

**HAMPTON PLANNING & ZONING COMMISSION  
HAMPTON TOWN HALL, 164 ROUTE 97**

**PUBLIC HEARING & REGULAR MEETING**

**Monday, October 21, 2024 7:00 PM  
COMMUNITY MEETING ROOM  
Hampton Town Hall  
164 Main Street, Hampton CT**

**DRAFT MINUTES**

**1. Call to Order**

Chairman Grindle called the meeting to order at 7:04 p.m.

**2. Roll Call/Seating of Alternate Members**

In attendance and seated for the meeting were Regular Members Ev Hyde, Gary DeCesare, Sue Hochstetter, and Stan Crawford. Also in attendance were Alternates Kathy Thompson, Peter Serafin, Town Planner John Guskowski, and numerous members of the public.

**3. Audience for Citizens:** *Citizens may address the Commission on items not otherwise on the agenda*

There were no comments from citizens.

**Motion to add New Business Item 7a, receipt of application for 3-lot subdivision on Brook Road by Ev Hyde, seconded by Gary DeCesare. Motion carried unanimously.**

**4. Approval of Minutes: September 16, 2024 Regular Meeting**

**Motion to approve the minutes of September 16, 2024 Regular Meeting by Ev Hyde, seconded by Gary DeCesare. Motion carried unanimously.**

**5. Public Hearing**

- a. Special Permit for Firewood Processing per Section 5.1.C.8 at 124 Windham Road (Map 3-13, Block 36, Lots 5D & 5E). Applicant: Keith & Brandy Crawford.

Chairman Grindle introduced the application and noted that a site walk was held on September 14<sup>th</sup>. Applicants Brandy and Keith Crawford were present and Chairman Grindle read the application's narrative into the record. The narrative discussed the proposed firewood processing operation including the equipment's specifications such as make/model/horsepower and decibel generation, the overall operation including hours of operation and vehicle trip generation coming and going from the site. The processing is generally seasonal and historically operated 300 hours per year. Chairman Grindle referred to a GIS basemap of the subject property, which he had prepared for the Commission, the plan illustrated the site with schematic dimensions from the proposed operation to abutting properties and the road along with ground elevations.

Ev Hyde asked about the proposed 300-hours per year schedule, and whether it would be seasonal. Keith Crawford stated that there would be some camp wood cutting, but the activity would be largely seasonal from August through December. Ev Hyde further confirmed that for the most part, any logs brought in would be processed and would exit the property as firewood. Very little wood would be retained or hauled as lumber. Chairman Grindle confirmed that there would not be any commercially-purchased wood; rather all wood would have been cut by the operators. He further asked about traffic flows, and Mr. Crawford stated that there would only be two or three trucks per day entering or exiting the property. Chairman Grindle asked about storage and holding containers, and Mr. Crawford stated that roughly 12 cords of wood may be stored on site at any given time. Chairman Grindle confirmed that the wood processor would be under cover, under a tent or shed. He then turned the meeting over to the public for comment.

John Donohue of Windham Road stated that Mr. Crawford has been processing wood for many years, and stated that he has always been a good neighbor and has not disturbed the neighborhood. Jamie Chokas of Windham Road stated that the applicants were good neighbors and hard-working people. He has never been disturbed by the noise, and this was a valuable service for the community. Ev Hyde described the purpose of the permit and the regulations were updated to review the proposed use as a Special Permit.

**Motion to close the public hearing by Gary DeCesare, seconded by Ev Hyde. Motion carried unanimously.**

- b. Text Amendment Application – New Section 5.2.D, Accessory Dwelling Unit in Commercial Buildings. Applicant: Derek Dilaj

Applicant Derek Dilaj described the changing nature of businesses and how even in the business district, a residential unit could be desirable as an accessory use, so that the business owner or employee may have an opportunity to live on-site. The proposed regulation could provide some flexibility of use. He stated that the proposed regulation was based on those found in similar small towns, and that this would be limited to a single new unit.

Ev Hyde asked about the five year renewal requirement, and did not think this was necessary. Chairman Grindle talked about the permission running with the land. He also asked about the applicant's request to have the accessory use be a Site Plan application when the primary business use is required to be a Special Permit application. John Guskowski discussed the ordinary course of action and how modifications to Special Permits are generally also Special Permit applications, but the Commission and Regulations could carve out the exception. Chairman Grindle stated that the Site Plan review would principally focus on issues of parking, lighting, access, etc. Stan Crawford discussed the ability of the permission granted to be carried forward from seller to buyer of the property. Chairman Grindle stated that he was confident that a Site Plan application complying with Sec. 6.19 of the Zoning Regs could cover the necessary reviews. Ev Hyde clarified that public health code review would be necessary in any case and would not be needed to be included in the Regulations. Chairman Grindle noted that there was an existing apartment above the gas station/convenience store located within the business zone. The proposed regulation maintains the business use as the primary use, so that commercially-intended properties did not inadvertently become residential.

