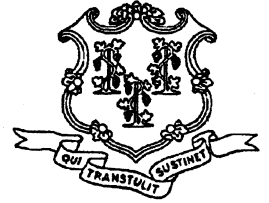




# Town of Griswold

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**GRISWOLD PLANNING & ZONING COMMISSION  
REGULAR MEETING MINUTES  
FEBRUARY 12, 2018  
GRISWOLD TOWN HALL – FIRST FLOOR MEETING ROOM**

**SALUTE TO THE FLAG**

Chairman M. McKinney asked all present to stand for the Pledge of Allegiance to Our Flag.

**I. PUBLIC HEARING (6:30 P.M.)**

**1. Call to Order**

Chairman M. McKinney called the Public Hearing to order at 6:30 P.M.

**2. Roll Call**

**Present:** Martin McKinney, Chairman, Courtland Kinnie, Vice Chairman, Charlotte Geer, James Krueger, Alternate Frank Imperato, Alternate Peter W. Zvingilas, Town Planner Mario Tristany, Secretary to Town Planner Kate Lacasse and Recording Secretary Jaimee O'Neill-Eaton

**Absent:** Erik Kudlis, and Alternate John Michels  
2 interested people

**3. Determination of Quorum**

Chairman M. McKinney appointed Alternate P. Zvingilas to sit for E. Kudlis. It was determined that a quorum of the Commission was seated.

**4. Matters Presented for Consideration**

**A. Jewett City, LLC – Zoning Text Amendment 03-17** Borough Zoning Regulations to add new section 9.8.3 “Density Exception for the addition of Fair Housing Act compliant accessible dwelling units including new sub-sections 9.8.3.1 thru 9.8.3.8

- Damian Sorrentino, AICP, C.S.S of Boundaries, LLC, was present to represent the applicant. Mr. Sorrentino stated that a regulation amendment was submitted to the Commission back in November. Since then, he met with Town Attorney, Mark Branse to review the proposed amendment. Attorney Branse recommended some changes, which D. Sorrentino explained to the Commission. D. Sorrentino asked the Commission for a continuance in order to make the necessary amendments.
- M. Tristany stated that D. Sorrentino should have a conceptual plan to show how many units can go in the existing foundation, and parking needs to be configured.

- D. Sorrentino stated that when he comes before the Commission next time he will have the revised amendment, and a conceptual plan.
- C. Geer expressed concern over the effects low income housing has on the community.
- Vice Chair C. Kinnie stated D. Sorrentino should be prepared to provide a convincing argument on the benefits to the community.
- **MOTION:** C. Geer made a motion, which was seconded by J. Krueger, to continue the Public Hearing on the matter of the Zoning Text Amendment 03-17 to the next regular meeting on March 12, 2018 at 6:30 P.M. in the Main Meeting Room at Griswold Town Hall. The motion passed unanimously.

## II. REGULAR MEETING (7:09 P.M.)

### 1. Roll Call

**Present:** Martin McKinney, Chairman, Courtland Kinnie, Vice Chairman, Charlotte Geer, James Krueger, Alternate Frank Imperato, Alternate Peter W. Zvingilas, Town Planner Mario Tristany, Secretary to Town Planner Kate Lacasse and Recording Secretary Jaimee O'Neill-Eaton

**Absent:** Erik Kudlis, and Alternate John Michels  
2 interested people

### 2. Determination of Quorum

Chairman M. McKinney appointed Alternate P. Zvingilas to sit for E. Kudlis. It was determined that a quorum of the Commission was seated.

### 3. Approval of Minutes

#### A. **Approval of the minutes of the Regular Meeting of January 8, 2018**

Chairman McKinney asked if there were any corrections and/or omissions

- **MOTION:** C. Geer made a motion, which was seconded by C. Kinnie, to accept the minutes of the January 8, 2018 Regular Meeting. The motion passed unanimously, with J. Krueger abstaining.

