

MINUTES  
PLANNING COMMISSION  
OCTOBER 25, 2011 – 7:00 P.M.  
TOWN HALL ANNEX – COMMUNITY ROOM 2

I. ROLL CALL

Regular members present: Pritchard, Roper, Steinfeld, Sherrard  
Alternate members present: Fitzgerald, Zod, Kane  
Absent: Munn  
Staff present: Davis, Doolittle

Chairman Sherrard called the meeting to order at 7:00 p.m. He sat Kane for Munn.

II. APPROVAL OF THE MINUTES OF meeting of October 11, 2011.

MOTION: To approve the minutes of October 11, 2011 as amended.

Motion made by Steinfeld, seconded by Roper. Motion passed unanimously.

III. PUBLIC COMMUNICATIONS - none

IV. SUBDIVISIONS

1. Godfrey Road Subdivision – Request for bond release

Staff noted the memo in tonight's packet from Public Works stating that everything is acceptable and recommending release of the 10% maintenance bond.

MOTION: To release the bond for Godfrey Road Subdivision in the amount of \$6,800

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

V. SITE PLANS - None

VI. OLD BUSINESS

1. Land Use Regulation Update Project - None

2. Status of Pending Draft Ethics Ordinance

Chairman Sherrard noted that he had Staff include the report from the Code of Ethics Task Force in tonight's packet as an informational piece for the Commission. The Commission asked the Chairman to keep them informed as to when the Town Council would be asking for input, as well as any further updates.

3. Discussion Regarding Subdivision Tracking Procedures

Staff addressed this issue that was brought up at the last Planning Commission meeting. Staff provided an initial report and will respond in more detail when relevant data is compiled. The Commission requested that this item be on the next agenda as an informational piece.

VII. NEW BUSINESS

1. Report of Commission

Commissioner Pritchard attended the Committee of Chairs meeting and gave an overview of the items discussed.

Commissioner Roper attended the Mystic Community Task Group meeting this week and reported that the Mystic Streetscape is going well. The second phase of the bridge work will begin in January 2012.

2. Zoning Commission Referral for November 2, 2011 Public Hearing  
a. SPEC322 (715 Noank Ledyard Road)

Staff briefly explained this application which is for a family paintball park located on Noank Ledyard Road. The Commission discussed location and zoning of the site proposal. A Wetlands permit has been obtained. The Commission asked Staff to forward comments regarding the uses proximity to Interstate 95.

3. Zoning Board of Appeals Referral for November 9, 2011 Public Hearing  
a. ZBA11-10 Wronowski Residence

Staff noted that there is no change in the plan previously seen by the Commission. He explained that due to an error, no advertising was done for the third variance. The Commission again had no comment.

VI. New Applications - None

VIII. REPORT OF CHAIRMAN

Chairman Sherrard inquired as to the status of school facility closures and the Planning Commission's role.

IX. REPORT OF STAFF

Staff updated the Commission on concerns they had regarding Gabrielle's Karate. He noted that the AC units were not on the approved site plan. The Commission decided that a letter from Chairman Sherrard to the Director of OPDS was necessary to ascertain relevant facts.

X. ADJOURNMENT

Motion to adjourn at 8:09 p.m. made by Roper, seconded by Steinford, so voted unanimously.

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Jeffrey Pritchard, Secretary  
Planning Commission

Prepared by Katie Doolittle  
Office Assistant II