



Town of Griswold



28 Main Street
Griswold, CT 06351
Phone (860) 376-7060, Fax (860) 376-7070

GRISWOLD PLANNING & ZONING COMMISSION

SPECIAL MEETING & REGULAR MEETING MINUTES

AUGUST 11, 2008

GRISWOLD TOWN HALL

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

1. Call to order:

Chairperson Gail Rooke-Norman called this Special Meeting 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, Town Planner Carl Fontneau, Recording Secretary Donna Szall

Absent: Secretary Courtland Kinnie, Member John Taylor, ZEO Peter Zvingilas,

3. Determination of Quorum:

There is a quorum for this special meeting.

4. Zoning Regulation & Subdivision Regulation Update

There was discussion of the 12.21 Neighborhood Retirement Housing. C. Fontneau explained that the town can have age restricted housing in the R-40, R-60, R-80, C-1, C-2 and I zones with a minimum of six acres and 50 feet of frontage to accommodate a road for cluster housing and an open space requirement. There was discussion of this matter.

C. Kinnie arrived at 6:40 p.m.

G. Rooke-Norman asked if as a condo association the units could be rented. C. Fontneau explained that someone would own the units and they could be rented.

M. McKinney asked about parking. C. Fontneau stated that there should be two parking spaces outside and not including the garage.

Sections 12.21.1, 12.21.2 and 12.21.3 were discussed regarding the wording to be consistent and should be age 55 and over; not elderly. There was discussion of this matter.

M. McKinney had concerns for the roadway and that it could be turned over to the town for maintenance and snow removal. He stated that the standard should be different for a private road. There was discussion of this matter.

M. McKinney asked about public water and public sewers. There was discussion of this matter.

Section 12.21.6 Open space requirement was discussed. C. Fontneau stated that open space is 40 percent including walkways, pathways and locations of community wells and septic systems. G. Rooke-Norman stated that the parking should not be part of the open space. There was discussion of this matter.

M. McKinney stated that he was concerned with the overlay for C-1, C-2 and Industrial. G. Rooke-Norman voiced her concerns for using C-1, C-2, and Industrial zones and she cited Triangle Wire as an example. There as discussion of this matter.

G. Rooke-Norman 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 7:12 p.m.

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

1. Call to order:

G. Rooke-Norman called this regular meeting of the Griswold Planning & Zoning Commission to order at 7:12 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, Town Planner Carl Fontneau, Recording Secretary Donna Szall

Absent: Member John Taylor, ZEO Peter Zvingilas

3. Determination of Quorum:

G. Rooke-Norman appointed B. Lukens to sit for D. DeGuire for voting matters.

There was a quorum for this meeting.

4. Approval of Minutes:

A. Approval of Minutes of the Regular Meeting of June 9, 2008

G. Rooke-Norman asked for approval of the minutes of June 9, 2008. B. Lukens made a motion to approve the minutes as written. M. McKinney seconded the motion. All were in favor. The ayes carried.

B. Approval of Minutes of the Special Meeting of June 23, 2008

M. McKinney made a motion to approve the minutes of June 23, 2008. G. Rooke-Norman seconded the motion. All were in favor. The ayes carried.

C. Approval of the Minutes of the Regular Meeting of July 14, 2008

B. Lukens stated that there was a correction to the minutes of July 14 on page 4 and that the word not should be added to "not signed or filed". B. Lukens made a motion to approve the minutes as amended. C. Kinnie seconded the motion. All were in favor. The ayes carried.

5. **Zoning Regulation & Subdivision Regulation Update**

6. **Correspondence and Attachments:**

A. Letter received July 15, 2008 from Jess-Shele Holdings I, LLC with a second request for FOI.

G. Rooke-Norman asked C. Fontneau to put this information together. She asked if there were any other correspondence that should be reviewed. C. Fontneau stated that Item C will be discussed later in the agenda.

B. Letter dated July 16, 2008 from State Traffic Commission to Elizabeth Osga, Superintendent of Schools regarding recording of Traffic Investigation Report

C. Letter dated July 28, 2008 Randy Brown, Clearwater Home Improvements of a bond reduction for Danika Way in Danika Estates from \$286,365.00 to \$17,181.90.

