

AGENDA
PLANNING COMMISSION
NOVEMBER 14, 2017 - 7:00 P.M.
TOWN HALL ANNEX – 134 GROTON LONG POINT ROAD
COMMUNITY ROOM 2

I. ROLL CALL

II. APPROVAL OF MINUTES

1. October 10, 2017*

III. PUBLIC COMMUNICATIONS

IV. SUBDIVISIONS

V. SITE PLANS

VI. OLD BUSINESS

VII. NEW BUSINESS

1. City of Groton referral for Public Hearing on October 17, 2017/November 21, 2017 - Zone text amendment/Historic/Institutional adaptive reuse*
2. Report of Commission
3. New Applications

VIII. REPORT OF CHAIRMAN

IX. REPORT OF STAFF

X. ADJOURNMENT

Next regular meeting: December 12, 2017

* Enclosed

NOTE: NO NEW BUSINESS WILL BE CONSIDERED AFTER 10:30 P.M.

MINUTES
PLANNING COMMISSION
OCTOBER 10, 2017 – 7:00 P.M.
TOWN HALL ANNEX – COMMUNITY ROOM 2

Chairman Pritchard called the meeting to order at 7:01 p.m.

I. ROLL CALL

Regular members present: Steinfeld, Zod, Pritchard, Kane, Munn

Alternate members present: Tarbox (7:38 p.m.)

Members absent:

Staff present: Jones, Allen, Hovland

II. APPROVAL OF MINUTES

1. September 26, 2017

MOTION: To adopt the minutes of September 26, 2017 as written.

Motion made by Pritchard, seconded by Steinfeld, so voted 4-0-1 (Munn abstained)

III. PUBLIC COMMUNICATIONS - None

IV. SUBDIVISIONS - None

V. SITE PLANS

1. SIT17-08 – Advantage Personal Training, 2906 Gold Star Highway

Frank Borawski of PDS Engineering and Construction presented an overview of the proposed addition to the Commission. He explained that the outdoor area to the east side of the building is presently utilized as an exercise area, but is seasonal and dependent on the weather. The request for the addition is to extend the building to enclose the outdoor exercise area for year-round use.

Variations for parking (32 in lieu of 46 approved April 12th, 2017) and side-yard setback (10 feet in lieu of 30) have been granted, as well as a wetland permit. Borawski communicated that parking is ample and that the expansion of the building will not create additional customers because the gym is by appointment only.

The Commission discussed the need for sidewalks. The Commission decided to eliminate the requirement for a frontage sidewalk along Gold Star Highway and enter into a postponement agreement for a frontage sidewalk along Welles Road.

MOTION: To approve the site plan for Advantage Personal Training, 2906 Gold Star Highway, with an elimination of the requirement for a frontage sidewalk along

Gold Star Highway and a postponement of the requirement for a frontage sidewalk along Welles Road under Section 7.5-5, subject to the following findings and modifications:

Findings: *In regard to the frontage along Gold Star Highway:*

1. The Commission finds that there will be no significant pedestrian movement to the site or between the site and those adjacent.
2. The Commission finds that topography prohibits the reasonable instillation of frontage sidewalks.

In regard to the frontage along Welles Road:

3. The Commission finds that the postponement of installing the frontage sidewalk will not significantly endanger the health, safety, and welfare of the existing and anticipated pedestrian traffic along the frontage of the property.

Modifications:

1. Technical items as raised by staff shall be addressed.

Motion made by Pritchard, seconded by Kane, voted 4-0-1 (Munn abstained)

2. SIT17-11 - 245 Leonard Drive, 245 Leonard Drive (CAM)

Gary Sharpe, retired engineer, presented the site plan for re-approval to the Commission. The plan was originally approved in 2015 and in June of 2016 a request for extension of one year was approved, but the extension expired June of 2017. The plans have not changed since the last site plan approval. The Commission discussed surrounding area, buildings and sidewalks.

MOTION: To approve a site plan for Lot 8 of the Leonard Drive Subdivision at 245 Leonard Drive with the following modifications:

1. All staff technical items shall be addressed.

Motion made by Pritchard, seconded by Steinfeld, so voted unanimously.

MOTION: To approve the Coastal Site Plan for Lot 8 of the Leonard Drive Subdivision (Office/Warehouse), 245 Leonard Drive, because it is consistent with all applicable coastal policies and includes all reasonable measures to mitigate adverse impacts.

Motion made by Pritchard, seconded by Steinfeld, so voted unanimously.

