

MINUTES
PLANNING COMMISSION
JULY 13, 2010 – 7:00 P.M.
TOWN HALL ANNEX – COMMUNITY ROOM 2

I. ROLL CALL

Regular members present: Pritchard, Steinfeld, Sherrard
Alternate members present: Fitzgerald, Zod, Kane (8:08)
Absent: Munn, Roper
Staff present: Murphy, Davis, Glemboski, Doolittle

Chairman Sherrard called the meeting to order at 7:00 p.m. He sat Fitzgerald for Roper and Zod for Munn.

II. APPROVAL OF THE MINUTES OF meeting of June 8, 2010.

MOTION: To approve the minutes of June 8, 2010 as amended.

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

III. PUBLIC COMMUNICATIONS

Commissioner Steinfeld noted that his wife, an RTM member, had received two letters that he would like to discuss under Report of Commission.

Staff mentioned that they will be meeting with FEMA to discuss some slight adjustments to the preliminary flood maps and will update the commission accordingly.

IV. SUBDIVISIONS

1. Woods Walk – Acceptance of public improvements and open space

Staff noted the memo received from public works recommending the acceptance of public improvements and open space.

MOTION: To accept the public improvements and open space for Woods Walk Subdivision

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

2. Mill Pond Estates – Acceptance of public improvements and open space

Staff noted the memo received from public works recommending the acceptance of public improvements and open space.

MOTION: To accept the public improvements and open space for Mill Pond Estates

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

V. SITE PLANS

1. Ledges East, 375 Drozdyk Drive – request for one year extension for start of construction

Staff noted that this site plan was initially approved in August 2005. Staff has also recommended, to the applicant, that they request an additional one year extension for site plan expiration.

MOTION: To add Ledges East – Request for one year statutory extension for site plan to tonight’s agenda.

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

MOTION: To grant a one year statutory extension for site plan expiration and a one year extension for start of construction to August 9, 2011 for Ledges East, 375 Drozdyk Drive

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

2. St. Andrews Church Parking, 310 Fort Hill Road – request for extension or action required

Ed Wenke, Engineer for St. Andrews, addressed the Commission detailing the need for additional parking and some of the difficulties that he has encountered on the site. He noted that they are adding 37 parking spaces and that the new handicap spaces will meet current ADA requirements.

Staff discussed the Master Trails Plan of the Town and the proposed and existing sidewalks in the area of the church. Staff suggested a 6 foot high fence along the north and east property lines to buffer the residential property the daycare play area. Staff also suggested adding 4 shade trees along the parking area to better meet the regulations.

The Commission and the Applicant further discussed the sidewalk, the septic system and drainage, the fence along the playground, buffers, and DOT issues.

MOTION: To table St. Andrews Church Parking to later in the meeting tonight.

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

VI. PUBLIC HEARING

1. Repp Subdivision, 10 Maxson Street (2 lots) (CAM)

Chairman Sherrard re-opened the Public Hearing at 8:00pm and noted that the five members present tonight would be the voting members should a vote be taken.

Michael Scanlon, DiCesare Bentley, addressed the Commission on behalf of John and Anita Repp. Mr. Scanlon noted the approval of this subdivision in 2008, however, due to finances, the Applicants could not complete the subdivision. Mr. Scanlon detailed the current and proposed uses of the lots.

John Repp, Applicant, addressed the Commission regarding underground electrical service.

Mr. Scanlon noted the appraisal submitted by the Applicant, with the land value being assessed at \$174,000. The applicant is prepared to pay the 10% in lieu of fee as opposed to the open space. Mr. Scanlon detailed the other waivers that the Applicants are requesting.

Staff and the Commission discussed the utility poles, current and future zoned districts, FEMA flood zones, underground utilities, sidewalks and CAM issues.

MOTION: To close the public hearing for Repp Subdivision

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

The Commission took a recess at 8:49pm and reconvened at 8:57pm.

VII. SITE PLANS

1. St. Andrews Church Parking, 310 Fort Hill Road – request for extension or action required

MOTION: To approve St Andrews Church Parking Lot Site Plan, 310 Fort Hill Road, with the following modifications:

1. A note shall be provided on the plan stating “Any changes in the approved uses of the building shall require an additional review by the Office of Planning and Development Services and approvals, as necessary, from the appropriate Town of Groton agencies”.
2. A sidewalk agreement shall be recorded in land records at the time of recording the site plan. The agreement shall state that the owner of the property agrees to appear before the Planning Commission when development conditions change in the area, or within a period not to exceed five (5) years, whichever occurs first, to allow for a determination to be made as to the need for the installation of a 5-foot wide concrete sidewalk along the property frontage and connecting to the onsite sidewalk system. Said determination as to the

need for the installation of this sidewalk shall be at the sole discretion of the Planning Commission.

3. Four additional parking lot shade trees shall be added to the site in the general locations as shown on Exhibit A dated 7/13/10.
4. All Inland Wetland Agency Permit requirements shall be shown on the final plans.
5. A note shall be provided on the plans stating “A shared parking arrangement for the site has been approved in accordance with Section 7.2-6 of the zoning regulations”.
6. The final plan shall be revised to show the 6-foot high solid fence along the north and east perimeter of the playground.
7. Technical items raised by staff shall be addressed.

The Planning Commission notes that the site contains an existing daycare use with a playground and that the proposal of the 6-foot high solid fence to the north and east of the playground area increases the buffering of this existing use from the adjacent residential structures and that the design is consistent with the intent of the buffer requirements of Section 7.4-4 of the Zoning Regulations.

