



Town of Griswold



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GRISWOLD PLANNING & ZONING COMMISSION

SPECIAL MEETING MINUTES

JUNE 28, 2010

GRISWOLD TOWN HALL

I. SPECIAL MEETING (7:00 P.M.)

1. Call to order:
2. Roll Call:

Present: Chairperson Gail Rooke-Norman, Vice Chair Martin McKinney, Secretary Courtland Kinnie, Members Daniel DeGuire, John Taylor, Alternates Erica Bevis, Heather Edge, Lawrence Laidley, Town Planner Carl Fontneau, Recording Secretary Donna Szall

Absent: ZEO Peter Zvingilas

3. Determination of Quorum:

There was a quorum for this regular meeting.

4. Matters Presented for Consideration:

A. Request for a release of \$20,000 of the \$30,000 of the passbook bond leaving \$10,000 for the remaining off site improvements for **ZP 01-10 DELMAC, LLC, 166 Preston Road, Griswold, CT. Property location 134 & 140 Preston Road, Griswold.** Application originally approved on September 14, 2009 for a minor site plan change under Section 13.9. Property is zoned C-1 & C-2.

G. Rooke-Norman asked where the 7/14/2009 minor site plan change was being reviewed by Mr. DeLuca. C. Fontneau state that that 7/14/2009 plan was being reviewed by David Held. G. Rooke-Norman explained that there are different town engineers reviewing this site. David Held is reviewing the plan for the on-site plans and inspections for the Travel Center and Carwash; and Bob DeLuca was reviewing the off-site plans and inspections for the Travel center, hotel and restaurant.

M. McKinney stated that any change on the gas station would be reviewed by C. Fontneau. C. Fontneau explained that there were reviewed by the Fire Marshal and by David Held but that there was a questions as to whether there would be an administrative approval or review by the commission. G. Rooke-Norman stated that this was discussed at the April 12, 2010 meeting and that issued has not been resolved. M. McKinney asked C. Fontneau if he did a staff review. C. Fontneau stated that there were successful reviews by the Fire Marshal and David Held and that David Held was good with the grading the changes to the piping.

L. Laidley arrived at 7:15 pm.

G. Rooke-Norman stated that if the developer makes changes without firm approvals they do so at their own peril. She stated that the issue is who are the town engineers reviewing things for us and we asked Mr. DeLuca to be here to give his report of what he has reviewed. She stated that that administrative change has been implemented and section 13.9 and it was stated on the tapes that a positive report from the engineer and fire marshal and there were adequate positive reports. C. Fontneau stated he got the positive reports. G. Rooke-Norman stated that the commission did not but asked C. Fontneau to give the commission those reports. She read section 13.9 that if the minor changes are deemed as within the scope of the permit, then an administrative letter reviewed by the Planner and signed by the Chair and as a letter to the file C. Fontneau stated that the letter has not been written yet. G. Rooke-Norman stated that this protects the interest of the town and the developer can go on with the project.

G. Rooke-Norman stated that this was brought up and ties in with the release of \$20,000 of the \$30,000 of the passbook bond. She asked if everyone received the most recent letter from CLA Engineering. B. DeLuca stated that he passed a letter dated today to the commission. She stated that this letter is in regard to the drainage improvements. She read the letter for the record. B. DeLuca stated that the plan is the as-built before the commission showing the elevations of the pipe installations. M. McKinney asked if he did site visits. B. DeLuca stated yes. G. Rooke-Norman asked about the plantings at the rear of the site. B. DeLuca stated that the plantings are for the rear of the ponds and are a part of the function of a naturally vegetative buffer around the wetlands. She stated that the town engineer recommends maintaining \$12,000 of the bond to provide erosion and sedimentation controls, seed, and mulch at bottom of ponds and establishing final grown.

G. Rooke-Norman asked B. DeLuca if he has anything to add to the letter. B. DeLuca stated that the applicant has ordered a special seed for the pond bottoms and should get it soon. He stated that there are 14 wetland plantings at the back of the pond and they should be installed now rather than later when the ponds would have to be disturbed. G. Rooke-Norman asked if he reviewed the how on-site changes have impacted the off-site design. B. DeLuca stated it wasn't part of his review but he did look at it and on the last revised plan of the Gas Station, there were maintain the same grades connecting the hotel site near the travel center, the connection points remain the same. John Faulise stated that the on-site grades changed and the elevations of some of the catch basins have changed but the invert elevations and the sump elevations have not changed and this plan was reviewed by David Held in April. B. DeLuca stated that these changes do no affect the hotel site and that the hotel site was raised about a foot and would not affect drainage. J. Faulise stated the grade was changed because the tanks were moved down gradient so that the pump islands when they are off can gravity flow back into the tanks.

G. Rooke-Norman asked if the cars will be coming in a foot higher that would affect the residences across the street. M. McKinney asked about the berm. J. Faulise stated that the berm will run across the site and that SRS asked about the landscaping and they wanted to add more. He told them that the landscaping on the plan is the minimum landscaping and more can be added. J. Faulise stated that the pad has a slope to it with the north end the same and the South end at the car wash site increased by about a foot. G. Rooke-Norman asked if the berm will be raised a foot to reflect the pad. J. Faulise stated that it will be raised and that it is about 8 inches but can be raised a foot. There was discussion of this matter. G. Rooke-Norman asked if the berm can be raised. J. Faulise stated that it can be raised without any problems and that the berm will be adjusted to mirror the changes to the pump island.