VI. OLD BUSINESS – None

VII. NEW BUSINESS

1. Town of Stonington Referral for a Site Plan Application
 - a. CGR Associates, LLC, 35 Campground Road, Mystic

Staff reviewed the application for a storage building and additional parking.

The Commission had no comment.

2. Report of Commission

Kane inquired about the removal of trees at the TJ Maxx/Aldi shopping plaza. Staff stated the trees were in poor health and an arborist advised to cut them all down except for one healthy tree. All seven felled trees will be replaced with a mix of species.

Kane voiced his concern regarding the allowance of gas stations in the WRPD. He noted that the Planning Commission had recommended that gas stations continue to be prohibited. Chairman Pritchard stated the issue may be revisited when the Planning Commission becomes the Planning and Zoning Commission.

The Commission discussed the lights on Field of Fire. The lights are occasionally left on all night and are a visual assault. The Commission noted that these lights have never been approved. Staff expects a site plan application for this property in the near future.

Steinford discussed the Electric Boat on-street parking along Bridge Street. He has discussed the issue with the Town Manager and the City Mayor.

Tarbox asked for an update regarding the Sandy Hollow Road doctors' office parking lot. The site plan was originally approved for more parking than was built. A variance and ASP approval were granted earlier this year to now build what had originally been approved.

Tarbox mentioned the inflatable wavy dancer in front of Valvoline. Staff stated that the complaint is being investigated.

3. 2018 Meeting Schedule

MOTION: To adopt the 2018 meeting schedule as presented.

Motion made by Pritchard, seconded by Kane, so voted unanimously.

4. New Applications- None

VIII. REPORT OF CHAIRMAN

Chairman Pritchard expressed concern that attendance for the last meeting was poor- just enough for a quorum. He asked the Commission to please call if they will be absent from the meeting.

REPORT OF STAFF

Staff advised that the Zoning Commission has a special meeting scheduled for next Wednesday to work on the Zoning Regulation re-write. It will be a public meeting, but with no public comment. Staff distributed the Zoning Commission agenda packet for their information.


ADJOURNMENT

Motion to adjourn at 8:22 p.m. was made by Steinfeld, seconded by Zod, so voted unanimously.

Hal Zod, Secretary
Planning Commission

Prepared by Kara Hovland
Office Assistant II

MEMORANDUM

TO: Planning Commission
FROM:  Deborah Jones, Assistant Director Planning and Development
DATE: November 7, 2017
SUBJECT: City of Groton Referral

Attached you will find a referral from the City of Groton regarding a town-initiated zoning text amendment. The original application and the revised text incorporating comments from city staff and Planning and Zoning Commission are included in your packet. The public hearing opened on October 17 and has been continued to November 21.

The new Historic/Institutional Adaptive Reuse regulation will allow buildings owned by the town, city, state or non-profit institution to be redeveloped for a use not allowed by the existing zoning. This amendment will help economic development staff market town owned properties in the city such as Groton Heights.

CITY OF
GROTON



THE CITY OF GROTON

Planning and Zoning Commission

295 Meridian Street
Groton, CT 06340-4000
Telephone (860) 446-4169
Fax (860) 446-4109

October 3, 2017

The Day
P.O. Box 1231
New London, CT 06320

ATTN: Legal Advertising

Dear Ms. Butler,

Please publish the following legal ad on October 6, 2017 and October 13, 2017:

CITY OF GROTON
PLANNING AND ZONING COMMISSION
NOTICE OF PUBLIC HEARING

Notice is hereby given that a public hearing at which interested parties and citizens will have an opportunity to be heard will be held on **Tuesday, October 17, 2017 at 7:30 P.M.** in the Municipal Building, 295 Meridian Street, Groton, Connecticut in order to consider the following:

1. Zoning Text Amendments, 1) New Section "Historic/Institutional Adaptive Reuse", to allow for expanded uses at sites previously used for institutional uses such as schools, at non-profit, state or municipally owned properties in the City of Groton and 2) Revision to Section 2.2 Definitions, Citywide application, Town of Groton, Applicant

Applications and maps are on file and available for public inspection during normal business hours at the City Planning offices, 295 Meridian Street, Groton, Connecticut.

Dated this 2nd of October at Groton, Connecticut.

Paul Kunkemoeller, Chair

PLEASE SEND CERTIFICATE OF PUBLICATION. If you have any questions, please do not hesitate to contact me at 446-4169.

