



# Town of Griswold



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## GRISWOLD PLANNING & ZONING COMMISSION

### PUBLIC HEARING & REGULAR MEETING MINUTES

JANUARY 12, 2009

GRISWOLD TOWN HALL

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

##### 1. Call to order:

Chairperson Gail Rooke-Norman called this public hearing of Griswold Planning & Zoning Commission to order at 6:30 p.m.

##### 2. Roll Call:

**Present:** Chairperson Gail Rooke-Norman, Vice Chair Martin McKinney, Members Daniel DeGuire, Alternates Andrew Drobiak, Barbara Lukens, ZEO Peter Zvingilas, Town Planner Carl Fontneau, Recording Secretary Donna Szall

**Absent:** Secretary Courtland Kinnie, Member John Taylor,

##### 3. Determination of Quorum:

G. Rooke-Norman appointed A. Drobiak to sit for J. Taylor.

There is a quorum for this public hearing.

##### 4. Matter Presented for Public Comment:

**A. SE 01-09 Griswold, Town of, 28 Main Street, Griswold, CT. Property location: 211 Sheldon Road, Griswold.** Applicant requests approval of a proposed municipal recreation complex. The property is in the R-40 zone.

G. Rooke-Norman asked if there was someone to represent the application. John Faulise, Boundaries, LLC presented the application. He submitted a letter dated 11/17/08 from the First Selectman to represent the town. He submitted the abutter's notifications to the commission. G. Rooke-Norman asked if it was his representation that everyone who as eligible to be notified was notified. J. Faulise stated yes.

Barbara Lukens arrived at 6:40. G. Rooke-Norman appointed B. Lukens to sit for C. Kinnie.

J. Faulise submitted a letter from the Department of Health and read it for the record. G. Rooke-Norman asked if there was an existing well on the property. J. Faulise explained that the existing well will be abandoned. He submitted the Wetlands permit dated 11/25/08 for the record; a letter dated 4/16/08 from C. Fontneau to P. Anthony regarding a favorable report of a Section 8-24 review.

J. Faulise submitted a construction estimate for the record in the amount of \$337,172 that did not include the Mohegan Tribe \$5,000 donation, the state grant for \$125,000 or in-kind services.

J. Faulise explained a letter dated 1/5/094 from the adjoining property owner Janice Snyder regarding an easement on the property for footing drains. He submitted the letter and a copy of Mrs. Snyder's deed for the record. There was discussion of this matter.

J. Faulise explained the location of the site consisting of 5.5 acres from the State of Connecticut for a recreation complex and that this is a municipal project. He explained the locations of the playing field and practice fields for this site. He stated that there will be a walking path for access to DEP lands and the pond and explained where the DEP lands were located. J. Faulise explained where the concession stand would be located and the location of the septic system for the facility. J. Faulise explained the parking areas will be a gravel surface for stormwater infiltration and that there will be eleven paved spaces with paved handicapped spaces.

M. McKinney asked about the irrigation from the well. J. Faulise explained that the well for irrigation would be feasible since the concession stand would not be used every day and not used throughout the year. D. DeGuire asked if the well would be tested yearly. J. Faulise explained that the well would be tested quarterly.

M. McKinney asked about lighting. J. Faulise explained that there would be no lighting at the site for the playing fields. J. Faulise explained the landscaping would have a double row of evergreens between the parking area and the Snyder property.

J. Faulise explained the drainage for the site as a sheet flow system that would drain over the grassy areas. He stated that the plan was designed by Bob Schuch based upon the 2004 Stormwater Quality Manual.

G. Rooke-Norman was concerned for the safety of pedestrians and asked if the gravel driveway could have speed bumps. J. Faulise explained that speed bumps can be added to the gravel driveway. There was discussion of this matter.

M. McKinney asked where the lawn tractors would be stored. J. Faulise explained that a 20 ft. by 46 ft. building will act as storage, meeting space, and concession stand.

J. Faulise submitted photographs of the sight line of 480 ft to the stop sign on Route 165 to the south and the 1,030 ft. on Sheldon Road to the north. He explained that the committee was concerned for traffic on Sheldon Road and that all of the directions to the site will be directed on to Route 165 to minimize traffic on Sheldon Road from Route 138.

