

**GRISWOLD PLANNING & ZONING COMMISSION
PUBLIC HEARING & REGULAR MEETING
MINUTES**

JUNE 11, 2007

GRISWOLD TOWN HALL

I. PUBLIC HEARING (7:20 P.M.)

1. Call to order:

Chairperson Gail Rooke-Norman called this public hearing of Griswold Planning & Zoning Commission to order at 7:20 p.m.

2. Roll Call:

Present: Chairperson Gail Rooke-Norman, Vice Chair Philip Anthony, Member Daniel DeGuire, Alternates Courtland Kinnie, John Taylor, ZEO Peter Zvingilas, Town Planner Carl Fontneau, Recording Secretary Donna Szall

Absent: Secretary John Schumaker, Member Martin McKinney

3. Determination of Quorum:

G. Rooke-Norman appointed J. Taylor to sit for M. McKinney, regular member and C. Kinnie to sit for J. Schumaker, regular member. There is a quorum for this public hearing.

4. Matter Presented for Public Comment

A. Plan of Conservation and Development for Enactment. This planning document reviews land use trends, sets goals with implementation steps and time frames to guide future development and conservation. This planning document includes comments received in prior public hearings in January through March.

G. Rooke-Norman stated that this public hearing is in regard to the Plan of Conservation and Development. She stated that because the notice was published 9 days rather than the required 10 days, we cannot take testimony from the public today. G. Rooke-Norman stated that any one with questions on the Plan of Conservation and Development can make their comments on June 25, 2007 in person or in writing. She asked C. Fontneau to make a presentation of the audience who is here for this public hearing.

C. Fontneau made a presentation of the Plan of Conservation stating that public hearings were held in January and in March and comments were taken from the public. He stated that those comments have been incorporated into the Plan of Conservation and Development.

C. Fontneau went through the goals of the Plan of Conservation and Development changes.

G. Rooke-Norman stated to let the record show that John Schumaker, regular member arrived at 7:29 p.m. and will be voting on all matters.

C. Fontneau continued explaining the list of changes in Sections 5 and 6 for those present in the audience.

G. Rooke-Norman stated that we can take comments and testimony on June 25, 2007 and asked for a motion to continue the public hearing.

P. Anthony made a motion to continue this public hearing to June 25, 2007 at 7:45 p.m. in the Town Hall Meeting Room. D. DeGuire seconded the motion. G. Rooke-Norman asked for a vote. All were in favor. The ayes carried.

G. Rooke-Norman asked the price of the book. C. Fontneau stated that he did not have that information and he suggested that the information can be put on a CD. There was discussion of this matter.

II. PUBLIC HEARING (7:55 P.M.)

1. Call to Order

Chairperson Gail Rooke-Norman called this public hearing of Griswold Planning & Zoning Commission to order at 7:55 p.m.

2. Roll Call

Present: Chairperson Gail Rooke-Norman, Vice Chair Philip Anthony, Secretary John Schumaker, Members Daniel DeGuire, Alternates Courtland Kinnie, John Taylor, ZEO Peter Zvingilas, Town Planner Carl Fontneau, Recording Secretary Donna Szall

Absent: Member Martin McKinney

3. Determination of Quorum

G. Rooke-Norman appointed J. Taylor to sit for M. McKinney, regular member. There is a quorum for this public hearing.

4. Matter Presented for Public Comment

A. SUB 07-07 Trinity Development Group, LLC, 146 Stone Hill Road, Griswold, CT. Property Location: 142 Stone Hill Road. Applicants request approval of a 14-lot subdivision consisting of 23.15 acres with 1155 ft. of new public roadway. The subject property is in the R-40 zoning district.

G. Rooke-Norman explained that because of the jurisdictional defect in the notice requirements in advance of 9 days rather than the required 10 days, we cannot take public comment nor can the Commission ask any questions or observations or take any kind of submissions by the party. She stated that as a courtesy, the applicant is willing to make a presentation to those people who are here. She stated that the exact presentation will be made on June 25, 2007 and that this is for informational purposes only and any testimony or submissions will be made here or writing on January 25, 2007.

