Town of Griswold

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GRISWOLD PLANNING & ZONING COMMISSION
PUBLIC HEARING & REGULAR MEETING **APPROVED MINUTES**
GRISWOLD TOWN HALL **MARCH 09, 2015**

I. PUBLIC HEARING (6:30 PM)

1. Call to order

M. McKinney called this public hearing to order at 6:30 p.m. at the Town Hall Meeting Room

2. Roll Call

Present: Martin McKinney, Courtland Kinnie, Charlotte Geer, Erik Kudlis, James Krueger, Alternates Stewart B. Oakes, Tom Polasky, Town Planner Mario Tristany, ZEO Peter Zvingilas, Recording Secretary Donna Szall

Absent: Alternate Elias Baron

3. Determination of Quorum

There was a quorum for this public hearing.

4. Matters for Consideration

A. ZC 01-15 (Revised) BOUNDARIES, LLC, 179 PACHAUG RIVER DRIVE, GRISWOLD. Requesting a Text Amendment change in the Griswold Subdivision Regulations to Section 5.3.3 to add new language for Commercial/Industrial cul-de-sac requirements to all for parcel design flexibility.

M. McKinney asked if there was someone to represent the applicant. Attorney Harry Heller was here to represent Boundaries, LLC, John Faulise, a principle, was also present.

M. McKinney asked H. Heller if he would submit a request for an extension for this application because of the cancelled because of snow last month.

H. Heller explained that this is a text amendment to the Subdivision Regulations, not for the Town Zoning Regulations. He explained that the Commission has the discretion to make decisions that are in the best interest to the Town of Griswold. H. Heller stated that this text amendment will promote economic development in the town of Griswold He explained that he is representing clients with two separate parcels in the vicinity of Route 201 and Route 164 who may benefit greatly from this text amendment. He stated that the current cul-de-sac length limitations to 600 feet and, by waiver of the commission, can be extended to 1200 feet. He stated that they are proposing a regulation bifurcating the requirements for residential development from commercial/Industrial development.

H. Heller cited examples from Montville and Groton who have similar cul-de-sac requirements: Montville allows for cul-de-sac longer than 1500 feet. by waiver if there is the availability for adequate fire suppression; Groton give the commission the authority to increase the length of a cul-de-sac in an industrial/commercial developments to approve longer dead-end roads provided there is no detriment to the health, safety and general welfare of the public. He submitted copies of these cul-de-sac requirements for the record.

He stated that based on comments received from the planning staff, engineering consultant and town counsel, the cul-de-sac text amendment was revised so that the Commission can have the discretion to approve a cul-de-sac in excess of 1200 feet in length for commercial and industrial lots in a commercial/industrial subdivision.

H. Heller explained the February 23, 2015 revision to the text amendment for Section 5.3.3. He read subsection A that it provides that except for 5.3.3. (b) a dead-end street shall not exceed 1,200 feet. H. Heller explained that

Section5.3.3 (b) gives the commission authority in industrial and commercial subdivisions to approve a dead-end street that exceed 1,200 feet in length and provides certain criteria for consideration for approval of a cul-de-sac in excess of 1200 feet. He stated that it provides a standard for the commission to determine whether cul-de-sacs in excess of 1200 feet are appropriate 1) Public water supply for fire suppression is available. 2) The site can accommodate a circular turn around with a radius of 60 feet and a paved radius of 50 feet. 3) Whether there is a recommendation from the Economic Development Commission that the proposed the dead end street length would promote economic development in the town of Griswold. 4) If there is a reasonably likelihood that the dead-end street can be interconnected with an existing or proposed road. 5) That the developer is willing to dedicate a future access strip to the town of Griswold to the property line of the property being subdivided so that the connection can occur in the future. 6) That vertical and horizontal geometry of the proposed dead end street is sufficient to comply with ASHCO minimum sight line requirements for intersection lot driveway access with the proposed dead-end street. 7) that a snow shelf area meant to store snow as requested by Griswold's director of public work; and granting the commission discretion in approving a cul-de-sac road width greater than 24 feet but not exceeding 34 feet.

H. Heller stated the landscape for commercial and industrial development had changed greatly in Connecticut; he stated that the environment for commercial and industrial development is more competitive with other areas of the country; whereby incentives are being provided to developers to locate in certain areas and who will gravitate to those areas where the regulatory process is less adversarial and more user friendly.

H. Heller stated that for development in Griswold to be more user-friendly by allowing access to commercially and industrially zoned land that is not accessible because of the cul-de-sac length limitation with respect to the orientation and location of the existing large parcels in those zones in Griswold.

