

MINUTES  
PLANNING COMMISSION  
FEBRUARY 24, 2009 – 7:00 P.M.  
TOWN HALL ANNEX – COMMUNITY ROOM 2

I. ROLL CALL

Regular members present: Munn, Pritchard, Roper, Sherrard, Steinfeld  
Alternate members present: Kane, Zod  
Staff present: Davis, Glemboski, Gilot

Chairman Sherrard opened the meeting with roll call at 7:04 p.m.

II. APPROVAL OF THE MINUTES OF meeting of February 10, 2009 and special meeting of January 29, 2009

MOTION: To approve the minutes of February 10, 2009 as amended.

Motion made by Munn, seconded by Pritchard. Motion passed unanimously.

MOTION: To approve the minutes of the special meeting of January 29, 2009 as amended.

Motion made by Roper, seconded by Seinfeld. Motion passed 4-0-1, 1 abstention (Munn).

III. PUBLIC COMMUNICATIONS

Roper said he had a phone message today from Patrice Granatosky but he had not yet returned the call.

Genevieve Cerf, 17 Crescent Street, spoke to the Commission about some items she would like the Commission to consider in the new land use regulations, including tree preservation and cluster housing in developments, tree buffers and the use of more pervious surfaces.

IV. SUBDIVISIONS

1. Cooper Subdivision, 109 New London Road – Request for bond reduction

MOTION: To reduce the bond for the Cooper Subdivision to the ten percent of the original bond to \$4,076.

Motion made by Munn, seconded by Roper, so voted unanimously.

2. North Woods Subdivision, 1299 North Road – Request for extension for filing of mylars

MOTION: To accept a 90 day extension from the North Woods Subdivision, 1299 North Road, for filing of mylars, to June 3, 2009.

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

V. SITE PLANS

1. Hannah Enterprises LLC, 530 New London Road

Nuria Stockman and Clint Brown of DiCesare-Bentley Engineering presented the application for the redevelopment of an existing gas station. Ms. Stockman detailed the location and history of the gas/service station. The conditions of the recently granted wetlands permit were reviewed. Ms. Stockman detailed the parking, proposed frontage sidewalk, canopy design, lighting, hazardous materials and spill plan, as well as proposed modifications to the landscaping.

Staff explained the variance granted by the Zoning Board of Appeals in May 2008 to expand the interior retail area and add the canopy, and the wetland permit granted in February 2009 for the expansion, canopy and sidewalk. Staff reviewed the traffic flow, pump islands, parking, dumpster location, loading area, landscaping and the signage including the canopy. The Commission had concerns with the lighting plan, hours of operation, and the design of the canopy, due to the site location in an existing residential neighborhood. The Commission suggested adding a bike rack and trash container outside the entry door. Ms. Stockman detailed the site drainage and existing sidewalks. The maintenance of an underground corrugated pipe which extends from the site to the south side of Route 1 was discussed. While it is the responsibility of the owner for the pipe that is on site, it was agreed by all that the State would probably have an interest if a failure of the pipe occurred. The Commission asked staff to convey to the Town Traffic Authority their concern of the service station's patrons potentially parking on Noank-Ledyard Road between Route 1 and Ridgewood Drive.

**MOTION:** To approve Hannah Enterprise Site Plan, 530 New London Road, with the following modifications:

1. A note shall be placed on the plans stating: "Any modifications required by any State or Federal permitting process, shall be reviewed by Town staff. Any required modifications to the site plan shall be approved by the appropriate agencies, as necessary".
2. All Inland Wetland Permit No. 08-13 requirements shall be shown on the final plans. This shall include all associated details and management/monitoring requirements for all stormwater quality units and filters.
3. Best Management Practices (BMPs) and Spill Response Procedures shall be kept on site at all times and all employees shall be properly trained in all practices and procedures. The following shall be added to the BMPs and Spill Response procedures and a note shall be added to the plans referencing these documents:
  - A. Local Fire Department and Emergency Response Phone numbers.

- B. All trash dumpsters shall be covered at all times and drainage plugs shall be closed.
  - C. There shall be no outside storage of materials unless additional approvals are obtained from appropriate Town of Groton agencies.
  - D. Maintain fuel dispensing areas and trash areas using dry clean-up methods such as sweeping for removal of litter and debris, or use of absorbent materials for leaks and spills. Fueling areas should not be washed down unless wash water is collected and disposed of properly and not allowed to enter storm drain system.
  - E. Spill containment kits with absorbent materials and pads shall be kept on site at all times.
  - F. No changing of oil or other fluids should take place on this site.
4. The lighting on this site shall be modified as follows and a new photometric plan shall be submitted and approved by the Office of Planning and Development Services prior to obtaining a building permit for the canopy.
- A. The maintained average horizontal illuminance at grade under the canopy shall not exceed 10 foot-candles and should conform to IESNA (Illuminating Engineering Society of North America) recommended practices.
  - B. The individual luminaire lamp wattage shall not exceed 250 watts.
  - C. Light fixtures mounted under canopies shall be completely recessed into the canopy with flat lenses that are translucent and completely flush with the bottom surface (ceiling) of the canopy.
  - D. The sides (fascias) of the canopy should extend below the lens of the fixture 12 inches to limit the direct view of the light sources and lenses from the property line.
  - E. Lights shall not be mounted on the top or sides (fascias) of the canopy, and the sides (fascias) should not be illuminated.
  - F. The maintained average horizontal illuminance at grade for the parking lot and site lighting shall not exceed 2.5 foot-candles and all luminaries shall be full cut-offs.
5. The plans shall note and a sign shall be placed on the double doors stating that the doors are for deliveries only and that

public access is not allowed. The storage area shall not be used for any retail operation.