Sincerely,

Barbara Goodrich
Planner

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**City of Groton, Connecticut
Planning and Zoning Commission**

Municipal Building
295 Meridian Street
Groton, CT 06340
(860) 446-4104
(860) 446-4109 FAX

Application for Zone Change

_____ Zone Change- Map Amendment*

_____ ~~xxx~~ Zone Change- Text Amendment

PROPERTY ADDRESS (if applicable): _____	
APPLICANT NAME:	Town of Groton - Paige Bronk, Agent
APPLICANT ADDRESS:	134 Groton Long Point Road, Groton, CT 06340
APPLICANT PHONE:	860.448.4095 (P. Bronk) PIN# N/A
OWNER NAME:	N/A
ZONE:	N/A

PROPOSED AMENDMENT(S): (Section, title, and text):

Section 6.13 (New) Historic/Institutional Adaptive Reuse	Text attached
Section 2.2 Words & Definitions	Text attached

REASONS FOR AMENDMENT REQUEST(S)

To promote the reuse of functionally obsolete non-profit institutional, municipally or state owned buildings

SUBMIT 3 COPIES OF THIS APPLICATION AND ATTACHMENTS, ALONG WITH THE FOLLOWING:

* For Map Amendment Applications, please provide location map of proposed zone change.

Fee of \$250.00, plus \$60.00 State fee _____ (Payable to the City of Groton)

Applicant's Signature [Signature] Date: 9/15/17

Owner's Signature John Burt, Town Manager Date: _____

Received by: _____ Date: _____

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6.13 Historic/Institutional Adaptive Reuse (NEW)

6.13.A Purpose

The purpose of this regulation is to allow for the reuse or redevelopment of municipal, state or institution owned buildings to meet the changing needs of technology, the local economy, and shifting demographics. As technology, demographics and the local economy change public and institutional buildings become functionally obsolete, yet the structure continues to be important to the fabric of a neighborhood. This regulation will allow a significant building to remain by allowing uses that may not be allowed by the existing zoning.

This regulation is intended to:

- Allow the reuse or redevelopment of buildings owned or most recently owned by the City or Town of Groton, the State of Connecticut or an Institution to a use that may not be allowed by the existing zoning; and
- Allow flexible and innovative uses in order to promote development and preserve historically significant buildings that may be functionally obsolete; and
- Ensure that the new use is compatible with the surrounding neighborhood.

6.13.B Pre-requisite

In order to utilize this provision, the applicant must demonstrate that:

- The subject building is or has most recently been owned by the City or Town of Groton, the State of Connecticut or an Institution as defined in Section 2.2; and
- The building proposed for reuse is structurally capable of being redeveloped for the proposed use; and
- The building proposed for reuse contributes to the fabric of the neighborhood and community.

6.13 C Principal Uses Permitted by Special Permit and Site Plan Approval

Any residential, office, commercial, cultural, ~~educational or community~~educational, community service or combination of such uses which is consistent with the purpose of this regulation and which is not detrimental to the character of the neighborhood in which the use is located as determined by the Planning and Zoning Commission. The burden of proof for determining compatibility of uses in a neighborhood shall be upon the applicant.

~~Examples of uses that may be allowed include personal services, day care facility, multi-family dwelling, restaurant, institutional residential facility, lodging facility, medical or dental office, professional office, artist studio, retail store or banking facility. These examples should not be construed to mean that said uses will be allowed as a matter of right nor should it be interpreted that other uses not listed could not be considered in a special permit or site plan~~

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~~application. Uses that are deemed detrimental to the neighborhood by the Commission, especially in the case of lower density residential neighborhoods, shall not be allowed. For example, heavy industrial uses shall not be allowed in zones that are residential in nature.~~
In addition to the uses allowed by the subject property's zoning district the following uses are generally considered compatible with the surrounding neighborhood, subject to any conditions the Planning and Zoning Commission may impose:

Residential Zoning Districts:

Multiple Family Dwelling provided the open space requirements of Section 6.1.8 a, c, d, f and g are met or an equivalent public open space area is located within 1,000 feet of the property.

Retail Business of less than 8,000 square feet

Restaurant or Eating Facility of less than 6,000 square feet provided outdoor seating is not allowed

Business Services and Professional Offices provided drive through facilities and ATMs are not allowed.

Artist Studios and Galleries

Personal Service Establishments

Specialized Classrooms

Community Residential Counseling Facilities and Rooming or Boarding Houses are not considered compatible with the surrounding neighborhood in residential zoning districts.