H. Heller stated that this text amendment regulation is consistent the Plan of Conservation and Development and he cited for the record Sections 3D, 3D2 Highway access, 3D4 Development Stimulus Policies. He stated that this regulation text amendment will open up areas of large parcels of developable land in the commercial/Industrial districts that do not have reasonable access for two means in ingress or egress.

H. Heller addressed the two sets of comments that he received this evening. NO PROPOSED MODIFICATIONS DEALING WITH CONSERVATION SUBDIVISION REGULATIONS. He stated that this text amendment does not deal with changes to residential subdivisions. NO PROVISIONS REGARDING TEMPORARY CUL-DE-SAC. He stated that the commission can take under consideration the reasonable likelihood of the interconnection of the cul-de-sac with another existing or proposed street. NO PROVISION OFFERED FOR CASE BY CASE NEED FOR EMERGENCY ACCESS. H. Heller stated that it was not unreasonable for the commission to allow itself the discretion to determine on a case by case basis whether emergency access would be required to protect the health, safety and welfare of community and did not object to that be added to the draft regulation. NO PROVISION OFFERD FOR REFERAL TO PUBLIC SAFETY OFFICIAL FOR EMERGENCY ACCESS AND CIRCULATION. H. Heller stated that while he did not agree with that; there would be no objection for that to be part of the regulation if the commission felt that it was important. NO REQUIREMENT FOR A TRAFFIC STUDY TO DETERMINE WHETHER EXISTING ROAD STANDARDS AND PROPOSED ACCESS IS SUITABLE FOR PROPOSED DEVELOPMENT ON A CASE BY CASE BASIS. H. Heller stated that he did not object to incorporating that in the regulation as it provides good information. NO REQUIREMENT FOR WATER MAIN DESIGN TO INSURE EMERGENCY WATER SUPPLY CAN BE PROVIDED THROUGHOUT THE DEVELOPMENT. H. Heller stated that he disagreed with that and that that the regulation provided that the commission considers whether public water supply is available and have placed that within the jurisdiction of the water supplier that their design standards have been met by the developer. PROVIDE FIVE 5 FEET OF ADDITIONAL RIGHT OF WAY AREA FROM EDGE OF PAVEMENT FOR SNOW STORAGE PLUS A 25 FOOT BY 30 FOOT EASEMENT AREA. H. Heller stated that the 25 foot by 30 foot easement area is in the regulation; and that he did not object to an additional 5 feet right of way.

H. Heller stated that there are additional comments entitled "Conditions of Approval". He stated that these should not be requirements but should be matters of consideration by the commission within the regulation. He cautioned the commission regarding the comment about whether or not to incorporate a boulevard type road. He explained that DPW's do not maintaining and plowing boulevard roads and the commission should get input from their director of public works. He stated considerations with respect to requiring a bond would be a disincentive to development which this regulation is trying to avoid in order to make development easier and more cost effective

and to open up land that is not currently accessible for economic development purposes. He stated that even development in phases or stages even with the potential of future inter-connection, the cost of the bond may be prohibitive and he did not support that.

H. Heller stated that that was the presentation with respect to the proposed regulation. M. McKinney stated that H. Heller did not have a problem with the other comments such as lighting or sidewalks. H. Heller stated that the commission should have the discretion of whether those items were warranted based on the scope and the location of the project and how it interconnects with other areas of the town. He stated that conceptually he did not object to it. M. McKinney asked for other questions from the public.

Thomas Giard, Chairman of Economic Development Commission stated that the applicant appeared before the EDC and offered the same concept to the EDC. He stated that for economic development, it is an inevitable change and how Planning and Zoning sees the change and applies other requirements is needed so there is control over the extensions of roads. He stated that the frontages on our state roads Routes 138, 164, 201, and 165 has been used up and that we must go deeper into properties that are zoned commercial and industrial. It will open up economic development and asked if the P &Z got a letter of support. M. Tristany explained that the letter was to be based upon the staff comments, town engineer comments. T. Giard does support this. He stated that it enables "land locked" parcels to be open to development. He stated that he did not believe that we had road standards for a business park or industrial park that is used by heavy equipment, trucks and traffic in and out. He stated that the road should be constructed to meet the desired use. He would like to see those road standards developed. M. McKinney asked for other public comment. He asked for comments from staff.

