



Town of Hamden
Planning and Zoning Department

**Hamden Government
Center
2750 Dixwell Avenue
Hamden, CT 06518
Tel: (203) 287-7070
Fax: (203) 287-7075**

February 17, 2010

MINUTES: THE PLANNING & ZONING COMMISSION, Town of Hamden, held a Special Meeting on Tuesday, February 9, 2010 at 7:00 p.m. in the Thornton Wilder Hall, Miller Memorial Library Complex, Hamden, CT and the following items were reviewed:

Commissioners in attendance:

Joe McDonagh, Chairman
Ann Altman
Ed Grant
Don Moses
Ralph Marottoli, alternate sitting for Gerald Dimenstein
Ed Sullivan
Jon Cesare
Peter Reynolds
Bob Roscow

Staff in attendance:

Leslie Creane, Town Planner
Dan Kops, Assistant Town Planner
Tim Lee, Assistant Town Attorney, arrived at 7:08 p.m.
Stacy Shellard, Clerk

Mr. McDonagh called the meeting to order at 7:00 p.m. Mr. McDonagh introduced the panel and reviewed the meeting procedures.

A. Annual Meeting

1. Election of Chairman

Mr. McDonagh turned the chairmanship over to Ms. Altman. Ms. Altman nominated Mr. McDonagh. She stated that the last two years have been difficult years with applications before the Commission and the amending of the zoning regulations. She stated that Mr. McDonagh has done an exemplary job and has done a tremendous amount of work and that she applauds him and the Planning Office. Mr. Grant seconded the motion. Ms. Altman asked if there were any other nominations and there were none. Ms. Altman then called for the vote. Mr. McDonagh was unanimously elected Chairman of the Commission for the term 2010-2011.

Mr. McDonagh resumed the Chair. He welcomed the new Commissioners, Mr. Ed Sullivan and Mr. Jon Cesare.

2. Appointment of Section Chairs

Mr. McDonagh assigned Mr. Grant as Chair of the Zoning Section for the term 2010-2011 and Ms. Altman as Chair of the Planning Section for the term 2010-2011.

3. Rotation of commissioners to Planning Section and Zoning Section

Mr. McDonagh referenced the Commission By-Laws and noted that on even number years Commission Position Numbers 1 and 2 switch with 7 and 8. Therefore, Mr. Reynolds and Mr. Sullivan move from the Planning Section to the Zoning Section and Mr. Roscow and Mr. Dimenstein move from the Zoning Section to the Planning Section.

Mr. Moses said that there had been discussion of abolishing the Planning Section and the Zoning Section and asked if it was in effect this month. Mr. McDonagh explained that it had been determined that an ordinance was needed by the Legislative Council and then the By-Laws could be amended. Mr. McDonagh said that this process was delayed while the Zoning Regulations were being amended so there would be no confusion or misrepresentation. He said that most Planning and Zoning Commissions in the State operate as a single body and meet twice a month and this would simplify matters for the applicants. Mr. McDonagh reviewed the past applications that had come before the Planning Section and the Zoning Section and he feels that the entire Commission should be allowed to participate. Mr. Tim Lee, Assistant Town Attorney, stated that the entire Commission should be allowed to participate in the approval of all the applications.

4. Appointment of representatives to the Regional Planning Agency Voting Member and Alternate

Mr. McDonagh appointed Mr. Don Moses to be the Voting Member and Representative to the Regional Planning Agency for the term 2010-2011. Mr. McDonagh stated he would be the Alternate for the term 2010-2011. Mr. Roscow stated that he feels that an applicant should come before the Commission in the preliminary stages and present the schematics. Mr. McDonagh stated that the Commission's responsibility is to review an application. Mr. Roscow said he understands that an applicant can present an application at any time, but he is surprised when a developer comes in with plans that have already gone out to bid. Mr. Moses asked if there is a policy that can require the Commission to receive advance notification of a development. He is concerned that if the Commission is expected to rule on a project that is received in the eleventh hour it may have an impact on the town. Mr. McDonagh explained that the Commission's decision can only be based on what is heard at the Public Hearing. The Commission discussed the plans that were received for the Middle School and Ms. Creane explained that the Commissioners had information prior to the meetings because it was a public building and there were changes to the regulations that needed to be done prior to the application being submitted.

Mr. Lee explained that there needed to be text change and changes made to the POCD. The Commission discussed doing site visits and bringing their observations back to the Commission. Mr. Kops explained that the Commissioners may come to the Planning Office to look at the site plans and speak with the Planning Staff before going out to the site. He explained that it is difficult to distribute his comments prior to the meeting because comments from reviewing agencies often come in the day of the hearing. Ms. Creane stated that she and Mr. Kops do sit in on meetings and work with applicants to provide the correct information so that recommendations can be made to the Commissioners.

B. Adjournment

Mr. Grant made the motion adjourn. Mr. Roscow seconded the motion. There was no further discussion. The motion passed unanimously.

The meeting adjourned at 7:29 p.m.

Submitted by: _____
Stacy Shellard, Clerk of Commissions