J. Faulise explained there would be 112 parking spaces for the site and submitted a parking narrative for the record; and that on game day, there would be more extensive use of the complexes where approximately 56-96 spaces for four teams would be utilized. He explained the practice schedules to the commission.

J. Faulise stated that C. Fontneau had concerns for overflow parking and that four spaces have been provided. He explained that there will be a guard rail to discourage parking on the practice field; and if needed in the future, space could be made at the guard rail.

G. Rooke-Norman asked if there were questions from the board.

M. McKinney was concerned for the parking on the gravel portions where cars would park haphazardly. J. Faulise stated that concrete stops were considered but that this can be

addressed if this becomes a problem. He explained that the paved parking areas will have striping and signage.

A. Drobiak asked about the walking trail. J. Faulise explained that there will be a natural trail that will provide access through the DEP property to the pond. G. Rooke-Norman asked how the trail would be maintained. J. Faulise explained that they would work to maintain the trails and that the ground is sparsely covered and would not require a lot of maintenance to the wood chip trail.

G. Rooke-Norman asked how the property would be secured. J. Faulise explained that there will be a gate at the entrance to the facility. There was discussion of this matter.

G. Rooke-Norman asked for comments from the public.

Paul Madonna, Chair of the Planning Committee explained that the committee held public meetings to incorporate the public's ideas for this complex such as benches, walkways, and fields. He explained the in-kind services by Boundaries, Kaestle Boos, and GHS for the brochures.

Tim Skidgell, Sheldon Road, voiced his concerns for the safety of the people on Sheldon Road and the increased traffic. He was concerned that the one-way access would cause problems in an emergency situation and suggested a double entrance to the site. He was concerned for parking on Sheldon Road by people using the facility especially on game days. He was concerned for the food service and where the waste would be disposed and that the tractors should not be stored in the same building. He was concerned that there would not be improvements to Sheldon Road to accommodate the increased traffic flow. He asked if port-a-potties would be used.

J. Faulise explained that the parking was more than adequate for the game days and that there is space for emergency vehicles in the two-way portion of the driveway. G. Rooke-Norman asked if the driveway could be divided. J. Faulise explained that the width is 24 ft. in the two-way section as well as 24 ft in the one-way section around the field. He stated that there is minimal frontage but that there is a level area along the side of the two-way driveway that will not be curbed and where the plantings could be tightened up to the property line to provide emergency access. There was discussion of this matter including putting up no parking signs and putting up a large sign with the rules agreement for the facility.

J. Faulise addressed the issued of port-a-potties stating that there will be port-a-potties in use until the concession stand and public restrooms are completed. He stated that the port-a-potties would be used throughout the season and located near the practice field and the concession stand. J. Faulise explained that the food services are under the direction of the Health Department that would do the inspections. He stated that the concession stand would have partitions for storage and that the site plan for the building would be reviewed and approved by the planning and zoning commission.

J. Faulise explained Sheet 3 of the site plan for the septic system and that there would be a 1,000 gallon grease trap installed. He stated that until then there could be pre-packaged foods and beverages available until the grease trap is installed.

Mike Welke, Secretary of the committee explained that there would be no activity during the winter months except for access to the DEP lands. He stated that this project is an asset to the town and a benefit to the youth of the community.

Rick Colby, Sheldon Road, stated that the property was not conveyed for this purpose. He stated that the vote to accept the property. He was concerned that the quality of life and property values would decrease for the neighborhood. He was concerned for the safety of the

people who walked on Sheldon Road with the increased traffic. He was concerned for the noise from the loud speakers next to the pond and the sound traveling across the pond. He voiced his concerns for the aquifer and for using the complexes well to irrigate the playing fields using 1 to 1 1/2 inches per week and that the wells of the homeowners on Sheldon Road would go dry. M. McKinney asked if his well was a dug or drilled well. R. Colby stated that his well was a drilled well.

