

Planning & Zoning Commission  
Thursday, August 3, 2023 at 7:00 PM  
Town Campus, Room A and via Zoom Webinar

**MINUTES**

**VIRTUAL MEETING INFORMATION**

[Webinar Link](#)

**Webinar ID: 915 8196 6735**  
**Passcode: 452138**

**REGULAR MEETING**

1. Call to Order

**MEMBERS PRESENT**

Carol Snow, John Dusza, Robert Reinhart, and John Morgan

**ALTERNATE PRESENT**

Michael Bugda

**MEMBERS ABSENT**

Charles Walz, Janet Peckinpugh and Robert O' Connor

**OTHERS PRESENT**

Town Planner Erin Mannix and John Guskowski from Tyche (PPG).

**The Meeting of the Madison Planning and Zoning Commission was called to order at approximately 7:00 p.m. by Chair Carol Snow.**

**Plan of Conservation and Development Update**

2.
  - a. Discussion on Built Environment
  - b. Next steps

Mr. Guskowski gave a brief recap of the commission's progress in the Built Environment. Mrs. Mannix states feedback was received from the strategic planning process and through public outreach. She further states there were 8 key themes that stood out at each session: diversity of housing opportunities, character of the community, thoughtful growth management, high-performing government, multimodal transportation, preservation of natural green and open spaces and quality education opportunities.

After discussions, the meeting was then opened to various stakeholders. From the housing committee, Bennett Pudlin shared the following inputs: to consider linking housing to economic development, developing "housing for all", for aging residents to have opportunities to downsize in Madison, etc. Mark Edminston, chair of the housing committee, states the Town needs to look at ways to effectively and creatively bring in affordable housing as that is important for growth.

Tom Hansen, chair of the Water Pollution Control Authority (WPCA) also shared inputs on water pollution control, sewer authority, management of waste water etc. He further states every town should have a wastewater facilities plan that looks out into the future that makes an assessment on what waste water disposal needs will be in the next 10-20 years. Mr. Hansen also states they are working with Weston Sampson engineers to develop a wastewater facilities plan that will look at the current conditions in the town - identifying problem areas and to modify the necessary onsite rules and regulations.

As for next steps, Mrs. Mannix and Mr. Guskowski will develop overall policies and action items for the next meeting based on feedback received from stakeholders and the strategic planning survey / outreach.

## **PENDING APPLICATIONS**

3. **23-21. 4 School St.**, Map 38, Lot 9, Zone R-2, Owner: Town of Madison, Applicant: Town of Madison, Site Plan Review Modification, Install JuiceBar Level 2 EV charger system (***Request action***)
  
4. **23-22. 8 Meeting House Ln.**, Map 38, Lot 136, Zone R-2, Owner: Town of Madison, Applicant: Town of Madison, Site Plan Review Modification, Install JuiceBar Level 2 EV charger system (***Request action***)

Applications 23-21 & 23-22 for EV chargers located at Memorial Town Hall and the Senior Center were combined. Present for the meeting – Felicia Smith Gulick, project manager.

Per Mrs. Mannix, both applications were referred to the historic district for further review and both locations / applications were approved.

Mrs. Gulick states the applications are for an electric vehicle juice bar charging port installation. The Town proposes to install two EV charger systems in existing parking spaces which will be

completed by Titan Energy. At Memorial Town Hall, two parking spaces in the back of the building would be designated as EV charging stations and there would also be striping for ADA compliance. She further states the ports would be mounted directly to the brick wall and a conduit will run across the back of the wall with minimal need for trenching.

Commissioner Morgan asked about signage and how people would find it? Mrs. Gulick states that there are currently no signs. However, there is an app that most electrical vehicle users use to find available charging stations. The app will direct users where to go and the signage will be green stencil locations on the ground indicating a parking spot is reserved for charging.

At the Senior Center, two dual ports would be installed with the capability to charge two vehicles each. The location was selected based on town-owned electric source, so minimal trenching is needed and there would also be striping for ADA compliance.

Commissioner O'Connor asked where the energy was coming from. Per Mrs. Gulick, the electrical source, is provided by Eversource.

After further discussions, **Commissioner Dusza made the motion to approve applications 23-21 & 23-22 per John Matthews site modification plan. Seconded by Commissioner O'Connor and unanimously approved**

5. **23-19. Mungertown Rd.**, Map 56, Lot 1, Zone RU-2, Owner: Town of Madison, Applicant: Madison Bd of Education, Special Exception Permit, Construction of new elementary school with associated site improvements. *(Deliberation tabled to August 17, 2023)*
  
6. **23-31. 105 Circle Beach Rd.**, Map 6, Lot 27, Zone R-5, Owner: Barbara Milner, Applicant: Harkin Engineering, LLC, Coastal Site Plan, Construct single-family residence and associated site improvements within 100ft of a critical coastal resource *(Tabled to August 17, 2023)*
  
7. **23-25. Long Shore Ln.**, Map 25, Lot 74-1, Zone R-2, Owner: Lili Foggle, Applicant: John Paul Garcia; John Paul Garcia & Associates; Coastal Site Plan Review. *(Tabled to August 17, 2023 mtg)*
  
8. **23-32. 503 Old Toll Rd.**, Map 143, Lot 20, Zone RU-1, Owner/Applicant: Little Blessings Real Estate, LLC, Special Exception Permit Modification per Section 5.4(a) to allow day care and pre-school services to children six weeks of age and older. *(Public hearing scheduled for August 17, 2023-request to open & continue to September 21, 2023 mtg)*

## RECEIPTS

9. **23-35. 28 Toffee Ln.**, Map 13, Lot 119, Zone R-5, Owner(s): Michael J & Patricia A Cosgrove, Coastal Site Plan to legalize installation of 8ft x 12ft storage shed and fencing within 25ft of a critical coastal resource ***(Table to September 21, 2023 mtg)***

## **APPROVAL OF MINUTES**

**Commissioner Bugda made the motion to approve the minutes of July 20, 2023. Seconded by Commissioner O'Connor.**

During discussions, the following changes were made:

Commissioner Morgan motioned to approve applications 23-28 and 23-29.

For discussion item #10 – 454 Horsepond Rd – the following changes have been made:

The historic building located on the front property which is known as the 1739 Captain Daniel Hand House is proposed to be demolished through an appropriate process.

**The minutes of July 20, 2023 were unanimously approved as amended.**

10. [July 20, 2023](#)

## **REMARKS**

None.

11. Commission Chair  
Town Planner

## **ADJOURNMENT**

**The meeting of the Planning and Zoning Commission unanimously adjourned at 8:41pm.**