### 4. Correspondence

#### A. **Planning and Zoning Commission By-Laws** Chapter 232 of the Griswold Code of Ordinances. For Commission review and updating.

- M. Tristany recommended taking a half hour at the end of the meeting to discuss items 4A – 4E, or however many the Commission can get through.

#### B. **Sample Zoning Text** regarding Agriculture, Animal, and Alcoholic Beverage Production.

#### C. Document dated January 15, 2015 to All Boards and Commissions from the Griswold Town Clerk concerning Meeting Minutes.

#### D. Mark Branse proposed revisions to **Section 4.2.5 concerning Farming.**

E. Matt Willis proposed **Accessory Building Amendment**.

F. **CT Federation of P&Z Agencies** – Quarterly Newsletter

- Distributed to Commission members in their packets.
- C. Kinnie stated that item #4 – Approval of Minutes, should be corrected from Vice Chair McKinney to read Vice Chair Kinnie.

5. **Matters Presented for Consideration**

A. **Jewett City, LLC – Zoning Text Amendment 03-17** Borough Zoning Regulations to add new section 9.8.3 “Density Exception for the addition of Fair Housing Act compliant accessible dwelling units including new sub-sections 9.8.3.1 thru 9.8.3.8

- **MOTION:** C. Kinnie made a motion, which was seconded by C. Geer, to continue the Public Hearing on the matter of the Zoning Text Amendment 03-17 to the next regular meeting on March 12, 2018 at 6:30 P.M. in the Main Meeting Room at Griswold Town hall. The motion passed unanimously.

6. **Old Business**

A. **Planning and Zoning Commission By-Laws** Chapter 232 of the Griswold Code of Ordinances. For Commission review and updating. *To be discussed at the end of the meeting.*

B. **Sample Zoning Text** regarding Agriculture, Animal, and Alcoholic Beverage Production. *To be discussed at the end of the meeting.*

C. Document dated January 15, 2015 to All Boards and Commissions from the Griswold Town Clerk concerning Meeting Minutes. *To be discussed at the end of the meeting.*

D. Mark Branse proposed revisions to **Section 4.2.5 concerning Farming**. *To be discussed at the end of the meeting.*

E. Matt Willis proposed **Accessory Building Amendment**. *To be discussed at the end of the meeting.*

7. **Report from the Zoning Enforcement Officer**

None

8. **Any other business that may properly come before the Commission**

- **MOTION:** J. Krueger made a motion, which was seconded by C. Geer, to place onto the agenda United Community and Family Services (UCFS) Site Plan Modification. The motion passed unanimously.

A. **United Community and Family Services (UCFS) Site Plan Modification.**

- John Faulise of Boundaries, LLC presented on behalf of United Community & Family Services. Mr. Faulise stated that UCFS is requesting a Site Plan Modification for two reasons.

- UCFS wishes to make a small modification to change from (1) 2000 gallon underground propane tank to (2) 1000 gallon above ground tanks. This change is due to the natural gas line being installed in town. It will give UCFS the ability to tie directly into it; once it is available the above ground tanks will go away. Landscaping will be added around the tanks to soften the streetscape.
- The second reason for the Site Plan Modification is due to the discovery of approximately 6000 yards of unsuitable soil. The only option for the soil is to find a place on site to use it or pay to haul it to a certified site. To keep cost down, UCFS is proposing a combination of both options. They will lift the landscaping approximately 4 feet along Mary Street and the rear residential areas, which will use approximately 1/3 of the excess material.
- C. Kinnie asked if it could be used on the site across the street that Green Earth Triangle owns. M. Tristany stated that UCFS has reached out to them, but the cost is quite high. M. Tristany will also try teaching out to them, as well as contact DEEP to see if there are any Brownfield Funds available to help offset the cost.
- **MOTION:** C. Kinnie made a motion, which was seconded by C. Geer, to make a Site Plan Modification to allow two above ground propane tanks, with proper landscaping buffer and bollards in place, for a period of 5 years after which it will need to revert back to the original plan or tie in to the natural gas line. The motion passed unanimously.
- **MOTION:** C. Kinnie made a motion, which was seconded by C. Geer, to approve a second Site Plan Modification as presented with one exception: that the front corner towards Route 201, where the 10 foot crop is, will be reduced to 4 feet from the edge of the parking lot to the crest of the berm, with the understanding that these modifications will only take place if there is not an agreement reached to remove excess material from site and that the Commission will see a modified landscape plan to accommodate this change should it go forward. The motion passed unanimously.
- **MOTION:** P. Zvingilas made a motion, which was seconded by C. Geer, to place onto the agenda Proposed Amendment to Section 5.2.6 of the Griswold Subdivision Regulations. The motion passed unanimously.