Business and Industrial Zoning Districts

Multiple Family Dwelling provided the open space requirements of Section 6.1.8 a, c, d, f and g are met or an equivalent public open space area is located within 1,000 feet of the property.

Specialized Classrooms

No minimum lot size is required in order to utilize this historic/adaptive reuse section of the Regulations.

6.13.D Design Standards

~~The Commission may increase, decrease or waive other requirements of the Regulations for the reuse of the property depending on the use and intensity of said use. These may include, but not be limited to parking, signage, earth removal and filling, access drives and corner visibility, performance standards, etc...~~

1. _____

2-1. The Dimensional Standards for the existing zone shall be used for the proposed use. If the dimensional standards are not clear for the existing zone comparable standards for such proposed use may be used. The Commission may increase the residential density up to twenty percent above what is allowed by the existing zoning if it finds that the increased density is compatible with the neighborhood, the building size is appropriate for such density, and that there are adequate public utilities to accommodate the additional density.

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- 3-2. Nothing in these regulations shall be deemed to prevent additions and new structures on the site as allowed by the Planning and Zoning Commission.
- 4-3. Nothing in these regulations shall be deemed to require conformance with yard or height regulations where no enlargement, extension, or alteration of the existing building is planned that increases the degree of non-conformity; however, new building or site construction shall conform to the Dimensional Standards of the existing zone.
- 5-4. The existing historic or institutional building(s) must be preserved as part of the reuse. Minor alterations or demolitions may be allowed if the Commission finds that the alteration or demolition does not significantly impact the existing building's contribution to the neighborhood or that the building(s) is structurally unsound. No more than 50 percent of the building(s) be demolished unless the Commission finds that the building(s) to be demolished does not contribute to the historic context of the remaining building or site.
- 6-5. The Commission may allow a more flexible use than allowed by the existing zoning if it determines that the existing character of the building will not be substantially changed, that the building is appropriate for the proposed re-use and that the proposed re-use is similar in intensity to the previous use.
- 7-6. All applicable State and/or local licensing and permit requirements/standards shall be met.
- 8-7. Off Street parking and/or loading requirements shall be determined in accordance with the provisions of Sections 7.1, as needed. The parking space requirements for a use not specifically listed shall be determined by the Commission based on demand generation for a listed use of similar characteristics.
- 9-8. Any increase in density as part of the reuse shall adequately address off-site impacts, possibly through improvements that may be required such as roadway and drainage improvements to the access or frontage roadway.
- 10-9. A buffer strip shall be provided within the boundaries of the lot if the proposed use is more intense than those allowed by the existing zone.
- a. The width of the buffer strip shall be at least as follows:

Residential Districts:	25 feet
Commercial Districts:	15 feet
Industrial Districts:	10 feet
 - b. The buffer shall shield the neighboring properties from noise, headlight glare, and visual intrusion and shall provide complete visual screening.
 - c. The Commission may, by Special Permit, reduce or eliminate the width requirement of the buffer strip where:
 - Existing topography, landscaping, and/or other features provide an adequate buffer and screening; or

- Lot size and shape or existing structures make it infeasible to comply with the minimum widths required above, provided screening (planting, fences, berms, etc.) or other methods are utilized to ensure the buffer area meets the intent of the Regulations; or
- The architectural features of the site are deemed visually important to the neighborhood and the Commission determines that all or some of the property should be left open to be seen.

6.13.E Decision Considerations

In evaluating the appropriateness of the proposed new use, the Planning and Zoning Commission, shall consider the following:

1. the historic use of the site
2. the preservation of all or a portion of the historic building(s)
3. the structural integrity of the building(s)
43. the character and density of the surrounding area
54. the topography of the site
65. the bulk of the buildings existing on the site and the impact of the proposed alterations on the surrounding neighborhood
76. noise and lighting impacts of the proposed use on the surrounding properties
87. the impact of traffic from the proposed use on the surrounding neighborhood and the ability of the access roads to adequately handle the proposed traffic from the proposed use
98. the extent of the benefit to the welfare of the community to be derived by preserving the existing aesthetic appearance of the site.
109. the adequacy of the water supply, sewage disposal, stormwater management and other utility systems
11. the surrounding zoning as it relates to the proposed uses(s)
12. the allowed and prohibited uses as recommended by the Plan of Conservation and Development
13. the consideration of the bulk of the building(s) as it relates to the surrounding buildings

Section 2.2 Words and Terms

(NEW)

Historic/Institutional Adaptive Reuse -

The reuse of an existing building owned by the City or Town of Groton, the State of Connecticut or an institution that is of historic, architectural, or aesthetic significance to a use that is not otherwise allowed in the zone.