D. Four Point Student Safety Plan for Griswold Middle School 2008-09 during School Construction

E. College of Agriculture and Natural Resources Journal, University of Connecticut, Volume 16, No. 2 Summer 2008

F. Connecticut Wildlife Magazine, CT DEP, Bureau of Natural Resources, Wildlife Division, July/August 2008

7. **Matters Presented for Consideration:**

A. **SUB 11-08 Wolinski, Dana E., 77 Browning Road, Griswold, CT.** Applicant requests approval of a 2-lot subdivision of 7.51± acres consisting of two interior lots: lot 1 with 4.35± acres and proposed new lot 2 with 3.16± acres. The property is in the R-60 zone.

G. Rooke-Norman asked if there was someone here to represent the applicant. Demian Sorrentino, certified planner and soil scientist, Boundaries, LLC explained that there were three outstanding issues from last month. He submitted the Inland Wetlands declaratory ruling that there was no activity in the wetlands/watercourses for the record. He explained that the request to show a shared driveway was explored by the surveyor and the homeowner and it was determined that there would be a damming effect so the separate driveway will be used with check dams installed to control water runoff. D. Sorrentino explained the sight lines for lot one and for lot 2 and that a sight distance table was included on the site plan. John Faulise, Boundaries, LLC explained that he did the field measurements for the site lines. There was discussion of this matter.

M. McKinney asked about the pitch to the top of the lot and did it have a 10% threshold. D. Sorrentino stated yes it had a 10% grade that will be paved in the areas that are 10%. He did not know if the entire driveway would be paved. G. Rooke-Norman asked what was there below the two driveways. D. Sorrentino stated that the grade line came to the end of the existing driveway. M. McKinney asked if the existing driveway would be upgraded and G. Rooke-Norman asked if the existing driveway would be paved. J. Faulise stated that the driveway permit was pulled through the selectman's office years ago and that the slope does not exceed 10%. D. Sorrentino stated that the slope does not exceed 13% at its steepest. There was discussion of this matter.

G. Rooke-Norman asked for questions. C. Fontneau stated that the motion should identify the subdivision number and the site plan revision date.

M. McKinney made a motion to approved SUB 11-08 with the revised site plan of 7/23/08 with the condition that any portions of the driveway on the new lot that exceed 10 percent shall be paved, C. Kinnie seconded the motion. G. Rooke-Norman asked for discussion. She asked for vote. All were in favor. The ayes carried.

B. SUB 12-08 Wolinski, Paul, 21 Goldstein Road, Griswold, CT. Property location: 11 & 21 Goldstein Road, Griswold. Applicant requests approval of a 4-lot subdivision consisting of 6.91 ± acres with proposed 2 new lots; lot 1 is 1.63 ± acres; lot 2 is 3.10 ± acres; lot 3 is 1.11 ± acres; lot 4 is 1.07 ± acres. The property is in the R40/R60 zone.

G. Rooke-Norman asked if there was anybody here to represent the applicant. Demian Sorrentino, certified planner and soil scientist was here to represent the applicant. He explained that lot 3 was revised and is 1.22 acres for a total of 40,000 s. f. in the R-40 zoning district and are cited on the plan. He stated that there are two outstanding issues. He submitted the Inland Wetland's declaratory ruling that there was no activity within the wetland/watercourse or upland review area for the record. He explained that the issue of a split zone on subdivision lots was referred to the town attorney who stated that 40,000 s.f. of lot area should be provided in the R-40 zone. He stated that the lot area was increased to 40,000 s.f. in the R-40 zone by taking area from lot 4. He stated that there is 41,634 s.f. of area for lot 4.

D. Sorrentino explained Sheet 2 for the sight lines for lots 1, 2, 3 and 4. He stated that the sight distance table was added to the site plan. There was discussion of this matter.

G. Rooke-Norman asked if the commission had any questions.

M. McKinney asked about the septic system. D. Sorrentino stated that the septic systems will remain the same on the existing houses on lot 1 and lot 4 and that they have demonstrated code compliant areas for reserve septic systems for those lots. He stated that there is a letter in the file from Sanitarian A. Gosselin.

G. Rooke-Norman asked for any other questions. C. Kinnie made a motion to approve SUB 12-08 with the revised site plan date of July 23, 2008. M. McKinney seconded the motion. All were in favor. The motion was carried.

C. ZP 19-08 Mooney, Michael, 9 Rachel Lane, Voluntown, CT. Property location: 1071 Voluntown Road, Griswold. Applicant requests approval for construction of a one-story, 5,000 s.f. building, and parking. The property is in the C-2 zone.

