

MINUTES
PLANNING COMMISSION
NOVEMBER 13, 2008 – 7:00 P.M.
TOWN HALL ANNEX – COMMUNITY ROOM 2

I. ROLL CALL

Regular members present: Pritchard, Steinfeld
Alternate members present: Fitzgerald, Kane, Zod
Staff present: Davis, Glemboski, Murphy, Galetta

Acting Chairman Pritchard opened the meeting with roll call at 7:05 p.m. and seated Kane for Munn, Fitzgerald for Sherrard, and Zod for Roper.

II. APPROVAL OF THE MINUTES OF meeting of October 14, 2008

MOTION: To approve the minutes of October 14, 2008 as amended.

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

III. PUBLIC COMMUNICATIONS – None

IV. SUBDIVISIONS

1. Montali Subdivision, 77 Candlewood Road – Request for bond reduction

Staff stated small earthwork remains to be completed.

MOTION: To reduce the public improvement bond for the Montali Subdivision, 77 Candlewood Road to \$950.00.

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

2. The Cedars at Godfrey Road Subdivision, Godfrey Road – Request for bond reduction

Staff noted that the waterline has been installed but that some improvements remain to be completed.

MOTION: To reduce the public improvement bond for the Cedars at Godfrey Road Subdivision, Godfrey Road, to \$5,000.

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

3. North Woods Subdivision, 1299 North Road – Request for extension for recording of mylars

MOTION: To grant a 90-day extension for recording of mylars to North Woods Subdivision, 1299 North Road, to March 5, 2009.

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

4. Repp Subdivision, 10 Maxson Street (CAM) – Set public hearing date

A public hearing date of December 9, 2008 was set for the Repp Subdivision, 10 Maxson Street.

V. OLD BUSINESS

1. Mystic Weigh Subdivision – Review of Erosion Controls

In response to the Chairman's request for an update, a staff memo was prepared by Debra Jones. The property was inspected and there are no outstanding issues. Staff stated that there are errors in the McFarland statement to the Commission and the memo addresses these errors.

Commission requested written correspondence be sent back to Ms. McFarland so she knows that action was taken by the Planning Commission to address her stated concerns.

2. Land Use Regulation Update Project

Staff reported that public input on the assessment report should be submitted by 11/14/08. Two to three comments have come in mainly addressing wetlands. Staff will have a status update for the Commission at the next meeting.

3. Review of Planning Commission By-laws

Staff stated the Town Attorney is reviewing the draft language, now that the Charter has been updated.

VIII. NEW BUSINESS

1. Report of Commission

Fitzgerald distributed a handout to Commission members regarding cluster housing comparisons.

2. Zoning Board of Appeals referral for November 19, 2008 public hearing

ZBA08-12 873 Buddington Road, Cynthia Ellzey, Owner

Staff explained the referral and stated that adjoining property owners were not properly notified by the owner.

MOTION: To table the Planning Commission referral on 873 Buddington Road, Cynthia Ellzey, Owner for November 19, 2008 public hearing.

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

IX. REPORT OF CHAIRMAN

The Commission discussed upcoming agendas for meetings in December. Staff stated that the Capital Improvement Program will not be ready for the December 9 meeting.

X. REPORT OF STAFF

Staff provided the following information to the Commission:

- Informational handouts including a free Department of Environmental Protection Seminar to be held on December 3.
- Reminded the Commission about the November 18 training session regarding Parliamentary Procedure and Robert's Rules, to be held at the Town Hall Annex.
- Stated that the budget season is upcoming and the budget process is about to begin.
- Changes to the Charter will be followed closely by Staff to be sure that Commission By-Laws and procedures are updated.
- Updated the Commission regarding a proposal of trails work on the Mortimer Wright property which the Town purchased. The project will be forwarded to the Commission for a referral.
- The Konover Inland Wetlands Application was approved by the Inland Wetlands Agency.
- Grasso Tech came before the Zoning Commission for an informational presentation regarding a 50 ft high wind turbine. It is on State of Connecticut land so there is no local zoning or regulations that apply to the project.
- Provided a status report on the property located at 23 Library Street. The Commission discussed their concerns regarding grading of the site, the retaining wall and public safety.
- Updated the Commission on the DWQMP (Drinking Water Quality Management Plan). Staff stated that the plan is regional in nature but the Commission should understand and become familiar with the report, since it will become a land use management tool.

The Commission also discussed an article in The New London Day about the Groton Highpoint Subdivision possibly being sold to Groton Open Space Association (GOSA) within the next year.

XI. ADJOURNMENT

Motion to adjourn at 8:05 p.m. made by Steinfeld, seconded by Kane, so voted unanimously.

Jeffrey Pritchard, Secretary
Planning Commission

Prepared by Lynda Galetta
Office Assistant II