G. Rooke-Norman asked if there was anyone here to represent the applicant. Pat Lafayette, Development Solutions. He asked if he could ask if anyone in the audience was interested in hearing this presentation because there will be much more detail on June 25. There was discussion of matter.

P. Lafayette made his presentation to the audience explaining that this was a revision of a previously submitted application of a 17-lot subdivision which is now a 14-lot subdivision. He explained which lots were deleted from the plan as well as the addition of a 50 foot right-of-way for a future road for future development of an abutting parcel. He explained the changes to the drainage and to the septic systems to be in compliance with the new Health codes, and the reconfiguration of the lots at the end of the cul-de-sac.

G. Rooke-Norman explained that all materials for the public hearings can be viewed in the Town Planners office Monday through Wednesday 8:30 to 4:00 p.m., Thursday until 6:30 p.m. and Friday until 1:30 p.m.

G. Rooke-Norman asked for a motion.

P. Anthony made a motion to continue this public hearing to June 25, 2007 at 7:15 p.m. in the Town Hall Meeting Room for SUB 06-07, Trinity Development Group. D. DeGuire seconded the motion. G. Rooke-Norman asked for a vote. All were in favor. The ayes carried.

III. REGULAR MEETING (8:00 P.M.)

1. Call to order:

Chairperson Gail Rooke-Norman called this regular meeting of Griswold Planning & Zoning Commission to order at 8:06 p.m.

2. Roll Call:

Present: Chairperson Gail Rooke-Norman, Vice Chair Philip Anthony, Secretary John Schumaker, Members Daniel DeGuire, Alternates Courtland Kinnie, John Taylor, ZEO Peter Zvingilas, Town Planner Carl Fontneau, Recording Secretary Donna Szall

Absent: Member Martin McKinney

3. Determination of Quorum:

G. Rooke-Norman appointed C. Kinnie to sit for M. McKinney, regular member. There is a quorum for this regular meeting.

4. Approval of Minutes:

- A. Approval of Minutes of Public Hearing of April 23, 2007.
- B. Approval of Minutes of Regular Meeting of April 23, 2007.
- C. Approval of Minutes of Public Hearing of May 14, 2007.
- D. Approval of Minutes of Regular Meeting of May 14, 2007.

G. Rooke-Norman asked for approval of the minutes. J. Schumaker made a motion to approve the minutes as presented for Items A-D. P. Anthony seconded the motion. G. Rooke-Norman asked for a vote. All were in favor. The ayes carried.

5. Correspondence and Attachments:

- A. Letter received on April 25, 2007 from Mark K. Branse, Branse, Willis & Knapp, LLC regarding the case of Timber Trails Associated, etc. al. vs. Planning & Zoning Commission of the Town of Sherman, 99 Conn. App. 768 (2007)
- B. Letter dated May 10, 2007 from David L. Smith, LLC to Legal Traffic Authorities regarding the Angel Ride 2007, May 26 and 27.
- C. Letter dated May 10, 2007 from Louis E. Steinbrecher, Secretary, North Stonington Planning & Zoning to Carl Fontneau regarding for an application filed by Milltown Commons, LLC for a Regulation Change.
- D. Letter dated May 10, 2007 from Louis E. Steinbrecher, Secretary, North Stonington Planning & Zoning to Ellen DuPont, Town Clerk regarding for an application filed by Milltown Commons, LLC for a Regulation Text Amendment.
- E. Memorandum to Regional Planning Commission, Planning, Zoning, and Planning & Zoning Commission Chairmen from Richard C. Serra, Senior Planner regarding Regional Plan of Conservation & Development Update, 2007.

