

MINUTES  
PLANNING COMMISSION  
MAY 13, 2008 – 7:00 P.M.  
TOWN HALL ANNEX – COMMUNITY ROOM 2

I. ROLL CALL

Regular members present: Munn, Pritchard  
Alternate members present: Fitzgerald, Kane  
Staff present: Davis, Glemboski, Murphy, Gilot

Acting Chairman Pritchard opened the meeting with roll call at 7:03 p.m. and seated Kane for Sherrard and Fitzgerald for Roper, and appointed Munn as Acting Secretary.

II. APPROVAL OF THE MINUTES OF meeting of April 22, 2008

MOTION: To approve the minutes of April 22, 2008 as amended.

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

III. PUBLIC COMMUNICATIONS - None

IV. SITE PLANS

1. Boulder Heights/Carriage Park, Colver Avenue – Request for extension for start of construction

MOTION: To grant a ninety day extension for start of construction to Boulder Heights/Carriage Park, Colver Avenue.

The Commission noted that they would like the applicant's agent present for any future request for extension.

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

2. Groton Village Condominiums, 10 Fort Hill Road – Request for extension for start of construction

MOTION: To grant a one year extension for start of construction to Groton Village Condominiums, 10 Fort Hill Road, to May 22, 2009.

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

3. Groton Shopping Plaza Planter, 740 Long Hill Road

Jerry Olson, owner of Groton Shopping Plaza, presented his request to remove a planter area and return it to parking spaces. The planter is directly in front of the Grapevine liquor store, at the secondary entrance. This space was originally parking, then converted to an outdoor eating area. The applicant would like to return that space to parking. The traffic flow and the location at the head of the secondary entry to the shopping center were described.

Staff explained the current conditions and parking spaces, and the difficulty with the potential for the traffic flow backing up onto Route 1 as cars are backing out of the new spaces. Staff observed the entrance during a normal weekday afternoon and noted that the entrance did not get a lot of use. The history of the outdoor seating area / parking spaces was explained. The design, with existing stop signs at the entrance, the potential for backup onto Route 1 and the Citizen's Bank connection were discussed. The queue can stack up to four vehicles.

**MOTION:** To approve a Site Plan Modification (SIT08-07) for Groton Shopping Plaza Planter, 740 Long Hill Road, with the following modifications:

1. Show handicapped ramp for the new parking space on the plan.
2. All staff technical items shall be addressed.

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

4. Town of Groton Animal Shelter, 134 Groton Long Point Road

Greg Hanover, Town Engineer, Town of Groton Public Works, presented the application for a new animal shelter as approved by a Town referendum in November, 2007. Mr. Hanover detailed the existing site, including the sand and salt sheds, which will be demolished when the new salt shed is built, and the police impound lot. Mr. Hanover explained the new shelter layout, parking, drainage and utilities, including a rain garden for the roof water. The building will be fully sprinklered. Signage and landscaping were described. The proximity of the police impound lot to the shelter was discussed. Storage containers and trailers currently on the site will be consolidated on a crushed stone base. The impound lot will be on gravel, as it is now. The applicants hope to pave the area in the future when funding may be available. The spill prevention plan and draining of vehicles was explained. Mr. Hanover said all wrecked vehicles will be drained of all fluid before being placed in the impound lot. No lighting is proposed at the impound yard. The plan will provide fourteen additional parking spaces for the police.

Staff reviewed the shelter and the impound lot. The long term storage of damaged vehicles and leaking fluids were discussed. The existing stone wall and landscaping were detailed by staff. The Public Works Department will preserve as much of the stone wall as possible and re-use the wall materials on-site. Staff explained that the police will be in charge of fluids in the impound lot. Cleanup of the existing impound lot was discussed. Staff said there will be no internal site sidewalk.

**MOTION:** To approve a site plan for Town of Groton Animal Shelter and Impound Yard, 134 Groton Long Point Road, with the following modifications:

1. The Town's Stormwater Pollution Prevention Plan (March 31, 2004, prepared by CDM) shall be updated to

include items as listed in the Memo dated May 13, 2008, from Greg A. Hanover, P.E., Supervisor of Technical Services.

2. All staff technical items shall be addressed.

The Planning Commission finds that the proposed additional 14 space police parking lot will not be used by the general public and the proposed gravel surface meets the intent of Section 7.2-13 of the Zoning Regulations.

The Planning Commission finds that the proposed animal shelter will not be a significant pedestrian destination and that a new sidewalk will not be required from the frontage sidewalk to the new animal shelter building in accordance with Section 7.5-4 of the Zoning Regulations.

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

5. Groton Ambulance Garage, 217 Newtown Rd.

Staff explained that per discussions with the Town Manager, the plan will be revised. Staff suggested tabling until the next meeting.

