Report- meeting was cancelled.

PZC Federation Newsletter - Fraenkel noted a case in which the court ruled that a Town could not revoke a building permit, once issued.

Adjournment

MOTION: Hyde/ Langer moved/ seconded to adjourn meeting. All in favor; motion passed.

Meeting adjourned at 9:00PM.

Respectfully submitted,

Martha Fraenkel
Acting Recording Clerk