G. Rooke-Norman asked C. Fontneau about the Town's plan of conservation compares with the regional plan of conservation. C. Fontneau stated that the regional plan was reviewed and the regional plan will hold its own public hearings. There was discussion of this matter.

- F. Letter dated May 17, 2007 from Donna Szall for Gail Rooke-Norman to the Griswold Board of Selectmen recommending the appointment of Barbara Lukens as an alternate to the Planning and Zoning Commission.

D. Szall stated that the Board of Selectmen have acted on the planning & zonings recommendation and have appointed Barbara Lukens, who is here this evening but has only received her letter. There was discussion of this matter including conflicting conservation areas.

- G. Letter dated May 18, 2007 from Carl Fontneau to Gail Whitney regarding her request for a bond reduction in the amount from \$186,622 to six (6) percent \$11.197 as a letter of credit for SUB 10-05, 822 Voluntown Road, LLC, Pachaug Commons.

G. Rooke-Norman asked if this item in on the agenda. C. Fontneau stated no.

H. Letter dated May 21, 1007 from Carl Fontneau to Anne Hatfield, First Selectwoman regarding a request for consideration of Barbara Lukens as Alternate Member of the PZC.

I. E-mail dated May 21, 2007 from Jean Pillo to Carl Fontneau regarding low-impact development workshop.

C. Fontneau stated that the Commission can sponsor a workshop. There was discussion of this matter.

J. Letter dated May 23, 2007 from Carl Fontneau to Gail Rooke-Norman regarding support of draft regulations to reduce front property set back requirements in the Business Park District.

K. Letter dated May 24, 2007 from Carl Fontneau to Anne Hatfield, First Selectwoman and Ellen Dupont, Town Clerk regarding his appointment by Griswold Planning and Zoning to serve as deputy zoning enforcement officer.

G. Rooke-Norman asked if this had been completed. C. Fontneau stated yes.

L. Letter dated May 25, 2007 from Harvey L. Rogoff to Chairwoman Gail Rooke-Norman regarding complaints of the golf driving range adjacent to his property.

G. Rooke-Norman asked if this was on the agenda. P. Zvingilas stated that it is under his zoning reports.

M. Memo from Donna Szall to the Planning and Zoning Commission regarding increased postal rates affect on agenda mailings.

N. Connecticut Federation of Planning and Zoning Agencies Quarterly Newsletter, Spring 2007, Volume XI, Issue 2.

O. Avalonia Trails Newsletter, Spring 2007

6. Matters Presented for Consideration:

A. ZC 01-07 Rogoff, Harvey, Suite 400, 131 Jericho Tpke, Jericho NY. Applicant requests approval of a text amendment to add an exception to Section 2.2.6.13.1 to allow for storage of recreational vehicles and watercraft as an accessory use to a self-storage facility and to add a definition of self-storage facility as Section 21.27.

C. Fontneau stated that the letter for withdrawal was received and is in the file.

B. Enactment of the Plan of Conservation and Development. This planning document reviews land use trends, sets goals with suggested implementation steps and time frames, and guides development and conservation for coming years

G. Rooke-Norman asked for a motion to table. P. Anthony made a motion to table this matter to June 25, 2007 at 7:45 p.m. D. DeGuire seconded the motion. G. Rooke-Norman asked for a vote. All were in favor. The ayes carried.

C. SUB 06-07 Lindell, Richard J. & Jean D., 709 Voluntown Road, Jewett City, CT.
Applicant requests approval of a 2-lot subdivision consisting of 5.1 acres. The subject property is located in the R-60 zoning district.

C. Fontneau stated that the applicant has received the letter from the sanitarian that is in the file and has asked for an extension to table the matter to June 25, 2007 until the information was received from the CTDOT. G. Rooke-Norman read the letter from Mark Sullivan for the record. There was discussion of this matter of the date and time.

