

MINUTES
PLANNING COMMISSION
JANUARY 8, 2008 – 7:00 P.M.
TOWN HALL ANNEX – COMMUNITY ROOM 2

I. ROLL CALL

Regular members present: Munn, Pritchard, Roper, Sherrard, Steinford
Alternate members present: Fitzgerald, Kane
Staff present: Davis, Murphy, Gilot

Chairman Sherrard opened the meeting with roll call at 7:02 p.m.

II. ELECTION OF OFFICERS

MOTION: To elect Sherrard as Chairman of the Planning Commission for 2008.

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

MOTION: To elect Pritchard as Secretary of the Planning Commission for 2008.

Motion made by Sherrard, seconded by Steinford, so voted unanimously.

III. APPROVAL OF THE MINUTES of special meeting of December 18, 2007

MOTION: To approve the minutes of December 18, 2007 as amended.

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

IV. PUBLIC COMMUNICATIONS

Roper said he received a call from a *Day* reporter who asked if there was any development on the Lily Lane bike path, as well as the bike share program in Mystic and a possible bike trail from Preston to Bluff Point.

Fitzgerald updated the Commission on the Flanders Road Utilities Extension Committee. He stated that the first half of the final draft has been sent out.

Staff noted that the Zoning Regulation update for the MX zone amendment was distributed to the Commission members.

Staff said they received a referral from the City of Groton on the update of the City POCD. A public hearing is scheduled for March 18th at 6:00 p.m. The Commission asked for this referral to be added to the January 22nd agenda

for discussion. Staff said the draft document should be on the City of Groton website, and one review copy is available at the Town Clerk's office.

V. SUBDIVISIONS

1. Leonard Drive Resubdivision, 245-250 Leonard Drive (CAM) – set public hearing date

A public hearing date of February 12, 2008 was set for the Leonard Drive Resubdivision, 245-250 Leonard Drive.

VI. OLD BUSINESS

1. Town of Ledyard Zoning Commission referral for January 10, 2008 public hearing

Staff said the applicant withdrew this application.

The Commissioners were in favor of the comments made by staff regarding this referral, and agreed to send these comments to Town of Ledyard and COG so that they may be considered if the application is resubmitted.

MOTION: To send the comments compiled by staff regarding the Ledyard Zoning Commission referral to the Town of Ledyard Planning Department and the COG.

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

VII. NEW BUSINESS

1. Report of Commission

Roper showed to staff a flyer from the Sierra Club regarding the Sierra Club's "Cool Cities" program for energy conservation.

Steinford noted the article in *The Day* regarding the successful return of the use of roundabouts for traffic flow in New York State.

Roper said there will be a meeting of the Mystic Community Bikes (bike share program) on Friday, January 11, 2008 at 1:00 p.m. at the Mystic Chamber of Commerce.

XIII. REPORT OF CHAIRMAN

Chairman Sherrard said that he received an invitation from the Town of Groton Public Works Department to the dedication of the new elementary schools. The ceremony for the Kolnaski School will be held on Saturday, January 26th at 9:00 am, and the ceremony for the Northeast School will be held on Saturday, February 2nd at 9:00 am. The snow date for both is February 9th.

IX. REPORT OF STAFF

Staff asked the Commission members if they could be available on Tuesday, January 29th at 6:00 p.m. for a special meeting to review the CIP. Staff hopes to deliver the CIP documents to the Commission members at the Planning Commission meeting on January 22nd.

Staff said they are asking members of all agencies to review their agency's by-laws. The Commission asked staff to add this to the agenda for the January 22nd meeting and to include the Planning Commission by-laws in the next agenda packet.

Staff said they would provide the Commission with some information on the City of Groton POCD for the next meeting.

Staff said there have been logistical issues with some agencies' members reviewing files at the front counter. If in litigation, those files cannot be removed from the front counter, so staff is asking all Commission members not to stay at the front counter for more than an hour or so because it can conflict with the general public. If the documents and the record have been codified, the member can take the documents to the conference room away from the front counter. He asked that members call before coming to the Annex so staff can arrange to assist them.

Staff updated the Commission on the contract with Kendig Keast Collaborative.

Staff said the Flanders Road Utilities Extension Committee draft report is being completed, and the other half will be ready for the January 17th meeting.

Staff said that yesterday he chaired the interview panel selecting a consultant for the Drinking Water Quality Management Plan (DWQMP). The plan is to provide source water protection plan for reservoirs in Groton, Ledyard, and potential groundwater sources in Preston. The plan will include protection from development and the economics of enforcement.

Fitzgerald asked staff how the Zoning Commission's decision on the Mystic Woods project, which is in litigation, will affect the Planning commission and the Flanders Road utilities development. Staff said the litigation will not affect the site plan, and discussed the possible effect the litigation may have on the funding opportunities for the Flanders road utilities project. Staff said the site plan application may be submitted within the next month or so.

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X. ADJOURNMENT

Motion to adjourn at 7:45 p.m. made by Roper, seconded by Pritchard, so voted unanimously.

Jeffrey Pritchard, Secretary
Planning Commission

Prepared by Debra Gilot, Office Assistant II