E. Kudlis asked H. Heller if he was aware about the lengths of cul-de-sac or access drives that do not have two means of egress, that were approved and that the lengths of those roads were. H. Heller explained that in Montville there is Enterprise Lane and Lakeview Drive off Route 85; it is a tee one tees of one coming in; and in combination, it is in excess of 3500 feet; Groton has an industrial park off of Route 117 the length is considerable but he did not have the exact length. M. McKinney stated in considering the lengths; in Montville the 3500 feet is not straight in and then it tees off for an additional length. He asked if it would be considered two cul-de-sacs and they would need two turning radii at the end of each dead-end road. H. Heller explained that he looked at a dead end system for how much frontage, how much potential uses and potential lots have only one means of ingress and egress. M. McKinney started that there could be potentially three or four dead end roads off of the main access. He asked if the proposal is based on one long dead end road or many dead-end roads. H. Heller stated that it is based on total linear footage. M. Branse stated that he always advise commissions to define cul-de-sac as any road or combination of roads having only one exit. He stated that any combination of roads does not change the risk factors of having only one way in or out for public safety and traffic flow. There was discussion of this matter including that the best way would be to have a cul-de-sac definition using 5.3.3 A as the definition.

M. Tristany stated that for the industrial and commercial areas, and especially for commercial development for manufacturing the uses would require water and sewer. He explained that there is limited public water and sewer Route 201 has water but no sewer; Route 164 and 138 have access to water and sewer; but water service on Rout3 164 is very limited by pressure and volume so development would require an auxiliary water source for fire suppression. H. Heller stated that he disagreed that sanitary sewer was required; he explained that in Montville the industrial location have onsite septic systems.

P. Zvingilas suggested that they get comments from the Fire Marshal for this application to allow the comments to be entered for the record.

M. McKinney asked for other comments. C. Kinnie agreed that those comments be added to the record. M. Branse listed his recommendations that there should be a blanket waiver for all types of subdivisions for cul-de-sac length to avoid a constitutional taking of use of property regardless of the length of a cul-de-sac. M. McKinney asked M. Branse to write language for this matter. He stated that the temporary cul-de-sacs. Chuck Eaton had recommendations; he stated that the demonstration should show, the recommendations given by Chuck Eaton and that the wording of "to to Commission's satisfaction" be added; he explained that a secondary emergency access should be added to the language which he can draft because it is a factor and explained how emergency access can be any passable route and if there is an available emergency route the length can be longer. M. Branse stated that a traffic study can be an option if needed and should be provided by the applicant in some cases and

referred to the town engineer. He stated that the language for water be "per the water company"; and that "Jewett City Water Company" be removed since in future it could be purchased.

M. McKinney asked about changes to the road specification for commercial and asked if it could be changed now or later. M. Branse stated that there should be a road spec for residential uses and commercial/industrial uses. There was discussion of this matter. He stated that sidewalks are a consideration for the Commission and explained that times have changed and people walk all the time in commercial/industrial parks. He stated that streetlights should be in the road specs and that in a commercial/industrial park, there could be three shifts.

M. Branse explained that with State Statute amendments, bonding has been limited for subdivisions whereby the developer has the options of building it first, building in phases, bonding it in phases; we cannot bond for future phases that have not been done yet. He stated that there should be a change in the text for temporary cul-de-sac requiring an access strip to the property line; he did not agree with that language and recommended language that the road pavement should go to the property line.

C. Kinnie stated that the extension of the pavement to the property line; he asked about the construction criteria where there will be an easement area for snow storage and asked where is the snow storage when the cul-de-sac is extended. M. Branse explained that the engineers design ears that are on a temporary right of way and those easements are automatically released when the road is extended. He stated that there can be language where the party doing the extending has the expense of removing the ears so that the snow storage in a linear pattern and putting in a new cul-de-sac. H. Heller stated that he had an issue with extending the constructed road to the properly line, he explained that this would be a disincentive to making the project feasible. M. Branse explained that the design is to the property and the last phase is to the property line. M. McKinney stated that all the drainage will be designed to go the property line. E. Kudlis stated that in a subdivision where there are two or three tees; are all of these cul-de-sacs are designed to extend every cul-de-sac to a possible egress point or only for one. M. Branse stated that those would be the very considerations that the commission would address. There was discussion of this matter regarding the commission's discretion for logical road patterns.

H. Heller submitted a request to grant an extension of time for this application to May.

M. McKinney asked for any other questions from the public. Hearing none, M. McKinney asked for a motion to continue the public hearing to next month at 6:30.
MOTION: C. Kinnie moved to continue the public hearing for ZC 01-15 at 6:30 p.m. on April 13, 2014 in the Town Hall meeting room. J. Kreuger seconded the motion. All were in favor. The motion was carried.