G. Rooke-Norman asked for a motion to table. P. Anthony made a motion to table SUB 06-07 for June 25, 2007 regular meeting. J. Schumaker seconded the motion. G. Rooke-Norman asked for a vote. All were in favor. The ayes carried.

D. SUB 07-07 Trinity Development Group, LLC, 146 Stone Hill Road, Griswold, CT.
Property Location: 142 Stone Hill Road. Applicants request approval of a 14-lot subdivision consisting of 23.15 acres with 1155 ft. of new public roadway. The subject property is in the R-40 zoning district.

G. Rooke-Norman stated that this application has been scheduled for a public hearing. J. Schumaker made a motion to table SUB 07-07 to June 25, 2007. P. Anthony seconded the motion. G. Rooke-Norman asked for the vote. All were in favor. The ayes carried.

E. SUB 08-07 Clearwater Home Improvements, Inc. 2B Greenmanville Avenue, Mystic, CT. Property Location: 151 Stone Hill Road. Applicants request approval of a 14-lot subdivision consisting of 20.7 acres and 1200 l.f. of new public roadway. The subject property is in the R-40 zoning district.

C. Fontneau explained that this is another 14-lot subdivision directly across from Stone Hill. G. Rooke-Norman asked if we need to schedule a public hearing. C. Fontneau stated that he looked at the content, the bond estimate, two waiver requests are sufficient to set a public hearing. He stated that it is in wetlands already and the application will be heard next week.

G. Rooke-Norman asked if there is a public hearing in wetlands next week. C. Fontneau stated yes. C. Fontneau stated that all the submissions are being reviewed by the Town engineer and recommended July 9, 2007 to set a public hearing.

J. Schumaker made a motion to set a public hearing for SUB 08-07 for 7:45 on July 9, 2007 at the Town Hall Meeting Room. D. DeGuire seconded the motion. G. Rooke-Norman asked for the vote. All were in favor. The ayes carried.

7. Additional Business:

A. Discussion and review of the condition of approval for continuation gravel excavation permit of SE 07-06 Tilcon Connecticut, Inc/Charles & Elizabeth Sibicky, 22 Sibicky Road/128 Rixtown Road to provide an A-2 survey for May 1, 2007 showing the current activity and current exposed open areas including the access area to the excavation that were not included in Phase 1-6 of the continuation of existing earth products excavation operation currently operating on a portion of the project site.

C. Fontneau explained that Tilcon, Inc. has submitted an updated A-2 survey for May 1, 2007 in compliance with the conditions of their special exception permit. C. Fontneau explained that he and P. Zvingilas have reviewed the plan. He stated that there are less than 10 acres of open area under excavation and they have reclaimed the front access way that has been graded and seeded so they have complied with the conditions of approval. He stated that the next map is due in November, 2007. There was discussion of this matter

C. Fontneau stated that he received a document of the DEP water diversion permit for water impact by Tilcon, Inc. He explained that it looks for areas where water is withdrawn and or a natural impact. Tilcon has a jurisdictional dispute for the entire parcel. There was discussion of this matter.

C. Fontneau stated that there was a letter in the correspondence from Boundaries, LLC requesting to be placed on the agenda to review three applications and that we can review them tonight or on June 25, 2007. There was discussion of this matter.

G. Rooke-Norman stated the letter is dated Friday and that we can receive them tonight and to schedule them on the June 25, 2007 agenda. C. Fontneau stated that they will be received tonight. There was discussion of this matter.

Item 5G. C. Fontneau stated that there was a credit reduction letter from Gail Whitney and asked that Item 5G to be placed on the agenda for discussion. P. Anthony made a motion to put item 5G on the addenda under additional business. J. Schumaker seconded the motion. G. Rooke-Norman asked for the vote. All were in favor. The ayes carried.

