



Town of Griswold



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GRISWOLD PLANNING & ZONING COMMISSION

SPECIAL MEETING MINUTES

APRIL 6, 2009

GRISWOLD TOWN HALL

I. SPECIAL MEETING (6:30 P.M.)

1. Call to order:

Vice Chair Martin McKinney called this special meeting of the Griswold Planning and Zoning Commission to order at 6:34 p.m.

2. Roll Call:

Present: Vice Chair Martin McKinney, Secretary Courtland Kinnie, Members Daniel DeGuire, Barbara Lukens, ZEO Peter Zvingilas, Town Planner Carl Fontneau, Recording Secretary Donna Szall

Absent: Chairperson Gail Rooke-Norman, Member John Taylor Alternate Andrew Drobiak

3. Determination of Quorum:

M. McKinney appointed B. Lukens to sit for J. Taylor. There was a quorum for this special meeting.

4. Zoning Regulation & Subdivision Regulation Update

M. McKinney asked C. Fontneau to go over the amended sections to the town regulations. C. Fontneau stated that we'll start with page 1. The following sections were discussed.

Section 1.1 Purpose. The purpose of these Regulations with the following wording added: And enacted in modified form most currently on June 11, 2007. **Section 1.3 Official Rulings:** wording changed from record owner to owner of record. Section 1.3.4 wording changed from in an alphabetical order to by street address.

Section 2.8 additional wording for zoning permits for specific building or development projects shall expire in two (2) years if the proposed project has not commenced or had progress reported by the Building Official at 6 month intervals and Special Exceptions shall not automatically expire as long as a Special Exception Document endorsed by the Commission Chairman or Secretary and describing the kind of special exception granted and any conditions of approval attached filed on the land records within 270 days of its approval by the Commission. If this Special Exception Document has not been filed within 270 days of approval, the approval by the Commission becomes null and void. When a new special exception document is filed on the land records for a parcel, it shall supersede and void all other special exceptions.

Section 2.9.2 Language added for road/drainage improvements to support subdivision lots or site or infrastructure plans for commercial projects where over 1 acre of land in total is disturbed shall be issued for additional permits required by other federal, state, or local entities and signed affidavit of permit details and/or registrations to include a General Permit for Construction Activities from CTDEP (forms and guidance document available from the Town Planner) as suggested in the Town of Griswold's Municipal Stormwater Management Plan, certification as required by the State Traffic Commission, certificate from Department of Public Utilities Commission, State Department of Health, Department of Environmental Protection,

Section 2.10 Replaces Application Fees and due dates with New Appendix A. Land Use Application Fees and Special Review Fee Ordinance for the Town of Griswold. **Section 2.10.2** fees can be reviewed and waived in whole or in part, on a case-by-case basis by the Commission for a not-for-profit or non-profit community organization, such as Habitat for Humanity and town boards or commissions. **Section 2.15** Language added for abutters notifications by First Class Mail, and proof of such mailing shall be evidenced by a certificate of mailing. Such ownership shall be indicated on the most recent Grand List.

Section 3.1.1 Language changed to the paper/Mylar official zoning map dated September 2000 and as amended occasionally through 2007 will be modified to follow outside boundaries of digital tax parcel map layer and the districts modified as shown on the replacement digital Official Zoning Map to be made effective on -- -- 2008.

Section 4.2 Permitted uses. Added language: provided appropriate site plan review materials have been reviewed and approved by the Zoning Enforcement Officer or the Commission (see Section 2.2.2 for more details of Zoning Permit requirements. **Section 4.2.6** Added language for garage sales limited to 4 times a year each for three consecutive days with adequate off road parking on a state highway and activities which exceed the number of events stipulated by this section must apply for a "Home Occupation Permit", Zoning Permit, or Special Exception, whichever is applicable. **Section 4.2.7.3** Moratorium Language

Section 4.3.10 Additional language for kennels with more than 6 dogs over six months of age and for commercial purposes. **Section 4.3.16** Neighborhood Housing Retirement communities. **Section 4.3.17** New language: for public service structures such as pump stations, associated piping, and water towers up to a maximum height of 100 feet for service, pressure maintenance, and fire protection.

Section 5 R 20 Zone High Density Residential Districts deleted in its entirety.

Section 6 C-1 Village Commercial additional language: **Section 6.2.1** change language from less than to **up to 5000 s.f.** **Section 6.2.2** change language from less than to **up to 5000 s.f.** **Section 6.2.3** change language from less than to **up to 5000 s.f.** **Section 6.3.17** Public Service Structures such as pump stations, associated piping, and water towers up to a maximum height of 100 feet for water service, pressure maintenance, and fire protection. **Section 6.3.18** Neighborhood Housing Retirement Communities

Section 7.3.21 Added language: Public Service Structures such as pump stations, associated piping, and water towers up to a maximum height of 100 feet for water service, pressure maintenance, and fire protection.