G. Rooke-Norman asked when the travel center was expected to be done for a CO. J. Faulise stated that he spoke with SRS and that it looks like the end of July. She asked if the permits for the sewer will be obtained and a permit from the JCDPU. J. Faulise stated that the sewer installation is slated for next Thursday. G. Mackin stated that all the permits are in place. G. Rooke-Norman asked if it showed the changes to the sewer lines. J. Faulise stated that there were no changes to the sewer lines. G. Rooke-Norman state C. Fontneau said there were

changes to the sewer line. J. Faulise stated that the only change to the sewer lines where changes to the oils separator for the car wash. C. Fontneau stated that the actual placement of the sewer line on the hotel site and would eventually serve the gas station. J. Faulise stated that any plans he as seen show the sewer lines in the same place running up the access road to the rear of the gas station. He asked B. DeLuca if it ran that way on the hotel plans. B. DeLuca stated that it is the same on the hotel plans. J. Faulise explained the locations of the sewers to the commission. G. Mackin explained that SRS any changes with the utility companies, CL & P, and the JCDPU. There was discussion of this matter including that an as-built will be done for SRS when it is completed.

G. Rooke-Norman read the list of the items covered by the bond of the May letter from CLA Engineering and asked B. DeLuca if those items were done. There was discussion of this matter including the replacement of the cement pipe with polyethylene pipe.

M. McKinney stated that the hotel is increasing the rooms from 99 to 109 so there will be more parking and all the paring will have to be redone. G. Mackin stated that the site belongs to the Hotel and if they madding modifications, then they will come before the commission for approval of any modifications. G. Mackin stated that there is a letter from the company and they are aware that they must come before the commission. There was discussion of this matter including additional plantings by the hotel to screen the basins.

G. Rooke-Norman asked if any of the commission members did a site walk.

C. Kinnie stated that he walked the site with Mr. Mackin and he saw Mr. DeLuca there. He stated that there were a couple of significant showers today and that the three sediment basins held up nicely and they were raked and tamped and hydro-seeded. He stated that the silt fence is in place and chipped up to the silt fence which is a CTDOT recommendation. He stated that the silt fence looks good and is in place all around the whole back perimeter. All the structures are in place the stone work, the spillways, the catch basins are in place but not cemented until the hotel works out the grades with the gas station before the covers can be set. He stated that he understands about the wetland plantings and the seed for the basins has been order; but he stated that there is grass growing in the basins already.

G. Rooke-Norman stated that there is a recommendation from the town engineer for an amount of \$12,000 to be retained. She asked B. DeLuca if the recommended amount is if the plantings are not done. B. DeLuca stated the plantings are about \$3,000, there is his fee of \$3,000, and \$5,000 for erosion and sedimentation controls and site cleanup. G. Rooke-Norman stated that the reviews and inspections by Mr. Held and Mr. DeLuca are paid by the application. C. Fontneau stated yes, he forwards the engineers bill on to the applicant and CO is not issued until the bill is paid. G. Mackin stated that more work is needed on the driveway and there is a \$90,000 bond for the travel center for the road and the utilities. He asked if \$25,000 could be released with \$3,000 for B. DeLuca. G. Rooke-Norman stated that Mr. Mackin is requesting to retain \$5,000 to remain in the bond and the Town engineer is recommending \$12,000. There was discussion of this matter.

G. Rooke-Norman asked for questions or comments from board members. D. DeGuire had no comments. M. McKinney had no comments, J. Taylor had no comments, E. Bevis had no comments. H. Edge asked how large the ponds were. B. DeLuca stated that they were 4,000 sq ft, She asked if there was enough seed for those ponds. G. Mackin explained that the grass seed is a wetlands grass seed is to help control the water.

G. Rooke-Norman asked if the engineer has reviewed the constructed systems on the hotel site and the travel center. B. DeLuca stated that he doesn't review the travel center but the constructed systems for the travel center and the hotel site are done. M. McKinney asked if to accommodate the water load. B. DeLuca stated the impervious surface has not been changed.

G. Rooke-Norman asked if the construction meets the approved plans on file. B. DeLuca stated as far as how it is installed. B. DeLuca stated that there were no tests; there are visual inspections and the as-built plan covers that the elevations into the basins are accurate. G. Rooke-Norman asked if he determined that the actual grads will not negatively impact the system negative if the hotel and restaurant and constructed as approved and shown on the original plans. B. DeLuca stated that based on the revised plans, he does not see any issues for it to not to function properly.

G. Rooke-Norman suggested \$9,000 or \$10,000. C. Kinnie asked G. Mackin about the stock piles of cost for regarding or removal. G. Mackin stated that it would be about \$1,000. G. Rooke-Norman asked if they were topsoil, G. Mackin stated they were subsoil. M. McKinney asked about the pipes sticking out of the ground. B. DeLuca stated that those pipes have been covered; and he stated that an appropriate amount of money should be bonded would be for site restoration, making sure the growth is established and many of these improvements did not need to be bonded. M. McKinney suggested \$8,000 or \$9,000. G. Rooke-Norman stated she was okay with \$9,000. E. Bevis agreed with \$9,000. There was discussion of this matter including that this is a private project and that \$30,000 held by the Travel Center to finish the site, \$30,000 for the internal roadway construction, and \$30,000 for sanitation and utilities for a total of \$90,000.

M. McKinney stated that \$8,000 should be retained. C. Kinnie stated that to allow for payment to CLA and the wetland plantings, Mr. Mackin said 1,000 to pay for the seed, He recommended \$7,000.

M. McKinney made a motion to reduce the bond to \$7,000 for off-site portion for ZP 01-10 DELMAC LL. D. DeGuire seconded the motion. All were in favor. The ayes carried. G. Rooke-Norman asked B. DeLuca to get an updated invoice to the town. G. Mackin thanked the commission for this special meeting.

5. Adjournment:

J. Taylor made a motion to adjourn, H. Edge seconded the motion. All were in favor. The meeting adjourned at 8:15 p.m.

Respectfully Submitted,

Donna M. Szall
Recording Secretary