G. Rooke-Norman stated that this is a letter regarding a bond reduction. C. Fontneau explained the bond reduction for the Pachaug business park and that the two roads have been accepted as town roads and the sidewalks are done. Gail Whitney is asking for a reduction. He stated that it is his recommendation that the Commission reduce the \$186,622 letter of credit balance is to the \$11,197 which is the 6 percent maintenance level for the first year after road acceptance in a letter of credit or cash vehicle. There was discussion of this matter.

P. Anthony made a motion to approve Item 5G to approve Gail Whitney's request for a bond reduction of \$186,622 to six percent \$11,197 as a letter of credit or cash vehicle for SUB 10-05, 822 Voluntown Road, LLC, Pachaug Commons. C. Kinnie seconded the motion. G. Rooke-Norman asked for a vote. All were in favor. The ayes carried.

G. Rooke-Norman asked if there were any other items under additional business.

P. Zvingilas stated that there was a home occupation file that came under his zoning enforcement reports. G. Rooke-Norman stated that this will be taken under enforcement.

8. Old Business

A. Review of the changes to the Plan of Conservation and Development incorporating the suggestions received during the public hearings.

G. Rooke-Norman asked for a motion to table this item. There was discussion of this matter for clarification. J. Schumaker made a motion to table discussion of the PoCD to June 25, 2007. P. Anthony seconded the motion. All were in favor. The ayes carried.

9. New Business:

A. Workshop to discuss changes to the Town of Griswold Zoning regulations and Subdivision regulations.

G. Rooke-Norman asked to take the reports from the enforcement officer first and then we will get back to item 9.

10. Reports from the Enforcement Officer:

G. Rooke-Norman asked about the application for the home occupation out of a cease and desist order. P. Zvingilas stated that there was some difficulty on Banjo Sullivan Road with a landscaping business operating without a home occupation permit. He stated that a small building was put up with out a permit and they are trying to correct that by applying for a home occupation permit to allow those activities to continue. They are present.

G. Rooke-Norman asked what the cease and desist was about. P. Zvingilas explained that the operation was going on as a landscaping business in a residential zone and the construction of a small building without a zoning permit for that landscaping business. He stated that the applicant is trying to correct the violation. There was discussion of this matter including the type of building erected and the size of the building.

G. Rooke-Norman asked the applicant to come forward. Pete Dameron, 144 Banjo Sullivan Road stated that building is 20' by 24' and it should be on the map and one is 20' by 36'. P. Anthony asked their primary use. P. Dameron explained that they are used for storage. P. Anthony asked if there was heating or plumbing, P. Dameron stated no heating or plumbing. J. Schumaker asked if there was electricity. P. Dameron stated there was no electricity.

G. Rooke-Norman asked the size of the parcel. P. Dameron stated that the parcel was 7.25 acres. G. Rooke-Norman asked how far he was from the nearest neighbor. P. Dameron stated that he was 107 ft. from the first one and 71 feet from the second one. P. Anthony asked if it was from the neighbor. P. Dameron stated that it was from the nearest property line. There was discussion of this matter including the materials of which the sheds are made when they were installed.

P. Zvingilas stated that a neighbor, Mr. Slonski filed a letter of complaint. There was discussion of this application.

G. Rooke-Norman asked C. Fontneau that a regulation regarding this type of application does not require a public hearing. C. Fontneau stated that was correct and that there are no regulations for a public hearing but the board can, at their discretion have a public hearing. There was discussion of this matter including a site plan review because the home occupation is in an accessory structure and not in the home.

G. Rooke-Norman stated that the map was prepared by CLA engineers dated December 20, and it does locate the two sheds and asked if they existed at that time. P. Dameron stated no. P. Dameron added the sheds to this site plan.

G. Rooke-Norman explained the home occupation regulations list a certain percentage of space, employees, parking, and accessory buildings. There was discussion of this matter.

P. Anthony stated we need more time to discuss this and that no decision should be made at this time.

G. Rooke-Norman asked what the preference of the Board. She stated that there is a complaint and the letter is not in the file and that she didn't know anything about these buildings and we need information on the buildings. D. DeGuire stated that they really are not a building. J. Schumaker stated that there are regulations that address employees and parking. There was discussion of this matter including that there are five full timers and 3 part timers and that he was licensed with the state.

