



Town of Griswold



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GRISWOLD PLANNING & ZONING COMMISSION

REGULAR MEETING MINUTES

NOVEMBER 13, 2012

GRISWOLD TOWN HALL

I. PUBLIC HEARING (6:45 P.M.)

1. Call to order:

M. McKinney called this regular meeting to order at 6:50 p.m.

2. Roll Call

Present: Martin McKinney, Courtland Kinnie, Daniel DeGuire, Lawrence Laidley, Alternates Charlotte Geer, Benjamin E. Hull, James Krueger, Town Planner Carl Fontneau, Recording Secretary Donna Szall

Absent: Erik Kudlis, ZEO Peter Zvingilas

3. Determination of Quorum

There was a quorum for this regular meeting.

4. Matter Presented for Public Comment

A. SUB 02-13 Ware, Ryan N. & Beth A. 222 Shetucket Tpke, Griswold, CT 06351. Property location: 194 Shetucket Tpke, Griswold. Applicant requests approval of a re-subdivision of a parcel consisting of 8.43 acres for the creation of one new lot. Property is zoned R-60.

M. McKinney asked if there was someone to represent the applicant. Joseph Przylucki, 222 Shetucket Turnpike, was representing Beth and Ryan Ware. Beth Ware was also present. He stated that they want to do a one lot re-subdivision at will be designated as 194 Shetucket Turnpike that was numbered by the Assessor. M. McKinney asked if it was his representation that all the abutters were notified. J. Przylucki stated that all the abutters were notified. The abutters' notifications certificates of mailing were in the file. Beth Ware stated that there was a drawing on the back of the packet.

M. McKinney asked C. Fontneau about the site plan. C. Fontneau stated that the site plan is not compliant with the Section 4 of the Griswold subdivision regulations and there is no letter from CTDOT for the curb cut. J. Przylucki stated that he spoke with Dan McBride at the CTDOT who was to call P. Zvingilas or fax him. M. McKinney stated we can keep going with this but that we cannot vote on this evening because we need the CTDOT letter. There was discussion of this matter including that the driveway cut was put in on Route 165 since 1985 and that a letter is required from CTDOT that states that.

M. McKinney asked C. Fontneau if the lot meetings all the zoning. C. Fontneau stated that it meets the zoning requirements but does not meet the subdivision regulations for site plan requirements for size and 2/3 of parts of Section 4. C. Fontneau stated that he spoke to the applicants last Wednesday. B. Ware stated that C. Fontneau discussed this issue with her only last Thursday. C. Fontneau stated that it was stated at the last meeting, the public hearing was set with the understanding that a new site plan would be required that was compliant with the subdivision regulations. J. Przylucki stated that he did not remember that being discussed by the Board at the last

meeting. He explained that he remembered being told to come here for the re-subdivision approval. B. Ware stated that she was told that some of the requirements could be waived in the subdivision regulations. M. McKinney stated that they needed a letter asking for the sections to be waived. She stated that Eric Seitz said it would take about three weeks of work. There was discussion of this matter including that the Zoning Board of Appeals cannot vary the subdivision regulations.

B. Ware asked which sections that she could ask to be waived for the next meeting. J. Przylucki asked if there were topos on the site plan in the file. C. Fontneau stated that an A-2 waiver can be requested. B. Ware stated that an A-2 is filed at the town hall. There was discussion of this matter including that it is a corrective re-subdivision and that a parcel history could possibly be waived.

M. McKinney asked J. Przylucki if he would continue this public hearing to the next regular meeting. J. Przylucki stated that he will do what he has to do.

M. McKinney asked for comments from the general public. Deborah Bigelow asked the reason for the re-subdivision. J. Przylucki stated that it was to build a house. M. McKinney stated that it is one proposed 3 bedroom house with a well and septic system. D. Bigelow asked if there will be a road or a driveway. M. McKinney stated that there is a fifty foot driveway going back. J. Przylucki stated that there will be nothing else that will be going back there. It will be only one lot. M. McKinney asked for other comments from the public.