Institution or institutional use -

A facility that provides a public service and is operated by a public or public/private group that is nonprofit in nature.

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6.13.A Purpose

The purpose of this regulation is to allow for the reuse or redevelopment of municipal, state or institution owned buildings to meet the changing needs of technology, the local economy, and shifting demographics. As technology, demographics and the local economy change public and institutional buildings become functionally obsolete, yet the structure continues to be important to the fabric of a neighborhood. This regulation will allow a significant building to remain by allowing uses that may not be allowed by the existing zoning.

This regulation is intended to:

- Allow the reuse or redevelopment of buildings owned or most recently owned by the City or Town of Groton, the State of Connecticut or an Institution to a use that may not be allowed by the existing zoning; and
- Allow flexible and innovative uses in order to promote development and preserve historically significant buildings that may be functionally obsolete; and
- Ensure that the new use is compatible with the surrounding neighborhood.

6.13.B Pre-requisite

In order to utilize this provision, the applicant must demonstrate that:

- The subject building is or has most recently been owned by the City or Town of Groton, the State of Connecticut or an Institution as defined in Section 2.2; and
- The building proposed for reuse is structurally capable of being redeveloped for the proposed use; and
- The building proposed for reuse contributes to the fabric of the neighborhood and community.

6.13 C Principal Uses Permitted by Special Permit and Site Plan Approval

Any residential, office, commercial, cultural, educational or community service use which is consistent with the purpose of this regulation and which is not detrimental to the character of the neighborhood in which the use is located as determined by the Planning and Zoning Commission. The burden of proof for determining compatibility of uses in a neighborhood shall be upon the applicant.

Examples of uses that may be allowed include personal services, day care facility, multi-family dwelling, restaurant, institutional residential facility, lodging facility, medical or dental office, professional office, artist studio, retail store or banking facility. These examples should not be construed to mean that said uses will be allowed as a matter of right nor should it be

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interpreted that other uses not listed could not be considered in a special permit or site plan application. Uses that are deemed detrimental to the neighborhood by the Commission, especially in the case of lower density residential neighborhoods, shall not be allowed. For example, heavy industrial uses shall not be allowed in zones that are residential in nature. No minimum lot size is required in order to utilize this historic/adaptive reuse section of the Regulations.

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2. The Dimensional Standards for the existing zone shall be used for the proposed use. The Commission may increase the density up to twenty percent if it finds that the increased density is compatible with the neighborhood, the building size is appropriate for such density, and that there are adequate public utilities to accommodate the additional density.
3. Nothing in these regulations shall be deemed to prevent additions and new structures on the site as allowed by the Planning and Zoning Commission.
4. Nothing in these regulations shall be deemed to require conformance with yard or height regulations where no enlargement, extension, or alteration of the existing building is planned that increases the degree of non-conformity; however, new building or site construction shall conform to the Dimensional Standards of the existing zone.
5. The existing historic or institutional building(s) must be preserved as part of the reuse. Minor alterations or demolitions may be allowed if the Commission finds that the alteration or demolition does not significantly impact the existing building's contribution to the neighborhood.
6. The Commission may allow a more flexible use than allowed by the existing zoning if it determines that the existing character of the building will not be substantially changed, that the building is appropriate for the proposed re-use and that the proposed re-use is similar in intensity to the previous use.
7. All applicable State and/or local licensing and permit requirements/standards shall be met.
8. Off Street parking and/or loading requirements shall be determined in accordance with the provisions of Sections 7.1, as needed. The parking space requirements for a use not specifically listed shall be determined by the Commission based on demand generation for a listed use of similar characteristics.

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9. Any increase in density as part of the reuse shall adequately address off-site impacts, possibly through improvements that may be required such as roadway and drainage improvements to the access or frontage roadway.
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3. the character and density of the surrounding area
4. the topography of the site
5. the bulk of the buildings existing on the site and the impact of the proposed alterations on the surrounding neighborhood
6. noise and lighting impacts of the proposed use on the surrounding properties
7. the impact of traffic from the proposed use on the surrounding neighborhood and the ability of the access roads to adequately handle the proposed traffic from the proposed use
8. the extent of the benefit to the welfare of the community to be derived by preserving the existing aesthetic appearance of the site.
9. the adequacy of the water supply, sewage disposal, stormwater management and other utility systems

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Section 2.2 Words and Terms

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DRAFT

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