P. Anthony stated that there is no permanent structure this is all based on a home occupation. He stated that a public hearing more than likely necessary. J. Schumaker stated that he did not think a home occupation permit was appropriate because of the number of employees. G. Rooke-Norman read 11.7.3 for the record. There was discussion of this matter.

P. Anthony stated that the employees are in and they are out. P. Dameron stated yes. P. Dameron stated that three employees park at his house. P. Anthony stated that the business is conducted off of the premises and that the regulations stated that it is for business in the home such as manufacture or vegetable sales. There was discussion of this matter.

G. Rooke-Norman stated that the Commission spent a lot of time crafting regulations on esthetic standards for buildings especially metal buildings. She stated that the Commission must be sensitive to the type of building constructed either permanent or temporary. P. Anthon asked if they are visible from the road. P. Dameron stated in the winter yes. He stated he is in the process of putting in trees. There was discussion of this matter.

G. Rooke-Norman stated that we need to have a public hearing. She asked for input from the members. J. Schumaker stated that a public hearing is necessary. C. Kinnie stated that it does not fit the definition of a home occupation. G. Rooke-Norman stated that we need to get more information.

C. Fontneau suggested that there isn't an application fee to defray the cost of a public hearing Commission and in addition to ask the applicant to do abutters notices, the town would have to do that. He suggested that there be a discussion to send a letter to the abutting neighbors and the complaining neighbors aware that they could come and make informal comments to the Commission and answer questions from the Commission as an information gathering session rather than a public hearing. He stated that you can relax the restrictions on comments to address neighbors concerns and to assuage those concerns. There was discussion of this matter including notification to NECCOG AND SECCOG.

G. Rooke-Norman stated that this be tabled to June 25, 2007 and speak to the Town attorney for his recommendation and how it fits the regulations. G. Rooke-Norman directed C. Fontneau to send out an informal letter to the abutters. She stated that if we feel it still needs a public hearing, the delay is only two weeks. G. Rooke-Norman asked P. Zvingilas if he is doing anything about the cease and desist order. P. Zvingilas stated that there is a ten-day time period but that is extended because of the application submission. There was discussion of this matter.

G. Rooke-Norman would like a copy of the complaint letter before June 25, 2007. She asked P. Dameron the square footage of his home. P. Dameron stated that it was 4,300 square feet. There was further discussion of this matter including zoning district.

G. Rooke-Norman asked for a motion to table be made. D. DeGuire made a motion to table this application to June 25, 2007. P. Anthony seconded the motion. G. Rooke-Norman asked for the vote. All were in favor. The ayes carried.

P. Zvingilas stated that Seymour Sand and Gravel his excavation permit has expired and we sent him a letter that his permit has expired; but he doesn't believe that it has expired. P. Zvingilas explained that Seymour would like an official ruling whether or not a special exception permit is needed. C. Fontneau stated that no official ruling has been received to date. P. Zvingilas stated that the activity has stopped and the equipment is gone. There was discussion of this matter including that there is area exposed that should be reclaimed and that there should be a bond in place.

P. Zvingilas stated that he will issued a cease and desist order for Seymour Sand and Gravel. There was discussion of this matter.

G. Rooke-Norman stated that the bond could be called up and directed C. Fontneau to see if there was still a bond in place.

