

**TOWN OF SALEM  
PLANNING & ZONING COMMISSION  
REGULAR MEETING MINUTES  
TUESDAY, SEPTEMBER 26, 2017 – 7:00 P.M.  
SALEM TOWN OFFICE BUILDING**

**PRESENT**

Joseph Duncan, Chair  
Vernon Smith, Vice-Chair  
John Gadbois, Secretary  
Ron LaBonte  
Jennifer Lindo-Dashnaw  
Ruth Savalle  
Eric Wenzel

**ABSENT**

Jim Mulholland, Alternate  
David Miller, Alternate

**ALSO PRESENT**

Town Planner Richard Serra

**CALL TO ORDER**

Chairman Duncan called the meeting to order at 7:00 p.m.

**PLEDGE OF ALLEGIANCE**

**PUBLIC HEARING(S):** *none*

**PETITIONERS/PUBLIC COMMENT:** *none*

**APPROVAL OF MINUTES OF PREVIOUS MEETING(S):**

Regular Meeting Minutes: September 19, 2017

**M/S/C: Smith/Lindo-Dashnaw, to approve the Regular Meeting Minutes of September 19, 2017. Discussion: None. Voice vote, 7-0, all in favor.**

**OLD BUSINESS:**

**1. Continue discussion – Cluster Development**

Following the Commission's discussion, Town Planner Serra reviewed the draft and offered some additional suggestions and considerations with the Commissioners, including:

- Elaborating upon the procedure of proposing a conventional and proposed cluster development layout
- Open Space requirement
- Determining the Density and the possibility of including a statement providing the Commission with the ability to determine the density of a proposed development following a review of the conventional and proposed cluster development plans
- Possibility of offering a Density Bonus for affordable housing

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- Percentage of Regulated Wetlands and the possibility of raising the current required percentage of regulated wetlands of 10%
- Rear/Flag Lots – According to the Regulations, rear/flag lots require a minimum frontage of 25', must be a minimum of 2 acres, and the driveway must be a minimum of 200' from another, similar driveway. Being located behind another single-family residence, their inclusion would decrease the length of necessary road frontage as well as allow for some design flexibility. Chairman Duncan felt, and Commissioner Lindo-Dashnaw agreed, that the allowance of rear/flag lots would defeat the purpose of the Regulation because it would require more space. In such case, Town Planner Serra suggested the possibility of including a statement in the Regulation prohibiting flag/rear lots.
- Design Flexibility
- Uses – The possibility of allowing three-family units, as included in the existing Regulations, in addition to single- and two-family residences.

Chairman Duncan is in favor of the idea of allowing for a variety of housing options and price ranges and proposed the possibility of reducing the minimum lot size. Due to well and septic limitations, the standard lot size is 40,000 SF and the approval of a smaller lot size would be extremely difficult. Commissioner Smith reminded the Commission the importance of taking into consideration what they would like the Town of Salem to look like as they develop these Regulations. Discussion ensued regarding existing cluster developments located in the neighboring towns of Colchester, Lebanon, Windham (2), Norwich, and Ledyard (3).

The Commissioners agreed to set the minimum open space requirement to 35% of the total proposed lot, with a minimum lot size of 40,000 SF. Specific editing changes will be discussed at their next meeting.

## **NEW BUSINESS:**

### **1. Discuss Possible Zoning Regulation Amendments:**

- a. Temporary Health Care Structures; non-conforming setbacks; Accessory Apartment approval; Other

Temporary Health Care Structures – The item was tabled, pending input from the Board of Selectmen.

Accessory Apartments – The Commission agreed to add the following verbiage, providing the Agent with the discretion to decide as to whether an accessory apartment, attached or detached, application should be referred to the Commission:

- 3.21.1 An accessory apartment may be permitted by the Commission, *or its Agent*, when the following conditions are met: (date)

Thus far, the following Regulation Amendments will be scheduled for a Public Hearing in the near future: Section 6A – Rural Cluster Development, Section 12.5 regarding Nonconforming Setbacks, and Section 3.21.1, regarding Accessory Apartments.

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**ENFORCEMENT OFFICER'S REPORT/INLAND WETLANDS AND CONSERVATION  
COMMISSION REPORT:**

**ZWEO Report** – *none*

**Town Planner Report**

Town Planner Serra reported that he has been invited to the upcoming Economic Development Commission (EDC) Special Meeting where they will be reviewing the questionnaire and Plan of Conservation and Development (POCD). The EDC, who has also been discussing the possibility of promoting their publications, will working with and volunteering as a test subject for seCTer (Southeastern Connecticut Enterprise Region), who is in the process of revamping their website.

In response to Commissioner Smith, Town Planner Serra stated that there has been legislation regarding the development of a plan by the State regarding the general distribution location of cell towers. He is unsure as to the inclusion of road right-of-ways.

**CORRESPONDENCE:** *none*

**PETITIONERS/PUBLIC COMMENT:** *none*

**PLUS DELTAS:**

Commissioner Smith reported that Robyn McKenney, the wife of a very respected former Chairman of the Commission recently passed away and expressed his sadness and invited the Commission to send their prayers, peace, and comfort to his family.

**ADJOURNMENT:**

**M/C: Lindo-Dashnaw, to adjourn the meeting at 8:18 p.m. Discussion: None. Voice vote, 7-0, all in favor. Meeting adjourned.**

Respectfully Submitted by:

Agnes Miyuki, Recording Secretary for the Town of Salem