

MINUTES  
PLANNING COMMISSION  
APRIL 11, 2017 – 7:00 P.M.  
TOWN HALL ANNEX – COMMUNITY ROOM 2

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

I. ROLL CALL

Regular members present: Pritchard, Kane, Munn, Steinfeld  
Alternate members present: Fitzgerald, Tarbox  
Excused Absence: Zod  
Staff present: Jones, Allen, Silsby

Chairman Pritchard appointed Fitzgerald to sit for Zod and Steinfeld to sit as Acting Secretary.

II. APPROVAL OF MINUTES

1. March 28, 2017

MOTION: To adopt the minutes of March 28, 2017, as written

Motion made by Steinfeld, seconded by Munn, so voted 4-0-1 (Munn).

III. PUBLIC COMMUNICATIONS - None

IV. SUBDIVISIONS

1. Roger Watrous Building & Remodeling LLC (SUB14-01), Pleasant Valley Road North – Request for Release of Bond

Staff stated that Public Works has recommended release of the bond.

MOTION: To release the \$2,450.00 maintenance bond for the Watrous Subdivision, Pleasant Valley Road North (SUB14-01)

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

V. SITE PLANS - None

VI. OLD BUSINESS - None

VII. NEW BUSINESS

1. Zoning Board of Appeals Referral for Public Hearings on April 26, 2017

ZBA#17-02 - Fort Hill Citgo, 182 Fort Hill Road

Staff reviewed the variance request to replace the existing canopy, reconfigure 2 pump islands, and relocate signage. It was noted that this is a pre-existing non-conforming use. He noted that the changes do not change parking requirements. Sign regulations were reviewed.

Inquiries were made about the size and amount of signs on site. Munn felt that the legal advertisement was confusing and asked for a staff cover memo, in the future, for

complicated variance applications. Staff will be sure to address this aspect moving forward.

The Planning Commission recommended that the Board ensure that site lighting be appropriate for the residential zone.

ZBA#17-05 – Mystic Professional Associates, 200 Sandy Hollow Road

Pritchard disclosed that he is a client of this medical practice.

Staff reviewed the variance request to add more parking to this pre-existing non-conforming use. He explained that there are two existing parking lots and the owners feel that more parking is needed. It was noted that this business is located in a residential zone. The parking would expand from 33 spaces to 53. He noted that Site Plan approval would be required.

The Planning Commission had no comment.

2. Zoning Commission Referral for a Public Hearing on May 3, 2017 - REGA17-01 – Water Resource Protection District (WRPD) Zoning Regulation Text Amendment

Staff stated that this text amendment was a recommendation in the Plan of Conservation and Development from 2002 and 2016. She briefed the Planning Commission on the changes that are being proposed including new standards for hazardous material management, storm water treatment, and changes in allowed uses. She reviewed new design standards.

Pritchard suggested that the definition regarding wild animals be changed. Kane inquired about the word “practicable” and felt that that word may not be the best option, Munn agreed. Pritchard inquired about the potential outcome of home oil tanks leaking and suggested they be regulated if they are not regulated under the building code. Staff will discuss this with the Building Official. Steinford inquired about underground gas tanks, which Staff said is regulated by the State. The Planning Commission recommended that this item be continued to the next agenda, so additional comments can be received. Members can submit written comments to Staff for review.

3. Referral from the City of Groton for a Public Hearing on April 18, 2017 regarding a Special Permit/Site Plan #458 - Branford Manor Site and Building Renovations

Staff spoke about the proposed project, as she referred to the narrative, renovations, community center, layout of roads, and landscaping. Staff feels there will be no inter-municipal impact.

The Planning Commission had no comment.

4. Referral from the City of New London for a Public Hearing on May 4, 2017 for a proposed zoning amendment regarding Historic Properties from the New London Maritime Society

Staff feels there will be no inter-municipal impact.

The Planning Commission had no comment.

5. Report of Commission

Fitzgerald stated that he attended the recent budget hearing and spoke, as a resident, in favor of the coastal access trail for signage and upgrades, trails for boaters and kayakers, and updating the Harbor Management Plan.

6. New Applications

Staff noted that Chelsea Groton Bank has submitted a site plan application to build a 166 square foot vestibule. The work will include a sidewalk along Route 184. The Planning Commission agreed with Staff that this application could be handled administratively.

VIII. REPORT OF CHAIRMAN

Pritchard stated that a Committee of Chairpersons meeting has been scheduled for Monday, April 17<sup>th</sup> at 6 p.m. He noted that he would be attending an upcoming kickoff meeting about Tax Increment Financing (TIF) on April 18<sup>th</sup> at 2:30 p.m. at the Town Hall Annex in Community Room 1.

IX. REPORT OF STAFF

Staff mentioned that the Town Council is contemplating whether or not to combine the Planning Commission and Zoning Commission. Discussion followed about the pros and cons.

X. ADJOURNMENT

Motion to adjourn at 7:56 pm was made by Steinfeld, seconded by Munn, so voted unanimously.

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Hank Steinfeld, Acting Vice Chair/Secretary  
Planning Commission

Prepared by Robin M. Silsby  
Office Assistant II