

**TOWN OF SALEM
PLANNING & ZONING COMMISSION
REGULAR MEETING MINUTES
TUESDAY, OCTOBER 17, 2017 – 7:00 P.M.
SALEM TOWN OFFICE BUILDING**

PRESENT

Joseph Duncan, Chair
Vernon Smith, Vice-Chair
John Gadbois, Secretary
Ron LaBonte
Ruth Savalle
Eric Wenzel
David Miller, Alternate (*seated*)

ABSENT

Jennifer Lindo-Dashnaw
Jim Mulholland, Alternate

ALSO PRESENT

Town Planner Richard Serra
Board of Selectmen Liaison David Kennedy

CALL TO ORDER

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

PLEDGE OF ALLEGIANCE

Alternate Member Miller was seated for Full Member Lindo-Dashnaw.

PUBLIC HEARING(S): *none*

PETITIONERS/PUBLIC COMMENT: *none*

APPROVAL OF MINUTES OF PREVIOUS MEETING(S):

Regular Meeting Minutes: September 26, 2017

M/S/C: Savalle/LaBonte, to approve the Regular Meeting Minutes of September 26, 2017.

Discussion: None. Voice vote, 7-0, all in favor.

OLD BUSINESS:

1. Continue discussion – Cluster Development

Based on the Commission's discussion last month regarding Cluster Developments, Town Planner Serra investigated and created a draft of two possible versions of the Regulation:

1. 40,000 SF minimum size lot
2. Flexible minimum lot size, which is loosely based on and somewhat similar to Soil-based Zoning in which the minimum lot size would depend upon the soil type and amount of each soil type on the proposed property. Due to septic, well, setback, and Net Buildable Area (NBA) requirements, the smallest lot size possible would be 20,000 SF.

To eliminate any conflict or complications, he recommended that the definition of the Net Buildable Area be amended in, at least, the Subdivision (Section 2.13) Regulations to read:

Town of Salem Planning & Zoning Commission Regular Meeting Minutes
Tuesday, October 17, 2017

1. Size:

- a) A minimum size of 40,000 square feet unless otherwise designated in these *or the Zoning* regulations.

A similar amendment may be applied to the Zoning (Section 2.1, Terms Defined) Regulations. He also proposed the possibility of providing a density bonus for affordable housing.

Discussion ensued regarding the two versions. Chairman Duncan felt that Version 2 would allow the developer with greater flexibility in creating the design and layout of the area and achieves the main goal of a Cluster Development, which is to have the smallest footprint on a given piece of property. He is also in favor of providing a density bonus, which would expand the types of housing the Town can offer to its (future) residents. Ultimately, the well and septic distances will limit the lot sizes and the number of dwellings proposed in a Cluster Development would not exceed that of a Conventional Subdivision, unless a Density Bonus is included in the Regulation. Cluster Developments would be allowable in Rural A and B Zones. The Commissioners agreed that Version 2 would best meet their goals and provide the developer with some flexibility and creativity. They also agreed that the inclusion of a 10% Density Bonus would be in the best interest of the Town and provide a positive incentive for the developer.

Town Planner Serra will add a section regarding the Density Bonus to Version 2 of the Draft Regulation for further review and discussion.

2. Continue discussion – Possible Zoning Regulation Amendments

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

Selectman Kennedy reported that the Board of Selectmen extensively discussed the Act regarding Temporary Health Care Structures and, because there appears to be no sense of urgency, requested that the Commission carefully review every aspect of the Act, gauging its advantages and disadvantages to both the Town and its residents, including any financial ramifications. He informed the Commission that the Town may require a bond of up to \$50,000.00 to ensure the removal of the structure within a given time frame and noted that, according to recently published statistics, the population of residents age 60 and over is steadily increasing and may make up the majority of the Town's population within the next 15 years.

Town Planner Serra distributed the September 21, 2017 East Lyme Zoning Commission Regular Meeting Minutes recording the Commission's discussion regarding the Act and the Resolution that was subsequently approved and sent to the Board of Selectmen by the Commission following the Public Hearing. He also provided the Commission with a draft Regulation, which includes the bond and permit fee amount, should the Commission

Town of Salem Planning & Zoning Commission Regular Meeting Minutes
Tuesday, October 17, 2017

decide not to opt out of the Act. He reminded the Commission that the Town does allow accessory apartments and the Act would be most applicable in situations where an immediate short-term solution becomes necessary for the care of a loved one. According to Attorney Steve Byrne, to the best of his knowledge, the majority of towns are taking a “wait and see” approach.

Discussion ensued regarding the possibility of a property owner placing a recreational vehicle and utilizing it as a temporary housing structure. According to the Town’s Zoning Regulations, while residents may park a trailer on their property within the proper setbacks, it must be unoccupied. It was noted that the Act does not stipulate any medical equipment or ADA accessibility requirements. The Commission will review the proposed draft regulation that may be incorporated into the Town’s existing regulations for further discussion.

The non-conforming setbacks and accessory apartment approval were previously discussed and will be included in the Commission’s future Public Hearing.

NEW BUSINESS:

1. Town of Colchester Zoning Regulation Amendment Referral

The Commission reviewed a Zoning Regulation Amendment Referral received from the Town of Colchester regarding two-family dwellings and agreed that the Amendment would have no adverse impact on the Town of Salem; Town Planner Serra will inform them as such.

ENFORCEMENT OFFICER’S REPORT/INLAND WETLANDS AND CONSERVATION COMMISSION REPORT:

ZWEO Report – none

Town Planner Report

Town Planner Serra reported on a recent Economic Development Commission (EDC) Meeting during which the members began developing a Five-Year Plan. He is also in the process of organizing a meeting with EDC Chairman Frank Sroka, seCTer (Southeastern Connecticut Enterprise Region), and himself to discuss the possibility of the EDC acting as a test subject as part of the revamping of seCTer’s website.

The City of Groton will be hosting a free *Fundamentals in Economic Development* Workshop on November 1, 2017, 5:30-7:30 p.m., at the Municipal Building Council Chambers.

A Planning & Zoning and Wetlands Applications were provided to a potential applicant who is interested in constructing a self-storage facility to be located on Route 85, south of *Academi*.

CORRESPONDENCE:

Chairman Duncan recited correspondence that was received by First Selectman Kevin Lyden regarding the State’s budgetary issues and requesting that all Departments, Boards, and

Town of Salem Planning & Zoning Commission Regular Meeting Minutes
Tuesday, October 17, 2017

Commissions determine any potential reductions. Town Planner Serra provided the Commission with a copy of the Commission's current fiscal year budget for review and discussion at their next meeting.

PETITIONERS/PUBLIC COMMENT: *none*

PLUS DELTAS: *none*

ADJOURNMENT:

M/S/C: LaBonte/Savalle, 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