P. Zvingilas asked about the loud speakers. J. Faulise stated that the loud speakers would be limited to the score board and to the concession stand. He explained that there would be no light poles so there would be no speakers up on poles at this site and that the DEP land would act as a noise buffer; but that this issue will be addressed when the concession stand plan is reviewed by the commission. There was discussion of this matter including that the building is a 2-story 20 ft. by 46 ft. building.

J. Faulise explained that the irrigation system would not be used all at one time and that 10 gallon/minute flow would not be used on a daily basis. G. Rooke-Norman asked what direction the aquifer flowed. J. Faulise stated that he did not know. He explained Sheet 3 that test holes had been done to monitor the water table and water was found at the 2-3 foot level through the site. There was discussion of this matter.

J. Faulise read a letter from Steve Mikutel, State Representative that the land was for recreational use and submitted it for the record.

G. Rooke-Norman asked for other comments from the public.

Steve Mikutel, State Representative, stated that he was in support of this project and that this project is good for the children in Griswold so they can develop in a positive way to channel their energy in sports. He stated that this was a once in a life-time opportunity and that there are not enough playing fields and urged the commission to do the right thing.

Tim Skidgell questioned if Sheldon Road would be upgraded for the public safety of pedestrians. He was concerned that if emergency services were needed there should be increased emergency access.

Ken Skulczyck, board member of the Sheldon Road properties explained that when extreme home makeover was in town, it magnified the traffic problems on Sheldon Road. He explained that the majority of the teams that play against Griswold come from the south and would use Route 165; but that Plainfield or Putnam would come from Route 138 accessing Sheldon Road. He stated that the safety of the children is a concern and that they would be diligent in seeing that the children are safe for this project. He cited the example of the Little League fields next to the Jacques Cartier Club. He stated that this is a good opportunity to give to our children. He stated that he would like to get the Special Olympics involved to use this facility in Southeastern Connecticut.

Phil Anthony, Griswold First Selectman, voiced his support for the project and explained that after he had visited this site on two occasions, had been won over as a proponent of this project and that it is a once in a life time chance and takes the burden off the school system facilities so that all sports can utilize this site. He stated that Sheldon Road is on the repair list and was prior to this becoming a proposal and the road is in horrible condition. He could not guarantee the extent of the repair slated for Sheldon Road. He stated that if it becomes an issue, no parking signs could be placed on Sheldon Road and to enforce it the best way possible.

G. Rooke-Norman asked for other comments and asked for a response from the applicant for issues raised. J. Faulise explained that the issues have been addressed and that the plan is

complete and that the plans for the building and sound system will be before the commission for approval at a later date.

D. DeGuire asked if the State would give an easement for emergency vehicles. J. Faulise stated that he would speak with the DEP regarding the matter. He explained that the plantings could be made closer to the property line to allow for an emergency access lane and a traffic barrier can be added to keep cars out. J. Faulise suggested that the two-way driveway width can be increased to 30 to 32 ft which is three lanes that would allow access by emergency vehicles by moving the parking on either side of the driveway and moving the plantings closer to the property line. There was lengthy discussion of this matter.

J. Faulise asked that the Commission close this public hearing.

G. Rooke-Norman asked for questions from board members. She asked for comments from the public. R. Colby voices his concerns again that his property values would go down and asked if the house would be reassessed. G. Rooke-Norman stated that this commission does not have jurisdiction over this matter. R. Colby voiced his concerns that this site does not preserve the rural character of the town. He again was concerned for water and the need for 4500 gallons of water for irrigation and if the quality of the water goes down what can we do. There was discussion of this matter including that the water quality is important and to work with the public.

G. Rooke-Norman stated that the applicant has requested that the public hearing be closed and she asked for any other questions from board members or staff. She closed the public hearing at 8:24 p.m.

## **II. REGULAR MEETING (7:00 P.M.)**

### **1. Call to order:**

Chairperson Gail Rooke-Norman called this regular meeting of Griswold Planning & Zoning Commission to order at 8:24 p.m.