6. The landscaping and fencing on the site shall be modified as follows:
  - A. A minimum of 6 Green Giant Arborvitae (minimum 5-feet in height and 10-feet on-center) shall be planted along the western property line between the 1<sup>st</sup> and 3<sup>rd</sup> Red Maple trees. The 2<sup>nd</sup> Red Maple may be deleted, if necessary for spacing requirements.
  - B. The new fencing along the western property line shall be installed prior to any disturbance on the site. The new trees along this western property line shall be installed as soon as the removal of the existing trees and prior to any installation of the canopy. If possible, a portion of the existing mature trees should remain until the new trees are established.
  - C. A total of seven shade street trees (minimum 6-feet in height) shall be required along the project frontage. Existing shade trees may be used to meet this requirement if determined to be acceptable by the Director of Planning and Development.
  - D. A note shall be added to the plans that all fencing and landscaping shall be maintained in good repair at all times and replaced in a timely manner, as necessary.
7. Provide notes on the final plans to address Ledge Light Health District (LLHD) requirements from LLHD memo dated 2/19/09.
8. All site signage will meet zoning requirements.
9. Technical items raised by staff shall be addressed.

The Planning Commission notes that the site has an existing natural area along 50% of the residentially zoned property to the north and that the new 8-foot high fence and evergreen plantings along a portion of the north property line and along the western property line are consistent with the intent of the buffer requirements of Section 7.4-4 of the Zoning Regulations.

It is understood that the site will not operate between the hours of midnight and 6 a.m. Any changes to these hours will require a site plan modification.

Staff is requested to ask the Groton Town Traffic Authority to review parking on both sides of Noank-Ledyard Road between Route 1 and Ridgewood Drive for proper traffic flow for the site plan.

Motion made by Sherrard, seconded by Munn, so voted unanimously.

VI. OLD BUSINESS

1. Land Use Regulation Update Project

Staff distributed a draft of proposed changes to Section 1 of the Subdivision Regulations and reminded the Commission members of the workshop with the Zoning Commission to be held next Wednesday, March 4<sup>th</sup>, at 6:30 in CR-1.

2. Review of Planning Commission By-laws

Staff said the Town attorney is still reviewing the by-laws.

VII. NEW BUSINESS

1. Report of Commission

Roper said the Mystic Cooperative Task force met on Monday but he did not attend.

Kane attended a meeting of the Phase II School Design Committee. The committee met with the new superintendent to apprise him of the committee's progress to date.

2. Town Council referral of proposed lease of Colonel Ledyard School to the City of Groton under CGS 8-24

An aerial of the site and surrounding area was distributed to Commission members. Staff noted that a copy of the Council's Resolution was provided in the agenda packet. The 2002 Plan of Conservation and Development shows the site proposed for civic and governmental uses. The Commission asked staff to seek additional details about the proposed lease:

- The anticipated term (duration) of the lease
- Whether or not there is an intent to sell rather than lease
- If there is no intent to sell, why is an appraisal being done
- The intended use of the parcel
- If "subletting" would be permitted
- Potential connections to adjacent City lands

MOTION: To table the referral of the proposed lease of Colonel Ledyard School to the City of Groton under CGS 8-24 to the next regular meeting on March 10, 2009.

Motion made by Roper, seconded by Sherrard, so voted unanimously.

VIII. REPORT OF CHAIRMAN

The Chairman reminded everyone about the joint meeting with the Zoning Commission on March 4<sup>th</sup>.

Sherrard said he will be on travel in Tennessee and will not be at the March 10<sup>th</sup> Planning Commission meeting.

The Chairman reminded the Commissioners about the CFZPA (Connecticut Federation of Planning & Zoning Agencies) annual awards meeting on March 19<sup>th</sup>. He and Pritchard are planning to attend. Please let staff know as soon as possible if you plan on attending.

Sherrard said the Town Manager will eventually be seeking a member of the Planning Commission to serve on the Noank School Reuse Task Force. Zod agreed to represent the Planning Commission when the task force is formed.

IX. REPORT OF STAFF

Staff told the Commission that the joint workshop on March 4<sup>th</sup> will focus on environmental attributes and open space protection ratios. The consultant will present some modeling he has done for different sites in the Town. Staff hopes this workshop will result in some consensus between the commissions so that draft language can proceed.

Staff said the Town Attorney sent information with respect to a recent case study on the use of email communications between Commission members.

X. ADJOURNMENT

Motion to adjourn at 9:07 p.m. made by Roper, seconded by Munn, so voted unanimously.

---

Jeffrey Pritchard, Vice Chairman/Secretary  
Planning Commission

Prepared by Debra L. Gilot  
Office Assistant II