

MINUTES
PLANNING COMMISSION
SEPTEMBER 12, 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: Steinford, Pritchard, Kane, Zod, Munn
Alternate members present:
Members absent: Tarbox
Staff present: Jones, Allen, Hovland, Gilot

II. APPROVAL OF MINUTES

1. August 8, 2017

MOTION: To adopt the minutes of August 8, 2017, as amended.

Motion made by Kane, seconded by Zod, so voted 4-0-1 (Munn abstained)

III. PUBLIC COMMUNICATIONS - None

IV. SUBDIVISIONS

1. Oat Subdivision, Elm Street South – Request for Release of Bond

Staff reviewed the location of the three-lot subdivision. The subdivision was approved in 2003 and the bond was reduced to 10% in 2005. The improvements have been completed and Public Works authorized the release of the bond.

MOTION: To release the \$1,895.00 public improvement bond for the Oat Subdivision, Elm Street South.

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

V. SITE PLANS

1. Parking Lot Improvements, 721 Long Hill Road (SIT15-10)– Request to Extend Start of Construction

Staff explained the location of the furniture business on Long Hill Road, owned by Hendel's. The plan was originally approved in September 2015. They were granted a one year start of construction extension in 2016 and they are requesting another year.

MOTION: To grant an extension for start of construction for the parking lot improvements at 721 Long Hill Road (SIT15-10) to September 22, 2018.

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

VI. OLD BUSINESS – None

VII. NEW BUSINESS

1. Zoning Board of Appeals Referrals for a Public Hearings on September 27, 2017
 - a. ZBA#17-10 – Wronowski Residence, 2 Clift Street, Mystic

Staff presented an overview of this variance application for the Commission explaining that this is a residential property in the historic district of Mystic. The proposal is to add a second story onto an existing garage. It is located on a corner lot with two side yard set backs required. The Commission had no comment.

- b. ZBA#17-11 – Pate Residence, 27 High Street, Mystic

Staff presented an overview of this variance application to widen the porch on a residential structure in downtown Mystic. The porch will not encroach any further into the setback. The Commission had no comment.

2. Mystic Parking Inventory

Staff presented an inventory of parking spaces available to visitors in downtown Mystic, on both the Groton and Stonington sides, based on field observations. Charts and a map were distributed to the commissioners. The inventory was broken down into three categories of on-street parking and five categories of off-street parking. Staff expressed that the goal is to deal with parking in a way that is functional, but not limiting to businesses.

The Commission and staff discussed availability of institutional parking and parking availability based on season, time of day, and scheduled events. The traffic, pedestrian traffic, and bridge schedule were also discussed.

Kane mentioned utilizing bike rentals and bike stations as alternative ways to travel around downtown Mystic and lower vehicle traffic.

3. Report of Commission

Steinfeld noted the Watrous property on Drozyk Drive is for sale. He would like the town to consider purchasing that parcel to be used as a public park for that area.

4. New Applications – None

VIII. REPORT OF CHAIRMAN

Chairman Pritchard stated that he signed off on site plans for Ju Sushi and Central Hall since the last meeting.

Staff provided an update to the Commission on the status of the elimination of the Zoning Commission and the creation of a joint Planning and Zoning Commission. The Committee of the Whole voted to eliminate the Zoning Commission by January 1, 2019. The Town Council has not yet finalized the decision. Staff said that the Zoning Commission would like representatives of the Planning Commission to attend those Zoning Commission meetings when the regulation update would be discussed. Staff agreed to send the Zoning Commission agenda packets to the Planning Commission when the regulations are on the agenda.

REPORT OF STAFF

Staff advised about the new agenda software and that the agendas and agenda packets will be in a different style. They also will no longer be emailed, but directions will be sent to the Commission to visit the town website to download the files.

Kara Hovland was introduced as the department's new Office Assistant II. She will provide administrative support to the Commission.

IX. ADJOURNMENT

Motion to adjourn at 7:40 pm was made by Zod, seconded by Munn, so voted unanimously.

Hal Zod, Vice Chair/Secretary
Planning Commission

Prepared by Kara Hovland
Office Assistant II