### **2. Roll Call:**

**Present:** Chairperson Gail Rooke-Norman, Vice Chair Martin McKinney, Secretary Courtland Kinnie, Members Daniel DeGuire, Alternates Andrew Drobiak, Barbara Lukens, John Taylor, ZEO Peter Zvingilas, Town Planner Carl Fontneau, Recording Secretary Donna Szall

**Absent:** Member John Taylor

### **3. Determination of Quorum:**

G. Rooke-Norman appointed A. Drobiak to sit for J. Taylor. She explained that B. Lukens will vote in matters concerning the previous public hearing and that C. Kinnie will vote in his regular seat for all other matters.

### **4. Approval of Minutes:**

**A.** Approval of Minutes of the Public Hearings of December 8, 2008

**B.** Approval of Minutes of the Regular Meeting of December, 2008

G. Rooke-Norman asked for a motion on the minutes of December 8, 2008. M. McKinney made a motion to approve the minutes. B. Lukens seconded the motion. All were in favor. The ayes carried.

C. Fontneau stated that there is additional business for Item 8A regarding 303 Slater Avenue elementary school application should be accepted and a public hearing set. G. Rooke-Norman asked for a motion to set a public hearing for 6:30 p.m. A. Drobiak made a motion to accept SE 02-09 and to set a public hearing for SE 02-09 for 6:30 p.m. on February 9, 2009. M. McKinney seconded the motion. All were in favor. The ayes carried.

## 5. Zoning Regulation & Subdivision Regulation Update

G. Rooke-Norman asked C. Fontneau for an update on the regulation changes. C. Fontneau stated that he did not have the change pages for the subdivision regulations. He stated that he had 3 zoning maps: the Borough map, the aquifer map and the Griswold zoning map. He explained that for the Borough and the Town zoning map, he took the liberty of converting the R-20 zones to the R-40 zones as well as changes to the map to correspond with the PoCD. There was discussion of this matter.

G. Rooke-Norman asked C. Fontneau to give members a copy of the old map to compare with the new map.

G. Rooke-Norman asked for dates for the next workshop to be January 26, 2009 as well as February 2, 2009 and for members to call Donna if they will be able to attend. There was discussion of this matter.

M. McKinney asked if the changes could be out to him by Monday. G. Rooke-Norman asked if changes to the commercial zoning are all changed. C. Fontneau stated that there were changes to the buffer, Business Park and site plans pertaining to special exceptions. There was discussion of this matter. G. Rooke-Norman stated that the changes be given to the members by Monday.

M. McKinney made a motion to set a special meeting workshop for January 26, 2009 and February 2, 2008 from 6 p.m. to 8 p.m. regarding zoning, subdivision regulations and zoning maps. A. Drobiak seconded the motion. All were in favor. The ayes carried. G. Rooke-Norman asked the board to bring their current copies of the zoning regulations to these meetings.

## 6. Correspondence and Attachments:

A. Letter dated 12/1/08 from ZEO Steve Sadlowski, Town of Canterbury to Ellen Dupont, Town Clerk regarding a public hearing on February 12, 2009 at 7 p.m. for zoning and subdivision regulation changes.

B. Connecticut Wildlife Magazine, November/December 2008, published by The Connecticut Department of Environmental Protection, Bureau of Natural Resources, Wildlife Division.

## 7. Matters Presented for Consideration:

A. **SE 01-09 Griswold, Town of, 28 Main Street, Griswold, CT. Property location: 211 Sheldon Road, Griswold.** Applicant requests approval of a proposed municipal recreation complex. The property is in the R-40 zone.

G. Rooke-Norman stated that this was a prior public hearing that was closed this evening. There was a general consensus from the commission that this project was a good project but that emergency access was needed as well as speed bumps to slow traffic through the site and concerns for pedestrians on Sheldon Road.

G. Rooke-Norman stated that the speed bumps should be 75 ft. apart around the one-way driveway. She stated that there needs to be emergency access to the site. M. McKinney stated that the width of the two-way driveway should be at least 32 ft. wide. There was discussion of this matter including that the bottle necks at the entrance to the one-way driveway should be 32 ft as well as the two-way drive all the way to Sheldon Road and that there be no parking on the roadway and that there be an architectural review of the plans for the 20 ft. by 46 ft. two-story building by the commission.