G. Rooke-Norman asked if there was anyone here to represent the applicant. Pat Lafayette, Development Solutions presented the application. He explained that there was additional information that was requested. He explained that the location map showing the parcel the lot was cut from as well as to Route 138 and to Latham Road was added to the site plan. P. Lafayette explained that the distance between the Driving Range and the subject property is 225 ft. consisted of wooded land.

P. Lafayette stated that there is a detail on sheet 2 regarding the sign. He stated that the drainage and bond estimate was reviewed by the town engineer. C. Fontneau stated that when he sent it to the engineer, he included the turning radii. P. Lafayette stated he received a copy of the comments from the town engineer and those comments have been addressed and added to the plan. P. Lafayette state that we revised the drainage calculations and the suggested increase of the bond to \$40,000. C. Fontneau stated that he received a phone call from Bob Deluca at 4:00 p.m. today with further changes. He stated that the drainage calculations were workable and the detention lines are okay. C. Fontneau explained that the engineer

recommended the bond estimate should be increased to a \$60,000 letter of credit. There was discussion of this matter.

C. Fontneau stated that B. DeLuca stated the traffic flow should be a more gradual taper from the front from the pavement to the corner of the building.

M. McKinney stated that the size of the building was not changed to 4999. G. Rooke-Norman stated that it must be changed and shown on the site plan for this can be approved. There was discussion of this matter regarding changes to the map and the application.

G. Rooke-Norman asked about the bond estimate. C. Fontneau stated that we got P. Lafayette's respond back from the recommendations of B. Deluca. He stated that B. DeLuca's phone call today recommended that the bond be \$60,000. M. McKinney stated to split the difference for the bond to \$55,000. There was discussion of this matter.

G. Rooke-Norman asked P. Lafayette to modify his application to show the 4999 s.f. building and agree to the bond of \$55,000. P. Lafayette stated yes.

D. DeGuire recommended tabling this application to the next regular meeting. C. Fontneau stated that this application needs to be approved or the applicant grants an extension. There was discussion of this matter.

G. Rooke-Norman asked for an explanation of the other piece. C. Fontneau stated that there was a gradual taper off from the highway to the driveway. P. Lafayette explained that this for better access where the handicapped ramp met the pavement. He showed the changes to the commission. There was discussion of this matter including the 4 ft. sidewalk.

G. Rooke-Norman asked about the signage. C. Fontneau stated that it meets the zoning regulations and that the signs on the doors are compliant with zoning.

G. Rooke-Norman asked P. Lafayette to modify the site plan to show the 4,999 building size. P. Lafayette stated yes. She asked if he would change the estimate to \$55,000. P. Lafayette stated yes. G. Rooke-Norman stated that bond for ZP 19-08 and to change the cash bond or letter of credit to \$55,000 and change the building square footage to 4,999 s. f. P. Lafayette made changes to the site plan dated 8/8/08 and submitted it to the commission.

M. McKinney made a motion to approve ZP 19-08 Mooney Property located at 1071 Voluntown Road that the application change to the square footage of 4,999 s. f. on the building and the letter of credit or cash bond of \$55,000. B. Lukens seconded the motion. All were in favor. The aye carried.

D. ZP 01-09 Gervais, Jaclyn I., 115 Arrow Head Drive, Griswold, CT. Applicant requests approval for a home occupation to conduct therapeutic massage services. The property is in the R-40 zone.

G. Rooke-Norman asked if anyone was here to represent the applicant. Jaclyn Gervais presented her application to the commission. She explained that she want to have a therapeutic massage home occupation out of one bedroom of her home. She explained that the bedroom would be on the second floor. G. Rooke-Norman asked if she would be making or selling lotions or gels. J. Gervais stated no, she would not sell lotions or gels; and if she made them she would use them herself. There was discussion of this matter.

G. Rooke-Norman asked the width of the driveway. J. Gervais explained that it was 15 ft and that it got wider closer to the house. There was discussion of this matter. G. Rooke-Norman asked if there would be a waiting room. J. Gervais stated that there would not be a waiting room

because she would schedule the customers so there would be little overlap. G. Rooke-Norman asked if there was overlap, would the customer wait in their car. J. Gervais stated yes.

B. Lukens made a motion to approve the application as presented. M. McKinney seconded the motion. G. Rooke-Norman stated that there was a three-year renewal for the permit and that the permit does not transfer with the property. C. Fontneau stated that there can be a four s.f. sign for location purposes. G. Rooke-Norman asked for the vote. All were in favor. The ayes carried.