#### **B. Proposed Amendment to Section 5.2.6 of the Griswold Subdivision Regulations**

- Demian Sorrentino of Boundaries, LLC was present to discuss the requested text amendment. He is requesting R-40, be added to section 5.2.6. Discussion followed.
- **MOTION:** P. Zvingilas made a motion, which was seconded by C. Geer, to table the matter of the Proposed Amendment to Section 5.2.6 of the Griswold Subdivision Regulations to Public Hearing on March 12, 2018 at 6:15 P.M. in the Main Meeting Room at Griswold Town Hall. The motion passed unanimously.

#### **9. Old Business**

The Commission agreed they would review some of the items under agenda item 6 – Old Business

- **A. Planning and Zoning Commission By-Laws (Item 6A)** Chapter 232 of the Griswold Code of Ordinances. For Commission review and updating.

- The Commission reviewed the By-Laws. The only change would be under § 232-4, Item A (1) – Change meeting time from 8:00 P.M. to 7:00 P.M. This item needs to be placed on the agenda for approval at the March 12, 2018 meeting.

**B. Matt Willis proposed Accessory Building Amendment (Item 6E)**

- The Commission reviewed Attorney Willis’s proposed amendments to § 4.2.4 and felt that it should state if the proposed structure exceeds the square footage and height of the existing home, the applicant will need to come before the Commission for a plan review. M. Tristany was instructed to make the recommended changes.

**C. Sample Zoning Text** regarding Agriculture, Animal, and Alcoholic Beverage Production. **(Item 6B)**

- The Commission reviewed the sample text and instructed M. Tristany to make the definitions more applicable to the Town of Griswold.

**D. Mark Branse proposed revisions to Section 4.2.5 concerning Farming. (Item 6D)**

- M. Tristany outlined Attorney Branse’s proposed revisions. The Committee instructed M. Tristany to clean up the definitions and take out anything not applicable and make relevant to the Town of Griswold.
- M, Tristany introduced Katharine Lacasse, the new Assistant to the Town Planner & Land Use Commissions.
- M. Tristany handed a letter from Zoning Enforcement Officer Peter Zvingilas out to Commission members. Peter W. Zvingilas recused himself from discussion.
- **MOTION:** J. Kruger made a motion, which was seconded by C. Geer, to add the letter from Peter Zvingilas to the agenda for discussion and possible action. The motion passed unanimously with Peter W. Zvingilas recusing himself.
- **MOTION:** Courtland Kinnie made a motion, which was seconded by C. Geer, to appoint Mario Tristany as Temporary Zoning Enforcement Officer for a term of 90 days. The motion passed unanimously with Peter W. Zvingilas recusing himself.

**10. Adjournment**

Chairman McKinney asked for a motion to adjourn tonight’s meeting.

- J. Kruger made a motion, which was seconded by C. Geer to adjourn the meeting. Motion passed unanimously. Meeting adjourned at 8:32 P.M.

Respectfully Submitted,  
Jaimee O’Neill-Eaton  
Interim Recording Secretary