John Guskowski noted that PA 21-29 eliminated the arbitrary minimum unit square footage, other than public health and building code, and proposed that the applicant's proposed Section D.1.a be stricken. The Commission discussed the proposed square footage and considered a potential square footage cap. John Guskowski noted that the current Accessory Dwelling Unit square footage cap is 1000 square feet for 33% of the combined area of the living space of principal and accessory unit.

Gary DeCesare discussed the potential of properties who were failing commercially could seek to convert the property to residential uses. John Guskowski noted that this text amendment would limit of accessory dwelling units to one. The proposal was made to eliminate proposed subsection a (minimum square footage) and subsection f (required renewal). The Commission and the applicant generally agreed with the proposed edits to the draft regulation.

**Motion to close the public hearing by Gary DeCesare, seconded by Ev Hyde. Motion carried unanimously.**

6. **Old Business**

- a. Special Permit for Firewood Processing per Section 5.1.C.8 at 124 Windham Road (Map 3-13, Block 36, Lots 5D & 5E). Applicant: Keith & Brandy Crawford

Chairman Grindle asked if the Commission had any comments. John Guskowski noted that the motion should note compliance with the goals of the Plan of Conservation & Development.

**Motion to approve the Special Permit for Firewood Processing as being consistent with the Plan of Conservation & Development by Gary DeCesare, seconded by Stan Crawford. Motion carried unanimously.**

- b. Text Amendment Application – New Section 5.2.D, Accessory Dwelling Unit in Commercial Buildings. Applicant: Derek Dilaj

**Motion to approve Text Amendment as amended at this meeting and finding it consistent with the Plan of Conservation and Development, with an effective date of November 15, 2024 by Ev Hyde, seconded by Gary DeCesare. Motion carried unanimously.**

- c. Commission Workshop – 2026 Plan of Conservation & Development

**Motion to table item by Gary DeCesare, seconded by Ev Hyde. Motion carried unanimously.**

7. **New Business**

- a. Application for 3-Lot Subdivision on Brook Road. Applicant: KA&G Investments, LLC

Applicant and Engineer David Held presented the proposed subdivision of a property of approximately 19.12 acres near the Chaplin town line. Merrick Brook bisects the property, and approximately 14 acres are proposed for conservation, under an easement. The three lots are each proposed to be a minimum of 80,000 square feet each.

Chairman Grindle noted that the Commission had the authority and responsibility to determine whether a traditional or conservation subdivision design would be more appropriate. Mr. Held noted that the property had sufficient land to yield at least four lots, and the design retained the goals of a conservation subdivision, but was presented as a traditional, lower-yield design with larger individual lots. No activity is proposed within the 100' upland review area, and a jurisdictional ruling was being sought from the Wetlands Commission. The Conservation Commission has already reviewed the application and made a favorable referral to the PZC for the traditional layout, as presented. Health District approvals are also pending. Mr. Held discussed design details concerning grading and drainage.

Ev Hyde asked about the substantial existing stone wall on the property, and Mr. Held speculated that it was likely a livestock pen structure. Stan Crawford asked about the soil composition and the history of working the land, including the pond on the property. The Commission discussed the property history. Mr. Held noted that the conservation easement would be principally located as part of proposed Lot #2. He also noted that there would be a waiver request to not include a public access point to the conservation land, as it was meant to be preserved and not accessed by the public, as well as wetlands crossing. The Commission generally agreed that this was a reasonable request.

John Guskowski asked whether the subdivision was within 500' of the Town line, and Mr. Held noted that it was approximately 700' from the Chaplin line. John Guskowski also noted that while the NDDH review and Wetlands decision were still pending, the application needed to be continued to the next meeting for consideration, and asked whether the Commission wished to schedule a public hearing.

Chairman Grindle led the discussion with the Commission on the necessity and wisdom of scheduling a hearing vs. handling the matter administratively. The Commission recommended setting a public hearing and Mr. Held stated that he had discussed the project with abutting property owners, and had no issues with holding a hearing.

**Motion to receive the application and schedule a public hearing to open on November 18, 2024 by Gary DeCesare, seconded by Stan Crawford. Motion carried unanimously.**

8. **Staff Report & Enforcement Issues**

John Guskowski shared the ZEO report and noted the staff consultation at 197 West Old Route 6. Chairman Grindle discussed the Congregational Church signage matter.

9. **Correspondence**

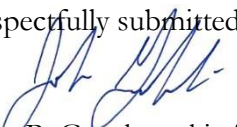
There were no items of correspondence. John Guskowski noted that there would be a CT Bar Association land use commissioner training taking place in the spring of 2025 and would forward information about the scheduling when it was available.

10. **Adjournment**

**Motion to adjourn by Ev Hyde, seconded by Gary DeCesare. Motion carried unanimously.**

Meeting adjourned at 8:29 p.m.

Respectfully submitted,

  
John P. Guskowski, AICP, CZEO  
Town Planner (Consulting)