G. Rooke-Norman asked for a motion. M. McKinney made a motion to approve SE 01-09 with the following conditions: 1) Revision of the plan shall incorporate a 32 ft. wide access way within the two-way portion of the driveway from Sheldon Road to the one-way portion of the driveway. 2) At least five speed bumps shall be placed appropriately within the one-way portion of the driveway around the playing field and practice field. 3) Denote on the plan that no parking signs shall be installed on both sides of Sheldon Road to maintain sight lines north and south from the entrance of the complex. 4) The architectural plans of the 20 ft. by 46 ft. two-story building shall be reviewed by the Planning and Zoning Commission for design, function and loud speaker characteristics prior to issuance of a building certificate of compliance. A. Drobiak seconded the motion. All were in favor. The motion was carried.

**B. SUB 02-09 Malek, Richard J. & Alexis J. 307 Brewster Road, Griswold, CT. Property location: 123/129 Geer Road, Griswold.** Applicants request approval of a 4-lot subdivision consisting of 15.43± acres proposed with 3 new lots; lot 1 is 1.51 ± acres; lot 2 is 3.39 ± acres; lot 3 is 5.14 ± acres; lot 4 is 5.038 ± acres. The property is in the R60 zone.

G. Rooke-Norman asked if there was someone to represent the application. John Faulise, Boundaries, LLC was here to represent Richard Malek. He explained that this application was reviewed last month and that there were questions regarding the culvert. He submitted for the record Storm Drain calculations by Bob Schuch, PE that addressed pipe sizing.

J. Faulise explained the watershed plan showing the effect on the lots and explained the drainage pipe and how the runoff is collected in a 15 inch pipe. G. Rooke-Norman stated that there should be another culvert at the end of the drive if there is a potential washout. C. Kinnie stated that there was concern for how the water would disburse over the lots. There was discussion of this matter. J. Faulise stated that another culvert could be provided in the area of concern.

J. Faulise stated that he will grant the commission an extension of time on this application to address the addition of a water quality basin, level spreaders and another culvert. J. Faulise stated that there was a common driveway maintenance agreement. There was discussion of this matter including that as part of the application that the drainage improvements be installed before any building permits are issued.

D. DeGuire made a motion to table this application to February 2, 2009. M. McKinney seconded the motion. All were in favor. The ayes carried.

**C. ZP 04-09 Saint Mary Church, 34 North Main Street, Jewett City, CT. Property location: 50 North Main Street, Jewett City.** Applicant requests approval of a change in use for the vacant convent building as a Sunday school. The property is in the B-C zone.

C. Fontneau stated that this was a permitted right in that zone. He explained that this use would change from a residential use to a use as a Sunday school. He stated that there is someone to represent the application.

Tony Dombkowski explained that the Sunday school classes will be held at the convent. He explained that contractors are working on the electrical, installing handicapped ramps, and adding push bars to the exits.

A. Drobiak was concerned for the parking situation for that building. T. Dombkowski explained that there will be approximately 60 parking spaces available at the St. Mary School site. He stated that only eight spaces were actually needed for the Sunday school teachers.

G. Rooke-Norman asked for a more detailed plan of the convent's parking and what is detailed for the St. Mary School site. There was discussion of this matter.

M. McKinney made a motion to table this application to February 9, 2009. B. Lukens seconded the motion. All were in favor. The ayes carried.

**8. Additional Business:**

There was no other addition business.

**9. Old Business**

There was no old business.

**10. New Business:**

**A. Discussion and recommendation for the FY09-FY10 Budget**

There was discussion of the changes to the new fiscal year's budget that included legal fees and advertising fees and a \$25,000 grant from OPM for the PoCD.

B. Lukens asked about the MS4 Plan. C. Fontneau explained that it was for the management of aquatic weeds in Griswold ponds and waterways. There was discussion of this matter including chemical alternatives to control weeds in the pond.

**11. Reports from the Enforcement Officer:**

There was no report given.

**12. Adjournment:**

M. McKinney made a motion to adjourn. A. Drobiak seconded the motion. All were in favor. The meeting adjourned at 10:00 p.m.

Respectfully Submitted,

Donna M. Szall  
Recording Secretary