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

1. Call to order:

M. McKinney called this regular meeting to order at 7:22 p.m.

2. Roll Call

Present: Martin McKinney, Courtland Kinnie, Erik Kudlis, James Krueger, Charlotte Geer, Alternates Stewart B. Oakes, Elias Baron, Tom Polasky, Town Planner Mario Tristany, ZEO Peter Zvingilas, Recording Secretary Donna Szall

Absent: Alternate Elias Baron,

3. Determination of Quorum

There was a quorum for this regular meeting.

4. Approval of Minutes

A. Approval of Minutes of the Regular Meeting of January 12, 2015

M. McKinney asked for a motion to approve the minutes from January. There was no February. E. Kudlis moved to approve the minutes. C. Geer seconded. There were 4 aye votes and 1 abstention by J. Kreuger

M. Branse asked M. McKinney if counsel was needed for the other items. M. McKinney stated that the items did not need counsel.

5. Correspondence and Attachments

A. Connecticut Federation of Planning and Zoning Agencies, Quarterly Newsletter, Winter 2015, Volume XIX, Issue 1.

B. Connecticut Federation of Planning and Zoning Agencies Annual Conference on March 26, 2015

M. McKinney asked M. Tristany about the correspondence. M. Tristany explained that the correspondence was informational and that the Quarterly Newsletter had good articles in it. No action was required by the commission.

6. Matters Presented for Consideration

A. ZC 01-15 (Revised) BOUNDARIES, LLC, 179 PACHAUG RIVER DRIVE, GRISWOLD. Requesting a Text Amendment change in the Griswold Subdivision Regulations to Section 5.3.3 to add new language for Commercial/Industrial cul-de-sac requirements to all for parcel design flexibility.

M. McKinney stated that this item was continued from the public hearing and asked for a motion to table.
MOTION: C. Kinnie moved to table ZC 01-15 to the next regular meeting on April 15, 2015. J. Kreuger seconded the motion all were in favor. The motion was carried.

B. ZP 04-15 FRANK J. RUBINO 37 D MAIN STREET, JEWETT CITY. Requesting approval of a Zoning Permit in order to add a concrete Patio to an existing side walk for outdoor dining. Property is zoned BC - Borough Commercial

M. McKinney asked if anyone was here to represent the applicant. Frank Rubino explained that he is requesting to install a patio for outdoor seating and food service. He stated that you should have all of the updated information. M. McKinney stated that our concern was for the property lines, and who owns it and if it is a town road. He stated that we need to know who owns the property. F. Rubino stated that Andy Soulor owns the out to the middle of the alley. He explained that the owners of Arremony Building own eight feet out in the alley.

M. McKinney stated that this information should be on his site plan. F. Rubino explained that the parking behind his building is owned by Andy Soulor; and Rite Aid owns from the berm. M. McKinney asked if this information can be made to go on a drawing so that the commission knows that it is his property owner actually owns the land for the patio location. There was discussion of this matter including that there should be a current survey when the Arremony building was sold.

E. Kudlis stated that these items should be on the deed or on a survey map and should be referenced on the plan. M. Tristany stated that you want F. Rubino to have a note added to the plan for ownership. C. Kinnie stated that the property lines should be shown on the map. F. Rubino showed the commission a partial survey of the location; and he explained it to the commission. J. Kreuger asked if it was a viable two way road. M. Tristany stated that it is not a town road and explained that there were no references that it was a town road and the deeds to the 1800's there was no reference that it was a road. M. McKinney asked if it was going to be one way in or out. F. Rubino stated it would be a one way into the alley because going out was a problem with the on-street parking.

J. Kreuger asked what the serving hours would be for the patio. F. Rubino stated that it would be from noon time and food would be available until about 9 pm. J. Kreuger asked if it would close down. F. Rubino stated that after that it would be for smoking but no food service after 9 pm out there. F. Rubino stated that there would be no entertainment on the patio; that would be inside. M. McKinney asked if there would be drinking out there just as long as they were inside the fenced area. F. Rubino stated that the state requires a 30 inch fence or whatever the town requires. He stated that the fence would be 4 feet high. He stated that part of the fence would be removable. He stated that there are 3 entrances in to the building. There will be a gateway into the restaurant for handicapped accessibility; the only access to the patio will be from inside the restaurant. C. Kinnie stated that if you take the sheet that shows the property lines and make sure that the dimensions match and to put them on the site plan.

