



Town of Griswold



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GRISWOLD PLANNING & ZONING COMMISSION

PUBLIC HEARING & SPECIAL MEETING MINUTES

FEBRUARY 23, 2009

GRISWOLD TOWN HALL

I. PUBLIC HEARING (6:00 P.M.)

1. Call to order:

Chairperson Gail Rooke-Norman called this public hearing of Griswold Planning & Zoning Commission to order at 6:10 p.m.

2. Roll Call:

Present: Chairperson Gail Rooke-Norman, Secretary Courtland Kinnie, Member Daniel DeGuire, Alternates Barbara Lukens, Andrew Drobiak, ZEO Peter Zvingilas, Town Planner Carl Fontneau, Recording Secretary Donna Szall

Absent: Vice Chair Martin McKinney, Member John Taylor

3. Determination of Quorum:

G. Rooke-Norman appointed B. Lukens to sit for M. McKinney and A. Drobiak to sit for J. Taylor. There was a quorum for this public hearing.

4. Matter Presented for Public Comment:

A. SE 02-09 Griswold, Town of, 28 Main Street, Griswold, CT. Property location: 303 Slater Avenue, Griswold. Applicant requests approval of construction of a new elementary school. The property is in the R-20 zone.

G. Rooke-Norman asked if there was someone to represent the application. Jim Sperry, Kaestle Boos Associates represented the application. He thanked the commission for this special public hearing.

He submitted the response letter from the Fire Marshal stating that they will create a circulation route from the bus loop to the end of the building as well as additional hydrants and a fire lane. He submitted a sight line study stating that it was 155 ft. and that no plant material would be higher than 24 inches high. He explained the grading and shrub removal that would keep the sight line clear. There was discussion of this matter.

A. Drobiak asked about a pedestrian crossing since people cut across the driveway between the high school and the elementary school. J. Sperry stated yes and that it would be handicapped accessible to the main entrance of the school. D. DeGuire asked if there would be another cross walk. J. Sperry stated yes. There was discussion of this matter.

G. Rooke-Norman asked if the extra lane would be created from the breakdown lane. J. Sperry stated no, the road will be widened to three lanes, 2 northbound entry lanes and one extra lane. She asked about the sight line calculations of 15 mph from the state. C. Fontneau stated that the sight line for 25 mph was 280 ft. for a local road. There was discussion of this matter including that rumble strips could be installed to slow down traffic.

A. Drobiak asked about the time differences for the high school and the elementary school for drop off times. Susan Rourke, elementary school principal stated that the elementary school students arrive after 8 a.m. Mark Frizzell, High School principal stated the students are in class by then.

P. Zvingilas stated that the drop off area is one way and that he will make sure that the sight line is maintained. G. Rooke-Norman asked if the area would be cleared of all vegetation. J. Sperry stated that it will be cleared and the maximum height is 24 inches and that a note will be added to the file for adequate lawn area.

G. Rooke-Norman asked about the topo lines. J. Sperry stated that the grading plan is in the revised plan that was submitted. J. Faulise, Building Committee stated that the sight line is consistent with DOT. He explained that the drop off and pick up times are controlled by faculty and staff and that the plan provides for stacking. He explained the contours and the sight line plans. There was discussion of this matter.

G. Rooke-Norman asked for questions from staff or members. A. Drobiak voiced his concerns for congestion and that staff must be sure that the area is maintained. P. Zvingilas asked that a rumble strip be added to the pavement. J. Sperry stated that a rumble strip can be put in any time should it be needed. There was discussion of this matter.

G. Rooke-Norman asked about the dust and noise question that was raised by abutting neighbors. J. Sperry explained that CLA's recommendations will be incorporated in the notes and that the dust will be controlled by a water truck and calcium chloride if necessary.

C. Fontneau stated that the stormwater plan and there is a requirement that if the project has one acre or more under construction it must be register for a stormwater permit with the DEP so if the two schools are under construction at the same time, this will be required. J. Sperry stated that it will be registered with the DEP. There was discussion of this matter.

G. Rooke-Norman asked for further questions from members. A. Drobiak voiced his concerns that the students will be without a gym for sports and p.e. classes if it is needed for classrooms. J. Faulise stated that the construction scheduling has potential for conflicts. He stated that the building committee will be having a public hearing for input from the community There was discussion of this matter.

