

MINUTES  
PLANNING COMMISSION  
SEPTEMBER 22, 2015 – 7:00 P.M.  
TOWN HALL ANNEX – COMMUNITY ROOM 2

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

I. ROLL CALL

Regular members present: Pritchard, Kane, Munn  
Alternate members present: Fitzgerald, Tarbox, Zod  
Absent: Sherrard, Steinfeld  
Staff present: Cullen, Glemboski, Silsby

Acting Chairman Pritchard appointed Fitzgerald to sit for Sherrard and Munn as Acting Secretary.

II. APPROVAL OF THE FOLLOWING MINUTES OF September 8, 2015

MOTION: To adopt the Planning Commission minutes of September 8, 2015, as amended.

Motion made by Fitzgerald, seconded by Kane, so voted 3-0-1 (Munn). Motion Carried.

III. PUBLIC COMMUNICATIONS – None.

IV. SUBDIVISIONS

1. Briar Hill Subdivision (SUB15-05), 0 Briar Hill Road

The Commission felt it would be best to continue this item at the October 13, 2015 meeting when there would be 5 voting members for this application.

MOTION: To continue this item until the next meeting on October 13, 2015

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

In regards to an inquiry from Fitzgerald, Pritchard stated that he should bring up his questions at the October 13, 2015 Planning Commission meeting.

2. Re-subdivision of Joan C. Oat, MacDonald Court Subdivision, 0 Macdonald Court, Noank (SUB15-05) – Request for 90-day extension for recording plan

Staff explained the applicant's request for a 90-day extension to record the plans. She stated that the open space fee has been paid. The 90-day extension would be until January 10, 2016.

Fitzgerald recused himself from the vote.

MOTION: To approve a 90-day extension, until January 10, 2016, for the recording of "Resubdivision Plan, Joan C. Oat MacDonald Court Subdivision" PIN #260819700132, 0 MacDonald Court.

Motion by Pritchard, seconded by Kane, so voted unanimously (Pritchard, Kane, Munn)

3. Crawford Way Subdivision, 123 Tollgate Road – Request for Bond Release

Staff stated that the applicant is requesting the release of the public improvement bond and the cash reserve, which was put up at the time of the approval of the original subdivision. She stated that the Public Works Director is in agreement with this release.

MOTION: To release the remaining public improvement and cash reserve bonds for the Crawford Way Subdivision.

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

V. SITE PLANS

1. Parking Lot Improvements, 721 Long Hill Road (SIT15-10)

Clinton Brown of DiCesare Bentley Engineers, on behalf of Hendel Family Trust, presented the application to make parking lot improvements with associated landscaping. He noted that same site plan approval was granted in 2010 but has since expired. The owner hopes to expand the parking lot to support retail use in the future. A valid wetlands permit exists. Information was given about the driveway access, the loading area, parking and landscaping. The plan is exactly the same as it was proposed in 2010, which expands parking in the front and on the side. Parking spaces would increase from 33 to 52. Discussion followed about the connector drive to Wendy's and the self-service gas station next door. The driveway and curb cut will stay as is. Details were given about stormwater management.

Staff noted that Public Works wants to move the stop bar to the back of the sidewalk area. Plans were reviewed. She mentioned the benefits of having connections between store fronts.

Inquiries were made about storm water outfall and parking requirements.

MOTION: To approve 721 Long Hill Road Parking Lot Improvements Site Plan, with the following modifications:

1. Technical items raised by staff shall be addressed.

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

2. Truck Accessory Warehouse, 375 Route 12 (SIT15-09)

Seamus Moran of Indigo Land Design and applicant David McNary were present. Moran reviewed maps and the proposal to improve the site, located in the

WRPD zone. The applicant has applied to the State of Connecticut Department of Motor Vehicles for a repairer license in order to repair vehicles. History about the property was given. Existing uses include tire sales/installation, truck accessory sales and truck rentals. He stated that a Certificate of Location was recently approved by the Zoning Commission. Information was given about parking spaces, the intermittent stream, landscaping, lighting, drainage, hazardous waste disposal, easements, and trees. He noted that there is no front landscaped buffer, as it predates zoning but is grandfathered. One existing free standing sign will remain. Several improvements to the property were explained. He stated that the site will be seal coated and up to 29 parking spaces will be restriped. He added that two drums that were recently removed have somewhat reduced the non-conformity of the site. Moran stated that the State would prefer the wider driveway with pervious pavers instead of putting in a raised island.

Staff stated that this site plan is being submitted to make the site consistent with all the existing uses. There will not be an increase in any non-conformity. She noted that along with the granting of the variance in the 1980's to allow rental trucks, the owner was to clean up the site, which is what is being proposed now. The fire marshal has requested information relative to the distance from the tires to the building. Receipts have been submitted showing that tires are disposed of on a regular basis. Groton Utilities supports the plan.

Inquiries were made about the tire storage area and improving the storage height, potential screening of the tires, pavers and asphalt.

**MOTION:** To approve the Truck Accessory Warehouse, 375 Route 12 (SIT15-09) with the following modifications:

1. A note shall be placed on the plan that states "There shall be no sale of vehicles without obtaining additional approvals from the appropriate Town or State agencies and/or commissions, as appropriate".
2. A note shall be placed on the plan that states "Any modification to this plan imposed by another agency's approval shall be reviewed by Town staff or the Commission, whichever is appropriate".
3. Technical items as raised by staff shall be addressed

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

VI. OLD BUSINESS – None.

VII. NEW BUSINESS

1. RFQ for Appraisal Services – Discussion

Staff distributed a handout and asked the members to review the document for an upcoming discussion. She noted that, moving forward, the Planning Commission would approve the appraisers and would have a list of appraisers to choose from. After

reviewing the document, Staff will put together a final draft for further review by the Planning Commission.

2. Report of Commission – None.
3. New Applications
  - a. Office Building Improvements, 9-23 Kings Highway (SIT15-11)

VIII. REPORT OF CHAIRMAN

Pritchard gave a recap of a webinar he listened to regarding aging and housing.

IX. REPORT OF STAFF

Staff distributed the draft Conservation section of the Plan of Conservation and Development and reviewed the process. A public hearing will take place at a future date, after the entire draft document has been reviewed. The potential of holding a workshop will be discussed going forward.

X. ADJOURNMENT

Motion to adjourn at 8:02 was made by Fitzgerald, seconded by Munn, so voted unanimously.

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Jeffrey Pritchard, Secretary  
Planning Commission

Prepared by Robin Silsby  
Office Assistant II