E. SE 02-08, DELMAC, LLC, 134 & 140 Preston Road, Griswold. Applicant requests approval of a site plan amendment to the approved gas station site plan revised September 9, 2007 to add diesel pumps at the islands for intended use by passenger vehicles and to eliminate note 4 on the special exception condition. The property is in the C-1 & C-2 zones.

G. Rooke-Norman stated that this requires a public hearing. B. Lukens made a motion to schedule a public hearing for SE 02-08 on September 8, 2008 at 6:30 p.m. in the town hall meeting room C. Kinnie seconded the motion. All were in favor. The ayes carried.

8. Additional Business:

A. Letter from Walter Held received July 21, 2008 for **SE 02-01 Held, Walter & Linda, 100 Brewster Road** requesting approval to renew a special exception for a private restricted landing area located at 100 Brewster Road. The property is in the R-80 zone.

Walter Held presented his request for a renewal of his special exception. He explained that there were no changes. G. Rooke-Norman stated that since there were no changes, there was no need for a public hearing.

M. McKinney made a motion to renew SE 01-09 for another two years. C. Kinnie seconded the motion. All were in favor. The ayes carried.

9. Old Business

A. Discussion of a request for a bond reduction for the **Homes at Aspinook View, 148 Mathewson Street, Jewett City** from William H. Coons, Quantum of Jewett City, LLC from \$1,500,000 to \$175,000.

C. Fontneau stated that they submitted a letter and report that he received this documentation to reduce the bond to \$175,000. He distributed copies of this report to the commission. There was discussion of this matter including that there were two buildings to be completed as well as paving and landscaping.

G. Rooke-Norman asked that the town engineer review the figures for the existing paving as well as the remaining paving and landscaping.

M. McKinney made a motion to table Homes as Aspinook View, 148 Mathewson Street to the September 8, 2008 meeting. D. DeGuire seconded the motion. All were in favor. The ayes carried.

10. New Business

A. Discussion of a request from Randy Brown, Clearwater Home Improvements of a bond reduction for Danika Way in Danika Estates from \$286,365.00 to \$17,181.90.

C. Fontneau stated that the grassing and stabilization will be done shortly. He stated that the road was reviewed by Norm Thibeault. He stated that the \$17,181.90 is 6 percent and stated that the commission can recommend Danika Way for acceptance by the BOS. There was discussion of this matter. G. Rooke-Norman stated that this matter should be tabled to the next regular meeting. B. Lukens made a motion to table Clearwater Home Improvements for reduction of the bond until September 8, 2008. C. Kinnie seconded the motion. All were in favor. The ayes carried.

B. Discussion of changes to the Land Use Fee Ordinance.

C. Fontneau stated that there are changes to the fee schedule that included changes to the Zone Change fees. There was discussion of this matter to a two tiered fee schedule of \$400 for 1-14 acres and \$600 for 15 and over with the Commission reserves the right to reduce the map amendment fee in the zone change is to a lesser zone/us.

Section CGS Section 8-30 zoning appeals for affordable housing was discussed.

There was discussion of a fee to appeal the Zoning Enforcement Officer's decision for the Zoning Board of Appeals.

There was discussion of the Wetlands fees.

There was discussion of Fees not in Lieu of Bonds to include letter of credit or cash bonds.

There was discussion of the Zoning Board of Appeals fees.

D. DeGuire made a motion to recommend the Land Use Fee Ordinance as amended to send to the Board of Selectmen for town meeting. M. McKinney seconded the motion. All were in favor. The ayes carried.

11. Reports from the Enforcement Officer

A. Discussion of the clarification of lot coverage regarding impervious surfaces such paved driveway, patios and sidewalks, etc. and practical permeable alternatives.

G. Rooke-Norman stated that the zoning enforcement officer is not present.

There was discussion of the open alternate position. G. Rooke-Norman stated a letter be sent to the Board of Selectmen that this alternate vacancy should be advertised.

C. Fontneau stated that the would like volunteers to help with a grant for Farm land preservation that included matching funds. There was discussion of this matter. C. Kinnie stated that he would try to work with C. Fontneau.

12. Adjournment:

G. Rooke-Norman asked for a motion to adjourn. D. DeGuire made a motion to adjourn. C. Kinnie seconded the motion. All were in favor. The meeting adjourned at 9:30 p.m.

Respectfully Submitted,

Donna M. Szall
Recording Secretary