P. Zvingilas stated that there should be a letter from the Fire Marshal. F. Rubino stated that he did speak to the fire marshal and that he only had an issue with signage for one exit inside the building to move that emergency exit sign from the door to the patio to another exit. M. McKinney stated that there was no letter in the file. There was discussion of this matter. M. McKinney asked F. Rubino if he could put the information on to the site plan and we can discuss this at the next meeting.

Kevin Skulczyck, First Selectman, stated that the DOT has verbally mentioned that it was in favor of that alley not being an exit on to Route 12. He stated that he will get that information from the DOT to the commission.

M. McKinney asked for a motion to table.

MOTION: E. Kudlis moved to table ZP 3-15 to the April 13, 2015 meeting for the applicant to provide additional information to be added to the site plan. J. Kreuger seconded the motion. M. Tristany stated that the original application was denied without prejudice and the fees were waived. There was discussion of this matter including the receipt date of the application which was February 9, 2015. C. Kinnie asked that the site plan show stipulated signage will be added showing one way do not enter at Route 12 and enter from the other end. M. McKinney asked for the vote. All were in favor. The motion was carried.

M. Tristany will meet with F. Rubino regarding the requested information.

C. SE 01-15 TILCON CONNECTICUT, INC., 43 SIBICKY ROAD & 176 RIXTOWN ROAD, GRISWOLD. Requesting approval of a Special Exception for an earth products excavation and removal operating to be done in two phases with all material taken from the site to be hauled to the processing plant located on adjacent real property at 176 Rixtown Road, Griswold. Property is zoned Industrial.

H. Heller stated that he sent in a letter to withdraw this application because of comments from the town's engineer that the proposed activity was within the 150 foot upland review area of a wetlands system across from Sibicky Road. He stated that we resubmitted an application on Friday March 6, for the April meeting.

D. ZP 05-15 AMERICAN INDUSTRIES, INC. 630 PLAINFIELD ROAD, GRISWOLD. Requesting approval of a Zoning Permit to install three aboveground LP gas tanks at the existing asphalt plan to power the circulating oil burner. The tanks will be supported on cradles set on an existing pad formed from asphalt millings. A 6-foot high fence will enclosed the tank storage area. Property is zoned C-2.

M. McKinney asked if there was someone to represent the applicant. David McKay, Professional Engineer from Boundaries, LLC was presenting American Industries. He explained that this is for the proposed installation of three LP storage tanks to power the circulating oil burner. He showed the location on the site map where the storage tanks are to be installed and the location of the asphalt plant. He explained the exiting pad for two 1000 gallon tanks and 1 500 gallon tank enclosed inside a 6 foot chain link fence. He explained that the oil burner heats the asphalt at the appropriate temperatures. M. McKinney stated that it converting from the diesel oil used now to propane. D. McKay stated yes. He stated that this information was submitted the Fred Marzec who reviewed the information by email. He read the email find that the site plan was satisfactory and submitted it for the record

D. McKay stated that the setbacks for the tanks are approximately 115 feet from Route 12 highway line and 310 feet from the limited wetlands at Johnson Cove Road and the third corner is 290 feet to the approximate property line to another area of the Johnson cove Road. He asked for questions. M. Tristany asked if it was far enough from truck traffic. D. McKay showed the location of the truck traffic circulation and stated that there are existing concrete blocks around the existing pad which will be installed along the outside of the fence for further protection of the area. E. Kudlis asked if the existing oil tanks will be removed. D. McKay stated no, the existing tanks will remain to power the rest of the plant. M. McKinney stated that some of the smoke would be cut down. He asked for other questions from members. C. Kinnie asked if this in was in accordance with what DEEP requiring of this property as far as improvements for water and air quality and spill prevention plan; and has this been incorporated into the spill prevention plan. John Faulise stated that this is one of the steps to bring the plant into further compliance with the appropriate standards. He stated that a building permit was submitted; but after review by P. Zvingilas there were inadequacies with function and location and directed P. Camputaro to have a site plan; and it allows Mr. Camputaro to convert this plant to a cleaner fuel source. M. Tristany stated that the Fire Marshal report has been received so from a zoning standpoint we are good with it.

MOTION: E. Kudlis moved to approve ZP 05-15 American Industries, 630 Plainfield Road to install three above-ground LP gas tanks at the exiting asphalt plant per the site plan submitted. J. Kreuger seconded the motion. All were in favor. The motion was carried.

