

MINUTES  
PLANNING COMMISSION  
JANUARY 26, 2016 – 7:00 P.M.  
TOWN HALL ANNEX – COMMUNITY ROOM 2

Chairman Sherrard called the meeting to order at 7:00 p.m.

I. ROLL CALL

Regular members present: Sherrard, Steinford, Pritchard, Kane (7:05 pm)  
Alternate members present: Fitzgerald, Tarbox, Zod  
Absent: Munn  
Staff present: Jones, Glemboski, Allen, Gilot

Chairman Sherrard appointed Fitzgerald to sit for Munn and Zod for Kane.

II. APPROVAL OF MINUTES

1. January 12, 2016

MOTION: To adopt the minutes of January 12, 2016 as annotated.

Motion made by Zod, seconded by Pritchard. Motion passed 4-0-1, 1 abstention (Steinford).

III. PUBLIC COMMUNICATIONS - None

IV. SUBDIVISIONS

1. Briar Hill Subdivision (SUB15-05), 0 Briar Hill Road

MOTION: To grant an extension to April 28, 2016 to Briar Hill Subdivision for recording of final plan

Motion made by Steinford, seconded by Fitzgerald, so voted unanimously.

V. SITE PLANS

1. Oyster Club Addition (SIT15-19) 13 Water Street

Gregg Fedus, Fedus Engineering, 70 Essex Street, Mystic, represented the applicants, Dan Meiser and the 85<sup>th</sup> Day Restaurant Group. The plan is to enclose the existing outdoor seating area. The Historic District Commission granted a Certificate of Appropriateness, and a variance was granted by the Zoning Board of Appeals for the setbacks. Mr. Fedus reviewed the existing drainage on the site, which will remain the same. A strip along the front with ivy and crushed stone will remain. Planter boxes were relocated, and two planters were added on either side of the front entrance. The parking requirements remain the same. The existing parking at Mystic Art Center and 17 Water Street parking was reviewed.

Matt Williams, Architect, Williams Architects, 897 Boston Post Road Madison CT, provided details of the exterior architecture, which is meant to mimic the Mystic Ice House. Additional lighting includes two small fixtures on either corner of the building and downlights at the door.

Staff explained that the existing outdoor patio will be enclosed to provide more indoor dining. The parking program previously approved will continue. Mr. Williams said a gutter is on the front of the building. Snow stops are not included yet, but the architect will include them. Staff said the applicants are exempt from CAM because there is no development outside of the existing footprint.

**MOTION:** To approve a site plan modification for Oyster Club, 13 Water Street, with the following modification:

1. A copy of current and any future lease renewals for 17 Water Street (minimum 15 leased spaces) and Mystic Museum of Art (minimum 4 leased spaces) shall be provided to the Planning Department. The restaurant and outside patio area shall continue to participate at all times in the Downtown Parking Validation Program with the Mystic Museum of Art. Any decrease in the leased number of parking spaces or lack of participation in the Parking Validation Program shall require review and approvals by the Office of Planning and Development and other Town Commissions, as appropriate.
2. Any staff technical items shall be addressed.

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

2. Craft Bakeshop, LLC (SIT15-20), 5 Water Street

Gregg Fedus, Fedus Engineering, 70 Essex Street, Mystic, introduced the applicant, Adam Young.

Mr. Fedus explained the location of the site. The application is for a bakery with limited seating. The lower level of the building will be the prep and production area with a front counter service area. The majority of the sales will be take-out with a small table for service inside. The location of a walk-in refrigerator on a raised platform was discussed. The dumpster location, air conditioning units, bike rack, loading zone and rearrangement of parking spaces were reviewed. Exterior lighting will be a full cut-off light with a motion detector. At the request of the Fire Marshal, the existing propane tanks on the east side of the building will be relocated onto the sidewalk using smaller tanks. Proposed landscaping and trees were reviewed. Planters will be provided in the front in lieu of landscaping. The Historic District Commission granted a Certificate of Appropriateness.

Matt Williams, Architect, Williams Architects, Madison, CT, reviewed the site, the latticed screen wall for the refrigerator platform, steps to the cooler, and air and exhaust vents at the back of the building.

Staff said the major structure change is the new refrigerator platform. The elevation meets the flood requirements. The dumpster enclosure will be less than 8 ft. in height. The propane tanks originally were at the rear of the building but the Fire Marshal said they would be a safety hazard because of a nearby stairwell. The only option would be to place them on the sidewalk. The existing sidewalk is six ft. wide, and 4 ft. wide sidewalk is required, which leaves 2 ft. for smaller, narrower propane tanks, with steel bollards for protection. The loading area and landscaping on the site were reviewed. Screening of propane tanks will be added as a technical item. Hours of operation and signage were discussed with the applicant.

MOTION: To approve Site Plan (SIT15-20) for Craft Bakeshop, 5 Water Street with the following modifications:

1. Proposed propane tanks on north side of building shall allow for a 4 ft. wide internal sidewalk.
2. Technical items as raised by staff shall be addressed.

#### Findings

The Commission finds that the redevelopment of the existing landscaping and the addition of landscape planters at the front of the building meet the intent of Section 7.4 of the Zoning Regulations.

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

#### VI. OLD BUSINESS

1. Zoning Commission Referral for Public Hearing on February 3, 2016 – REGA15-02, Zoning Regulation Text Amendment to Section 5.2 in the WF-20 Zone

Staff said the applicant requested that the Planning Commission postpone discussion of the referral until the February 9<sup>th</sup> meeting. The owners of the shipyard could not be at tonight's meeting and they would like to explain their application to the Commission. The Zoning Commission will hold the public hearing at their March 3<sup>rd</sup> meeting.

MOTION: To continue the referral for REGA 15-02 to the next regular meeting on February 9, 2016.

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

2. POCD Draft Themes

Staff said the Commission received two of the themes, and they will bring the third theme to the Commission for review when they receive it from Milone & MacBroom.

The Downtown Mystic parking study and the Mystic Art Center space leasing was discussed. The Commission would like staff to provide an update on the parking and leasing program.

#### VII. NEW BUSINESS

1. Report of Commission

Pritchard said he attended the previous night's Committee of Chairs meeting and provided updates on the topics discussed.

The Commission noted that the highway sign for the Fields of Fire adventure park was removed.

2. New Applications - None

#### VIII. REPORT OF CHAIRMAN

The Chairman said the CT Federation of Planning and Zoning Agencies' annual meeting will be held on March 17<sup>th</sup>. Staff will forward the registration forms when they receive them.

The Chairman asked about the Seely School. Staff provided an update to the Commission. She said no action has been taken yet; the proposal is before the RTM Finance Committee, and then will go to the RTM approval. The Chairman asked staff if the buyers submit a Purchase and Sale Agreement that is different than the original referral to the Planning Commission, would the revised proposal be referred back to the Planning Commission. Staff will check.

IX. REPORT OF STAFF

Staff said that the lighting at Fields of Fire is being reviewed by the Zoning Official.

Staff noted that the outside walk-in freezer at 32 West Main Street received administrative approval in 2014, and the freezer is consistent with what was approved. There is no operation in the building at this time.

The Commission asked about Central Hall. Staff believes the owners are working with the State to amend their COP.

X. ADJOURNMENT

Motion to adjourn was made at 8:13 p.m. by Pritchard, seconded by Steinford, so voted unanimously.

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Jeffrey Pritchard, Secretary  
Planning Commission

Prepared by Debra Gilot  
Office Assistant III