

MEETING MINUTES OF PLANNING AND ZONING COMMISSION
JUNE 25, 2019

The West Haven Planning & Zoning Commission held a Regular Meeting on Tuesday, June 25, 2019, in the Harriet North Room, 2nd Floor, City Hall, 355 Main Street, West Haven, CT at 7:00 P.M.

PRESENT: Commissioners Hendricks, Biancur, Sullivan, Johnson, Suggs (7:33 p.m.) ZEO Conniff, Commissioner of Planning and Development Messore, and Assistant City Planner Killeen. Absent were Commissioner Mullins and Alternate Milano.

Alternate Johnson was appointed to sit on all agenda items for this meeting in place of Commissioner Mullins.

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: Commissioner Sullivan made a motion to approve the meeting minutes of June 11, 2019, seconded by Commissioner Johnson and passed.

Regular Meeting

1. Discussion of Priorities for Implementation of the Updated Plan of Conservation and Development (POCD)

a. Update on Village District Informational Meeting – Chairman Hendricks was very pleased on how the special meeting on June 18 went. Mr. Killeen said the meeting was published on facebook and comments were reviewed and listed for information. Chairman Hendricks would like the draft regulation broken up into sections for the workshop scheduled for July 30, 2019. Commissioners discussed holding the workshop at the library but are concerned about the library incurring extra costs and parking. After further discussion, Chairman Hendricks suggested holding the meeting in the Harriet North Room and using other meeting rooms at City Hall for breakout rooms. In that way, there would be no additional costs incurred, since the City already provides for a custodian for evening meetings. Mr. Killeen suggested having a commissioner and/or staff member or alternate at each table so that we could all share information when the draft regulation is refined for presentation at a public hearing. Commissioners discussed the possibility of getting the proposed amendment to the regulation on a September agenda. Mr. Killeen will work on the notice for the workshop.

2. Staff Reports

a. Outdoor Dining Regulations – ZEO Conniff drafted the regulation which requires staff approval for 4 tables or less and P & Z approval for 5 or more tables. This will be a permit process that needs to be approved by staff. Commissioners discussed the fee for this permit, which will need to go before City Council for approval. Commissioners discussed the parking needs with the number of seats that are allowed outside as well as inside seats. It was decided that, for applications requiring Special Permit approval of the Planning and Zoning Commission, no annual permit will be necessary.

- b.** Short Term Rental (e.g. Airbnb) Regulations – the regulation will be titled short term rentals. Commissioners discussed the length of time for rentals and the property must be the owner’s primary residence and which districts it would be allowed in (R1, R2, NB and RB). A few modifications were made to the proposed regulation.
 - c.** MS4 Compliance Regulations (stormwater drainage) – Chairman Hendricks said this regulation is a boiler plate regulation and can go forward.
 - d.** Modifications to Regulations for Consistency with State Statutes – Chairman Hendricks sees no problem with this regulation. This change will adjust a number of West Haven zoning regulations to be in compliance with procedures contained in the state statutes, such as length of time for completion of an approved site plan (a 5 year period vs. 1 year in the current regulations).
3. **Other Business** –
Staff reviewed a number of pending applications for the July 9th agenda and tentatively for the July 23rd agenda. Chairman Hendricks asked that some of the applications be moved to the August 13 meeting, since so many applications were recently received.
4. **Adjournment:** 8:30 p.m.
Commissioner Sullivan made a motion to adjourn, seconded by Commissioner Suggs and passed.