E. SE 02-15 H & M HOLDINGS, LLC, 2 and 4 BUSINESS PARK WAY, GRISWOLD. Requesting approval of a Special Exception to create a new development for automotive sales and service. Two lots are to be merged upon approval of this application. Property is zoned C-1.

M. McKinney asked if there was someone to represent the application. John Faulise, Boundaries, LLC stated that this site was a discussion for an official ruling. He stated that we have submitted a site plan and it requires a public hearing for the size of the building and the proposed use. We are requesting that a hearing be scheduled for the April meeting. M. McKinney asked how much time would be needed. There was discussion of this matter.

MOTION: C. Kinnie moved to set a public hearing for SE 015-15 for our next regular meeting on April 13, 2015 for 6:50 PM in this town hall meeting room. J. Kreuger seconded the motion. All were in favor. The motion was carried.

H. Heller stated that he did not thing the commission voted to approve the minutes of the last Meeting. M. McKinney stated we can go back. E. Kudlis moved to approve the minutes. C. Geer seconded the motion. All were in favor. The motion was carried.

7. Additional Business

A. Discussion of new information and updates regarding American Industries

H. Heller explained that American Industries met with a representative of the residential neighbors to the north a few weeks ago. They came to some agreements and those agreements are being incorporated into a plan that J. Faulise and D. McKay are working one and brought to the wetlands commission at this month's meeting. H. Heller stated that we are making substantial progress in addressing the neighborhood concerns.

8. Old Business

There was no old business.

9. New Business

A. Request for release of bond required from Kevin P. and Delaine Trahan for removal of gravel at 381 Bethel Road**.**

M. McKinney asked about this matter. P. Zvingilas stated that there should be a letter in the file requesting for the bond to be release. P. Zvingilas stated that the project is complete. M. McKinney asked if there was a site inspection. P. Zvingilas recommended releasing the bond.

MOTION: C. Kinnie moved to approve the release of the bond on the property of Kevin P. and Delaine Trahan for a gravel operation and is now restored. C. Geer seconded the motion. All were in favor. The motion was carried.

M. Tristany stated that we have an item to add under New Business.

M. Tristany explained that a request from Trinity Development Group., LLC in care of Danny Candales 187 Ross Hill Road, Lisbon regarding Stone Hill Estates subdivision, 1-14 Mandy Way, Griswold Connecticut to terminate the subdivision. M. Tristany read the letter for the record to release the passbook account. M. Tristany stated that the amount of the 24,040. He asked if members wanted to see the site plan. Danny Candales, owner of Trinity Development Group to return the amount held by J. C savings bank. He explained the original balance of $30,000 and that funds had been taken out for work done by the Griswold DPW for road improvements on Stone Hill Road and Route 138 leaving a balance of 29,040. He explained that Todd Babbitt regarding road work for repaving and for installation of pipe under Stone Hill Road for the amount of $1800. M. McKinney stated that if we release it, whatever the amount you work out is fine. M. McKinney asked if you can give up your rights for the subdivision. There was discussion of this matter. M. McKinney asked what the commission would like to do.
MOTION: E. Kudlis moved to approve the release of the bond as requested. C. Kinnie seconded the motion. M. McKinney stated that whatever you agree on for the release of the bond, we're not going to get into the number. All were in favor. The motion was carried.

D. Candales asked when this would be released. M. Tristany explained that we will get a letter up to the finance office and will give you a call when it is available.

10. Reports from the Enforcement Officer

A. Cease and Desist Order – Griswold Zoning Section 11.12 Baron, Et Al c/o. Edith & Jeanne Baron, 2116 Glasgo Road, Griswold

B. Discussion and possible change regarding temporary banners.

P. Zvingilas explained that the Jewett City Savings Banks is changed a $25 fee for banners on their building and would like permission to charge them a onetime fee for the year. There was discussion of this matter for any institution for a one time yearly fee for a certain number of times.

MOTION: E. Kudlis moved to charge a yearly fee of $100 a year for up to six times a year. C. Kinnie seconded the motion. All were in favor. The motion was carried.

C. Kinnie asked about Item A for the Cease and Desist. P. Zvingilas explained that Jean Baron, the property owner came to see him about the removal of the tires and rims but most of the vehicles are gone and those will be removed when the snow is gone.

11. Adjournment

C. Kinnie moved to adjourn. J. Kreuger seconded the motion. The meeting adjourned at 8:05 pm

Respectfully Submitted,

Donna M. Szall

Recording Secretary