G. Rooke-Norman asked that the members read the letter dated from Kaestle Boos.

C. Fontneau stated that a zoning permit for the construction sequencing and site plan will be needed and will be reviewed by the engineer and that Bob Russo will review the environmental issues.

II. SPECIAL MEETING (Immediately following public hearing)

1. Call to order:

2. Roll Call:

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

Absent: Vice Chair Martin McKinney, Member John Taylor

3. Determination of Quorum:

G. Rooke-Norman appointed B. Lukens to sit for M. McKinney and A. Drobiak to sit for J. Taylor. There was a quorum for this special meeting.

4. Matters Presented for Consideration:

A. Discussion and potential action on SE 02–09

G. Rooke-Norman stated that this was a prior public hearing. The commission discussed any conditions for approval. G. Rooke-Norman asked for a motion.

B. Lukens made a motion to approved SE 02–09 site plans dated 12/2/08 and revised to 2/18/09 with the following conditions of approval. 1) Revisions to the 2/12/09 site plan suggested in the CLA letter dated 2/23/09 are to be incorporated into the site plan before the Special Exception document is signed for filing on the land records; 2) Prior to issuing any zoning permits for this project the Planning and Zoning Commission shall review the specific plan for construction sequencing, site plan for trailers, erosion and sedimentation control during construction and utilities features during construction; 3) During the construction, evidence of registration of a general permit for construction activities with the DEP shall be submitted to the Building file; 4) A minimum of one rumble strip in the two lanes approaching the two–way entrance driveway at the level of the 155 ft sight line distance and to maintain a level no higher than 193 elevation of the lawn area and the vegetative area approaching the corner and that any vegetations shall be set back 6 ft. back below the current indication of the 155 ft. sight line so that only grass shall be between the vehicle and the end of that sight line; 5) The background check procedure as presented in the public hearing shall be from the national background registry and shall be made part of the conditions of approval. A. Drobiak seconded the motion. There was no further discussion. There were 4 aye votes and 1 abstention and no nay votes. The ayes carried.

B. Discussion of the Borough regulations and Borough zoning map

The commission reviewed changes to the digital, tax parcel based zoning map making changes to minor lots on Aspinook Street, and Burleson Avenue lots. The commission reviewed the text amendments to the Borough Zoning Regulations for **Section 2.7** Administrative Procedures; **Section 11.2.13** Parking Requirements–Multifamily Housing. **Section 11.2.14** Parking requirements–Gasoline stations/convenience stores; **Section 13.5** Technical Review–Ordinance 144 Land Use Application Review Fees added to Appendix A; **Section 13.6.2.13** Waivers of landscaping, screening, and buffer requirements; **Section 13.9** Erosion and Sedimentation Control Plan Requirements; **Section 14.3** Abandonment–Intentional abandonment of non-conforming uses; **Section 15.1** Fees– Town Ordinance Section 144 – Land Use Application Processing and Review Fees; **Section 17.2** Variance Notification; **Appendix A**–Add Town Ordinance Section 144 – Land Use Application Processing and Review Fees. G. Rooke-Norman asked for any other changes.

G. Rooke-Norman stated that due to the hour the Griswold Zoning regulations, Griswold zoning map and Griswold subdivisions regulations will be discussed another time.

C. Discussion of the Griswold Zoning regulations, Griswold zoning map and Griswold subdivisions regulations

D. Discuss setting a date for a public hearing for those matters and to send those matters to the town attorney for review.

G. Rooke-Norman asked for a motion to schedule a public hearing for the Borough zoning map and Regulations. A. Drobiak made a motion to set the public hearing on March 9, 2009 at 6:15 p.m. B. Lukens seconded the motion. All were in favor. The ayes carried.

G. Rooke-Norman asked for discussion of extending the moratorium for the town and subdivision regulations to June 8, 2009. C. Kinnie made a motion to set a public hearing for extension of the moratorium for town, borough, and subdivision regulations for March 9, 2009 at 6:45 p.m. A. Drobiak seconded the motion. All were in favor. The motion was carried.

G. Rooke-Norman stated that the borough map and regulations will be sent to the town attorney for his review. C. Fontneau will send the language for the Open Space passive recreation to the attorney for his review.

5. Adjournment:

A. Drobiak made a motion to adjourn. B. Lukens seconded the motion. All were in favor. The meeting adjourned at 9:00 p.m.

Respectfully Submitted,

Donna M. Szall
Recording Secretary