P. Zvingilas stated that there is a cease and desist order for Amer Choudhry for outdoor storage of used or discarded materials and junk. He stated that it was located on Route 12 by the railroad tracks before the bridge on the left by the water. He stated that they are cleaning it up

P. Zvingilas stated that Harvey Rogoff complained about brush by his property and the golf barn driving range as well as construction debris on Latham Drive. P. Zvingilas stated that the driving range has cleaned up the brush. He stated that the construction debris came from a neighbor across the street. D. DeGuire stated that the Commission read the complete letter from Harvey Rogoff and stated that he has been singled out. D. DeGuire stated that we are procrastinating with the driving range and that Harvey the Commission was strict that everything be done in a timely manner. J. Schumaker stated that the letter talks about the driveway not being paved. P. Zvingilas stated that the Commission has extended that activity until the next meeting in July. P. Anthony stated that he did not believe that it was prejudicial and Mr. Rogoff who did a Class A job on his business has a right to feel concern. There was discussion of this matter.

G. Rooke-Norman stated that the driving range is a seasonal business which is different from Mr. Rogoff's. She stated that it was allowed to go over to the next year because of its seasonality, but we cannot go any further. She stated that he needs to have all of this completed. P. Zvingilas stated that he told him that the Commission would not go beyond the July date. D. Szall stated that it was set for July 9, and his extension goes to July 11, 2007. There was discussion of this matter including that there is a bond.

P. Zvingilas stated that the cut off date is for his temporary occupancy and for him to continue and to obtain a permanent occupancy, the Commission as requested x,y,z. G. Rooke-Norman stated that a reminder be sent to him indicating that the board discussed the situation and he, as he represented to the board, must show the paving is completed and all the required elements of the site plan be completed and that he appear on July 9, 2007 for an update.

P. Zvingilas stated that there was correspondence from Normand Sylvestre regarding junk cars. P. Anthony stated that the Commission asked P. Zvingilas to respond. There was lengthy

discussion of this matter including the State dealers and repairers' license and the junk yard on Rear Street.

P. Zvingilas stated that he would respond to the Commission and the Commission would respond to Mr. Sylvestre. P. Anthony formally requested a copy of this letter. G. Rooke-Norman stated that N. Sylvestre had given statutes to the planning office. C. Fontneau stated that these are pre-existing legal non-conforming. P. Zvingilas explained that some of the businesses listed are licensed by the State. There was lengthy discussion of this matter including conducting a business without a permit and site plan approval.

P. Zvingilas stated that this Commission should send a letter to the Board of Finance asking them to reinstate the Planner position to full time. G. Rooke-Norman asked for a motion to send correspondence to the BOF that we are in objection to the action taken. P. Anthony made a motion that the Commission to send a letter to the Board of Finance voicing our disapproval. J. Schumaker seconded the motion. G. Rooke-Norman asked for the vote. All were in favor. The ayes carried.

G. Rooke-Norman stated that she would be attending the next Board of Finance meeting for June 19 at 7:00 p.m. and asked other Commission members to attend as well.

G. Rooke-Norman asked if there were any other matters. She asked the people in the audience if there were any issues address. Peter Dorff stated that the request to reduce the Town Planner's position came from the Board of Selectmen. G. Rooke-Norman stated that and had nothing to do with the Board of Education. Peter Dorff said Board of Finance.

There was discussion of a reference to single-family dwellings in an argument before the ZBA to allow for two primary structures on one lot and the structure and intent of the regulations.

There was a discussion of the right of any commission member to testify as a private citizen at any public hearing; but a commission member cannot represent someone or speak on behalf of an application; or when a commission member has a matter before another commission, a representative must be hired to represent them in that matter.

10. New Business:

A. Workshop to discuss changes to the Town of Griswold Zoning regulations and Subdivision regulations.

G. Rooke-Norman stated that in the staff report there are changes dated 4/9/07, changes for moratorium and subdivision regulations, driveway section updated on 5/14/07 and neighborhood retirement housing complex on May 14, 2007 and changes to subdivisions regulations. G. Rooke-Norman asked if each of the changes and that have been incorporated are there other sections that are impacted by those changes and have those been modified. C. Fontneau stated that he tried to do that. He stated that the Commission when they have reached a set of regulations, there should be consent from Anne to have Mark Branse review the regulations for his comments in preparation for the public hearing.