Section 8.3 Business Park District – wording changed from bond to performance guarantee. **Section 8.4.9** added language Child and **Adult** Day Care. **Section 8.6 Lot Coverage** language changed from 60 % to 50 % maximum lot coverage and The Planning and Zoning Commission may, by Special Exception, increase said maximum lot coverage to ~~eighty percent~~

~~(80%)~~ seventy percent (70%) of the total lot area, provided that the stormwater generated by all impervious areas is subject to collection in an approved stormwater management system designed and constructed in accordance with as long as low impact development techniques to reduce stormwater impact using the guidelines of the current Connecticut Department of Environmental Protection Stormwater Management Guidelines Manual (2004) or more recent amendments. There was discussion of Section 8.8 sidewalks. **Section 8.9.1.5** Minimum Side and Rear Yard Requirement: 30 feet. Minimum side and/or rear yards requirement where abutting any Residential (R) district: Change from 100 ft. to 50 feet. (06/28/06)

Section 9.4.3 New language. Public Service Structures such as, associated piping, and water tower up to a maximum height of 100 feet for water service, pressure maintenance, and fire protection.

Section 10 Dimensional Requirements. All R-20 requirements deleted.

Section 10.1.1 New Language ~~Where public water and sewer are not available on lots in R-20 Districts, the minimum lot size shall be the same as required in an R-40 District.~~ Interior or rear lots served by at least a 50 foot access to improved town or state road frontage shall have at least twice the required minimum lot size for the underlying zone not including the access strip or any part of the parcel under 100 feet wide. **Section 10.1.2** New Language Rear lots in a conservation subdivision must be one- and one-half times the minimum lot size of the underlying zoning district. Rear lots in a conservation subdivision may have one 50 foot access strip for a common driveway to serve up to four lots with up to two tiers of rear lots as long as the length of the common driveway segment does not exceed 600 feet.

Section 10.2 Minimum Street Frontage; **Section 10.2.2.** New language: Not more than ~~two~~ four such lots with reduced frontage shall be located adjacent to one another in either one or two tiers behind the frontage lots. **Section 10.3** R 40 minimum front yard changed from 30 ft. to 50 ft. **Section 10.4 Business Park:** 100 ft. reduced to 50 ft. **Section 10.5 Maximum lot coverage:** changes R-40 from 15% to 20%, C-1 35 % to 45%, C-2 40 % to 50%, I from 40% to 60% **Section 10.6** Maximum Building Height New language added. **Section 10.7** New language. Use of Non-Conforming Lots, Merger. **Section 10.8** New Section Driveway Access Standards. Sections 10.8.1 through 10.8.7 **Section 10.9** Common and Loop Driveways Section 10.9.1 through 10.9.11; **Section 10.9.2** changed to approval by site plan review.

Section 11.8.2.11 (f) additional language for stone wall characteristics.

Section 12.5 Multi-family Dwellings in R-20 zone removed in its entirety.

Section 13.3.11 New language Location and Configuration of all Driveways, Common or Loop Driveways. **Section 13.3.12** new language Location of boundary stonewalls and stonewalls on the road frontage including the proposed existing/new location, construction details, and typical cross-sectional dimensions of any stonewalls that are to rebuilt or relocated. **Section 13.7** additional language for Performance Guarantee. **Section 13.7.1** discussion to change the cost calculation. **Section 13.8** and **Section 13.9** regarding site plan amendments to previously approved zoning permits and special exceptions.

Section 14.2.14 Non-Profit Small Domestic Animal Shelters- One space per 500 square feet of shelter area over and above any residential requirements. **Section 14.2.15 Multifamily Housing Units__**Two outside spaces for each unit up to three bedrooms. Spaces internal to a garage, accessory structure, or carport shall not count toward this parking requirement. **Section 14.2.16 Gasoline Stations/Convenience Stores** One outside parking space for each

150 square feet of inside display area. Spaces under a gasoline canopy, carport or other accessory structure shall not count toward this parking requirement.

Section 15.3.6 New Language For a Special Exception with a Hotel of over 80 rooms or a commercial use with one shopping center of more than 200,000 square feet of floor space and more than 1200 parking spaces, one community use sign of up to 40 feet in height and 400 square feet in size may be permitted, located, and shown in detail on the project plan sheet. In addition, up to one raised sign of 100 feet in height above grade and 200 square feet in size may be granted remote to the use but located on the same parcel specifically for visibility and advance warning from the interstate highway.

Section 17.3 Variance Notification. new language by First Class Mail, and proof of such mailing shall be evidenced by a certificate of mailing. Such ownership shall be as indicated on the most recent Grand List. Said notices shall contain the following information:

Section 20.1 Effective date language

Section 21.1 Definitions by alphabetical order and additional definitions for Agricultural Buffer, Impervious Surfaces, Lot Coverage, Stonewall Types,

C. Fontneau asked if the commission wanted to review the 12.21 now or wait. There was discussion of this matter. The members agreed to review the text for the next meeting.

5. Adjournment:

M. McKinney asked for a motion to adjourn. B. Lukens made a motion to adjourn. D. DeGuire seconded the motion. All were in favor. The meeting adjourned at 8:45 p.m.

Respectfully Submitted,

Donna M. Szall
Recording Secretary