

MINUTES  
PLANNING COMMISSION  
FEBRUARY 9, 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, Steinfeld, Pritchard, Munn  
Alternate members present: Fitzgerald, Tarbox, Zod  
Absent: Kane  
Staff present: Jones, Glemboski, Allen, Gilot

Chairman Sherrard seated Tarbox for Kane.

II. APPROVAL OF MINUTES

1. January 26, 2016

MOTION: To adopt the minutes of January 26, 2016 as written.

Motion made by Steinfeld, seconded by Pritchard. Motion passed 4-0-1, 1 abstention (Munn).

III. PUBLIC COMMUNICATIONS - None

IV. SUBDIVISIONS

1. Watrous Subdivision (SUB15-06), 970, 980 and 990 Pleasant Valley Road North – Request for Acceptance of Public Improvements and Reduction of Bond

MOTION: To accept the public improvements of the Watrous Subdivision, 970, 980 and 990 Pleasant Valley Road North, and reduce the bond to \$2,450.

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

V. SITE PLANS

1. Craft Bakeshop, LLC Modification (SIT16-), 5 Water Street

Gregg Fedus, Fedus Engineering, 70 Essex Street, Mystic, introduced the applicant, Adam Young. Mr. Fedus explained the relocation of the propane tanks, and the requirement for 4 ft. sidewalks. The smallest propane tanks they were able to obtain were 30 inches wide, so there would only be 3 ½ ft. clearance on the sidewalk north of the building.

Staff explained the sidewalks at the site. The internal walkway on the south side of the building connects the parking to the rear entrance and around to the main front entrance. This side is four ft. wide and will serve as the main sidewalk to the entrance to the building and the street. The location of the propane tanks was approved by the Building Official and the Fire Marshal. The Commission recommended that signage be added to the site identifying the entrance from the parking lot.

MOTION: To approve Site Plan Modification (SIT16-01) for Craft Bake Shop, 5 Water Street with the following modifications:

1. Proposed propane tanks on north side of building shall allow for a 3.5 ft. wide walkway.
2. Technical items as raised by staff shall be addressed.

Motion made by Sherrard, seconded by Tarbox, 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 this referral was initially discussed by the Commission two meetings ago, and the Commission had questions. The applicant was present this evening to address those questions. Staff explained that the application had been amended. It was initially submitted from height in WF from 30 ft. to 50 ft., but has been amended.

Munn recused himself due to his association with Mystic Shipyard. The Chairman seated Zod for Munn for the referral.

Russel Sergeant, Architect, 3 Rowland Street, explained the request for the regulation amendment, to accommodate sheds that can hold larger boats for storage or repair. Mr. Sergeant discussed the height allowances and lot coverage requirements of other commercial zones in the town. The neighborhood is densely populated, and no views would be affected by the new height.

Staff said they did not see any concerns with the 50 ft. height. The Zoning Official had no concerns with changing the regulation with the measurement of height to the highest point of the roof for this specific use.

Mr. Sergeant discussed the finished floor elevation requirements with the new FEMA flood zones. Mezzanines would be required to keep solvents, mechanical systems, etc. above the flood elevation.

Staff said water dependent uses should take priority in a waterfront location. Extensive discussion ensued on the requirements for peaked vs. flat roofs, and the needs of the applicant. The Chairman had concerns with boats being brought through the neighborhood to the shipyard. Mr. Sergeant said the likelihood of boats that size coming to the site by road would be very small.

**MOTION:** The Planning Commission reviewed the referral from the Zoning Commission for REGA15-02 to increase the maximum building height to 50-feet in the WF-20 zoning district and has the following comment:

The Planning Commission recommends a modification of the application that allows a maximum height of 45 feet for sheds used for construction, repair, and storage of boats limited to a single floor with mezzanines as allowed by the Connecticut State Building Code.

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

2. POCD Draft Themes

Staff said they expect to have the infrastructure theme from the consultants very soon, and the introduction rewrite in the next couple of weeks. Staff anticipates having the entire completed document in March.

The Chairman reseated Munn.

3. Market Analysis and Regulation Audit - Update

Staff said the consultants will be presenting both the market analysis and the regulation audit to the Town Council in March.

VII. NEW BUSINESS

1. ZBA Referral for Public Hearing on February 10, 2016 – ZBA#16-01, Savings Institute Bank & Trust, 970 Poquonnock Road

Staff explained the referral to construct a new bank building in The Marketplace shopping center, in the location of the existing drive-thru kiosk. Variances were requested for the location of a drive-through in a front yard, to reduce the drive-through stacking lanes from 10 required to 6, for each of 2 stations, and a front yard setback for 55 feet instead of the required 75 feet.

The Commission had concerns with the traffic patterns from the drive-through exiting the plaza, the stacking lanes, and pedestrian safety in the parking lot.

MOTION: The Planning Commission recommends denial of ZBA#16-01, Savings Institute Bank & Trust, because of concerns with traffic flow, stacking lanes, setbacks, safety and parking.

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

2. Report of Commission

Tarbox expressed concerns with regard to the Spicer Mansion on Elm Street. She believed that it may now be run as more than a bed and breakfast, based on a recent article written about the business.

Staff said they had the same concerns, and a letter was written to the owners a couple of weeks ago. The owners responded that they intended to comply with all the conditions of their approvals. Staff will be sending another letter to remind them of what approvals they have for the site, and will continue to document their efforts and monitor the situation in the event that zoning enforcement should become necessary.

3. New Applications

SIT16-02 – Savings Institute Bank, 970 Poquonnock Road

SIT16-03 – Fieldcrest Water Storage Tank, 115 Oslo Street

VIII. REPORT OF CHAIRMAN

The Chairman polled the members regarding their anticipated attendance at the next few meetings.

IX. REPORT OF STAFF

Staff said the Town Enforcement Officer spoke with the owner of Fields of Fire about the lighting. The owners will be putting the lights on a timer and the lights will be shut off when not in use. The timer is on order.

Staff noted that the Director of OPDS will be meeting tomorrow with the new Executive Director of the Mystic Museum of Art, and they will be discussing the parking at the Center.

Staff reminded the Commission that the Connecticut Federation of Planning and Zoning Agencies will hold their annual dinner meeting on March 17<sup>th</sup> at the Aqua Turf and advised them to let staff know if they planned to attend. The Chairman said that Munn will be receiving a lifetime achievement award at the meeting.

X. ADJOURNMENT

Motion to adjourn was made at 8:16 p.m. by Munn, seconded by Steinford, so voted unanimously.

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Jeffrey Pritchard, Secretary  
Planning Commission

Prepared by Debra Gilot  
Office Assistant III