G. Rooke-Norman asked that when the zoning regulations are changed the numerations would be changed when something was inserted and it made no sense to renumber. C. Fontneau stated that he has tried to fit things into a place where it made the least impact on the numbers. He recommended that the numbers for the definitions be removed and the list would become alphabetical. There was discussion of this matter.

G. Rooke-Norman asked the Commission to select the numbers that they would like to see go to the first public hearing. C. Kinnie recommended Section 4.2.6 for the first public hearing. There was discussion of this matter. C. Fontneau recommended a six month time schedule.

C. Fontneau stated that 4.2.6 should be 4.2.7 for Moratoriums. C. Fontneau recommended a year but that a lot of work would have to be done during that year. G. Rooke-Norman asked for comments from the Commission. C. Kinnie stated that there was a need for a moratorium to dealing with the new application and how those changes affect those applications will not be received during the moratorium. He stated that it would give the Commission leeway to deal with changes to the regulations. C. Fontneau explained that a moratorium goes to a public hearing for enactment and after fifteen days goes into effect. There was lengthy discussion of this matter including wording for a moratorium for date and duration to be in the zoning regulations.

G. Rooke-Norman asked the Commission think about what they really want to do for next month. P. Zvingilas asked that during the moratorium, Commission would discuss nothing but zoning changes. G. Rooke-Norman stated that there will be applications for subdivisions under five lots, special exceptions, zoning permits, commercial development and resubdivisions. There was lengthy discussion of this matter.

G. Rooke-Norman stated that for Section 4.2.7 the title should be Moratorium of Subdivision Over Five Lots For Residential Uses or Resubdivisions of Prior Subdivisions Approved on or after January 1, 2006. She stated that those subdivisions that were done a while ago should not be penalized for wanting to subdivide. There was discussion of this matter.

C. Fontneau suggested writing any individual input on the staff report and to send him their changes. G. Rooke-Norman asked Commission members to send any changes to C. Fontneau. P. Anthony asked how he wanted the comments delivered. C. Fontneau stated that they could write on this copy and deliver them to him in ten days from this evening. There was discussion of this matter.

C. Fontneau stated that there are problems with the tapes. There was discussion of this matter. G. Rooke-Norman asked that a note be sent to Richard that we could not finish our business and to purchase better tapes.

G. Rooke-Norman asked the Commissioners to look at the set back requirements of the business park district so that item could be one of the first regulation changes put forward. G. Rooke-Norman stated that she would like to pick six high priority regulations and get them going. There was discussion of this matter of the business district set back requirements.

J. Schumaker stated that this is a request from the Economic Development Commission. G. Rooke-Norman asked C. Fontneau about the height of a 30 or 40 foot building within that area

cannot be higher than "x" and to design their architecture so their low level wings of their buildings on the side of the abutting residential area. C. Fontneau stated that you are the building height to help buffer. G. Rooke-Norman stated that there could be screening to deal with the visibility and the line of site. There was discussion of this matter of a fifty foot or 75 foot buffer.

C. Fontneau stated that he would like Commission to consider the regulation Section 12.20 Neighborhood Retirement Housing Complexes. He stated many of the surrounding towns have them and there is dense development depending on the availability of water and sewer. G. Rooke-Norman asked if there was mixed use. C. Fontneau stated that it was residential by special exception. C. Kinnie asked if they would go to any zone in town. C. Fontneau stated that all of the residential zones except R-20 and perhaps C-1. There was discussion of this matter including the priority level and the lack of regulations to permit them and sewer tie-ins.

11. Adjournment:

G. Rooke-Norman asked for a motion to adjourn. C. Kinnie made a motion to adjourn. J. Schumaker seconded the motion. All Were in favor. The meeting adjourned at 10:39 p.m.

Respectfully Submitted,

Donna M. Szall
Recording Secretary