**MOTION:** To table the Groton Ambulance Garage to the next regular meeting on May 27, 2008.

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

## V. OLD BUSINESS

1. Review of Planning Commission By-laws

The Commission briefly discussed the need for a clarification of Article II, Section 3, and “ex-officio” members. Staff will insert the Commission’s comments to the existing document. The Commission tabled further discussion until the next meeting, when all members will be present.

## VI. NEW BUSINESS

1. Report of Commission - None
2. Zoning Commission referrals for May 21, 2008 and June 4, 2008 public hearings

Special Permit #304, 7 Gravel Street (GRVL LLC, Applicant)

Staff explained the referral. The Commission had no comment.

Special Permit #303, 250 Leonard Drive (Terra Firma Enterprises LLC, Applicant)

Staff explained the referral. The Commission had no comment.

3. Zoning Board of Appeals referral for May 14, 2008 public hearing

ZBA#08-05 – 36 Brookside Lane, William Lindelow/Owner

Staff explained the referral. The Commission had the following comment:

“The Commission is concerned with the 8 foot front yard setback, and the proposed structure’s location is not consistent with the character of the neighborhood.”

4. Town of Ledyard referral for June 12, 2008 public hearing

Staff explained the referral. The Commission had no comment, but wanted clarification on the type of permit and timing of notice.

5. Town Council referral of Gravel Street Pump Station proposed lease under CGS 8-24

Staff distributed a copy of the proposed lease to the Commission members. Staff said they met today with the Rod Desmarais, and a new site plan application will be submitted in the next few weeks. The language of the lease was reviewed by staff. The Commission members want the lease to be contingent upon the approval of the site plan.

**MOTION:** To send a favorable report to the Town Council regarding the Gravel Street Pump Station lease subject to the following:

- 1) A new site plan and coastal site plan approval is required by the Planning Commission since the 2007 approval has expired.
- 2) The approved plans should be duly recorded in the Land Records of the Town in accordance with the zoning regulations prior to execution of the lease by the Town.

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

6. Town Council referral of realignment of the intersection of Godfrey and Packer Roads under CGS 8-24

Staff explained the referral and the proposed changes to the intersection.

**MOTION:** To send a favorable report to the Town Council regarding the transfer of the land required for the realignment of the intersection of Godfrey and Packer Roads. The Commission recommends that, to the extent appropriate and practical, the Public Works Department work with OPDS to provide some street trees to mitigate the loss of trees being removed.

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

VII. REPORT OF CHAIRMAN - None

VIII. REPORT OF STAFF

Staff said the Avalonia Land Trust newsletter was received.

Staff updated the Commission on the Great Brook Golf site sidewalk. A sidewalk agreement was tied to the development of phase two, but phase two as originally anticipated no longer exists. Staff feels the Commission is not in a position now to enforce the agreement.

The Commission discussed their procedures regarding sidewalk agreements.

Staff said that Haley Brook Plaza would like to have their performance bond released. A conditional C.O. was issued in January 2007. Staff reviewed the files, floor plans and parking calculations for the Dunkin' Donuts and the approved location and amount of seating. Staff recommends that the applicants submit an Administrative Site Plan application to relocate the seating. It was the consensus of the Planning Commission to have this handled administratively. The original plan did calculate parking for the Dunkin Donuts based on a seating area for the building, and the parking calculations support that.

Staff asked any of the Commission members interested in attending the Land Use Academy at Avery Point to please call the Planning Department.

Staff said the new Central Hall site plan application should be submitted in June.

In response to Commissioner Pritchard, staff said the receipt date for the Fitch High School Modification application was April 22, 2008, and the last meeting date to consider the tabled item would be the last meeting in June. If the applicant is not ready by that meeting, staff will ask them to withdraw the option. Staff will update the Commission about the status.

Staff distributed a memo presented by Lane Kendig at the APA convention in Las Vegas. It addressed planning for climate change by the year 2100.

Staff said the kickoff meeting on Wednesday for the land use regulation update was well attended. The consultants were in Groton until Friday, holding meetings with various stakeholder groups. The kickoff meeting with the consultants was recorded and is being televised on GMTV.

The Day's editorial of May 9, 2008, in support of the land use regulation update framework, was distributed.

Staff said that member(s) of the Groton Open Space Association (GOSA) attended other stakeholder meetings. Staff fielded complaints from other parties that were not able to participate effectively because of their respective participation at these stakeholder meetings.

Staff said the budget for next year was adopted and the CIP items survived potential rescinding (Flanders Road utility extension project).

Staff explained the state's proposed signalization and realignment of the I-95 Allyn Street exit ramp.

IX. ADJOURNMENT

Motion to adjourn at 10:05 p.m. made by Munn, seconded by Kane, so voted unanimously.

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Raymond Munn, Acting Secretary  
Planning Commission

Prepared by Debra Gilot, Office Assistant II