The Planning Commission notes that the site is encumbered along several areas of the parking lot perimeter and within the islands by a septic system, drainage system and other utilities and that the stand of large mature trees within the front area of the parking lot and the addition of several new shade trees, where appropriate, meets the intent of the shade tree requirements of Section 7.4-5 of the Zoning Regulations.

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

2. Administrative Site Plan (CAM) - CMEEC, 1268 Poquonnock Road

Staff explained the plan for two diesel generators to be located at 1268 Poquonnock Road, based upon changes resulting from the City’s review.

VIII. SUBDIVISIONS

1. Repp Subdivision (2 lots) (CAM)

MOTION: To approve the waiver of Section 5.4(1) of the Subdivision Regulations to allow the issuance of a building permit for a new residence on Lot 2 prior to the completion of all public

improvements and the offering of the improvements for acceptance by the Town. The Commission finds that:

1. The subdivision is creating only one new building lot and the public improvements are minimal, and;
2. The waiver conforms to the criteria specified in Section 1.10 of the Subdivision Regulations.

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

MOTION: To approve a waiver to Section 4.8(1) of the subdivision regulations and to not require under ground utilities for the existing house on lot 1. The undergrounding of existing utilities would require extensive utility modifications along Maxson Street.

The Planning Commission strongly recommends the consideration of underground utilities to lot 1 and provide the necessary easement across lot 2 should any future owner of lot 1 decide to have underground utilities.

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

MOTION: To approve the subdivision plan for Repp Subdivision, 10 Maxson Street, with the following modifications:

1. In accordance with Section 4.9(5), a payment in lieu of open space of \$17,200, the equivalent of 10% of the fair market value of the land prior to the subdivision, shall be made prior to the recording of the plans.
2. Technical items raised by staff shall be addressed.

The Planning Commission notes that it is not requiring a frontage sidewalk on Maxson Street or School Street. There are currently no sidewalks on either side of Maxson Street or School Street and the Plan of Conservation and Development and the Town's Master Pedestrian Plan do not propose any sidewalks for this area. The nature and character of this section of West Mystic, with narrow tree lined streets, allows for much reduced traffic speeds and construction of sidewalks would necessitate the removal of significant trees and other vegetation on the site.

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

MOTION: To approve the Coastal Area Management application for Repp Subdivision at 10 Maxson Street, as it is consistent with all

applicable coastal policies contained in CGS 22a-92, and includes all reasonable measures to mitigate adverse impacts and creates no unacceptable adverse impacts.

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

IX. OLD BUSINESS

1. Land Use Regulation Update Project

Staff handed out and briefly discussed a working draft of Section 6.11 of the Zoning Regulations (erosion and sediment control), as well as illustrations of cluster housing options, modeling the Sheep Farm tract on Hazelnut Hill Road.

X. NEW BUSINESS

1. Report of Commission

Commissioner Steinfeld submitted to Staff two letters that his wife, an RTM member, received from Will Langdon. They were addressed to Governor Rell and Attorney General Blumenthal and noted his displeasure with the Mystic Streetscape project. Staff will produce copies for the Commission to be included in the next packet.

Commissioner Kane noted that a Phase II School Building meeting was recently held. He reported that the Board of Education has hired a new architect who is looking into alternative locations for a combined middle school.

2. New Applications

a. Parking Lot Improvements, 721 Long Hill Road

3. Zoning Board of Appeals referrals for July 14, 2010 – 661 Goldstar Highway (ZBA10-03), 235 Lestertown Road (ZBA10-04) & 1505 North Road (ZBA10-05)

ZBA10-05 - 1505 North Road

Staff noted that this is an existing single family home which suffered a fire and the applicant is requesting a variance for front and sideyard setbacks.

The Commission had no comment.

ZBA10-04 - 235 Lestertown Road

Staff noted that this application is to convert an existing daycare center into four active senior housing units and the applicant is requesting a variance in that the side it not accessed via an arterial street.

The Commission had no comment.

ZBA10-03 - 661 Goldstar Highway

Staff noted that this existing development is in the WRPD zone and they are requesting a variance for the minimum lot coverage and percent of area to remain undistributed.

The Commission had no comment.

4. Zoning Commission referral for August 4, 2010 – 235 Lestertown Road, Fairview (Special Permit #316)

The Commission had no comment.

XI. REPORT OF CHAIRMAN

Chairman Sherrard noted that the Committee of Chairperson meeting is being held on July 19, 2010.

Chairman Sherrard noted the room conflict for the August 10, 2010 meeting due to the primaries and discussed alternative options.

XII. REPORT OF STAFF

The Mystic Cooperative Task Force meeting has been moved from July 16, 2010 to July 23, 2010.

The Mystic Streetscape Project is moving forward and Staff is working on last minute details to award the contract.

Staff noted the elimination of the Planning Technician, Paul Duarte, as of July 1, 2010. Staff noted that OPDS no longer has the technical ability to provide the scope of services previously provided.

Staff noted the additional budget cut by the RTM of \$24,000, which is likely to affect another position within OPDS.

XIII. ADJOURNMENT

Motion to adjourn at 9:58 p.m. made by Sherrard, seconded by Steinfeld, so voted unanimously.

Jeffrey Pritchard, Secretary
Planning Commission

Prepared by Katie Doolittle
Office Assistant II