M. McKinney asked for a motion.

MOTION: D. DeGuire made a motion to continue the public hearing the next meeting to December 10, 2012 at 6:45 p.m. L. Laidley 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 7:10 p.m.

2. Roll Call

Present: Martin McKinney, Courtland Kinnie, Daniel DeGuire, Lawrence Laidley, , Alternates Charlotte Geer, Benjamin E. Hull, James Krueger, Town Planner Carl Fontneau, Recording Secretary Donna Szall

Absent: Erik Kudlis, ZEO Peter Zvingilas

3. Determination of Quorum

There was a quorum for this regular meeting. M. McKinney appointed B. Hull to sit for E. Kudlis.

4. Approval of Minutes

A. Approval of Minutes of the Regular Meeting of October 11, 2011

M. McKinney asked for a motion on the minutes.

MOTION: D. DeGuire made a motion to approve the minutes of October 9, 2012. L. Laidley seconded the motion. There were four aye votes and 2 abstentions. The motion was carried.

5. Correspondence and Attachments

A. Connecticut Federation of Planning and Zoning Agencies Quarterly Newsletter, Fall 2012, Volume XVI, Issue 4

C. Fontneau stated that there was information in this issue of the newsletter that the commission member should read.

6. Matters Presented for Consideration

- A. SUB 02-13 Ware, Ryan N. & Beth A. 222 Shetucket Tpke, Griswold, CT 06351. Property location: 194 Shetucket Tpke, Griswold.** Applicant requests approval of a re-subdivision of a parcel consisting of 8.43 acres for the creation of one new lot. Property is zoned R-60.

M. McKinney stated that this public hearing was continued and asked for a motion to table.

MOTION: L. Laidley made a motion to table SUB 02-13 to the next regular meeting of December 10, 2012. C. Kinnie seconded the motion. All were in favor. The motion was carried.

7. Additional Business

- A.** Action on 2013 Schedule of Meetings requested from Ellen Dupont, Town Clerk

M. McKinney asked for a motion on the meeting schedule.

MOTION: D. DeGuire made a motion to approve the 2013 schedule of meetings. C. Kinnie seconded. All were in favor. The motion was carried.

- B.** 8-24 Review of Griswold Senior Center Expansion.

Tina Falck stated that Todd Babbitt was on his way and he should be here shortly. M. McKinney stated that we will go on to old business.

8. Old Business

- A.** Discussion of long term needs for revisions to zoning and subdivision regulations

M. McKinney asked C. Fontneau about this. C. Fontneau stated that the BOS has not responded to our letter sent to them and this letter has not been on the agenda for the last three meeting. D. DeGuire stated that we should right another letter. M. McKinney stated that I can request to be put on the agenda. M. McKinney stated that we can be put on to the selectmen's agenda for the next meeting. There was discussion of this matter including that a phone call could be made.

- B.** Status of update of 2007 Plan of Conservation and Development

C. Fontneau stated that the commission should look at the implementation Section 5 for the next meeting if there are no suggestions now. M. McKinney stated that we can spend 30 minutes on this item at the next meeting. There was discussion of this matter.

7. Additional Business continued

- B.** 8-24 Review of Griswold Senior Center Expansion.

Todd Babbitt gave the presentation of the senior center expansion. He explained that the senior center has a grant for \$380,000 and has applied for an additional grant of \$500,000. He stated that the space needs committee determined that keeping the senior center in its current location so a building committee was formed and connectional plans were designed for renovations to the current building. He explained how the layout of the existing building floor plan will be changed to include the entrance with central hallway to the new back door of the building with divided rooms on either side so that multiple activities can go on at one time. He stated that the current square footage is 3750 sq. ft. and with the kitchen addition and the addition at the front of the building will add an additional 900 sq. feet for a total of 4650 sq. ft. T. Babbitt stated that we must to the Zoning Board of Appeals for variances to reduce the side line requirement to 6 feet. He stated that the parking requirements in the regulations do not address senior centers so that he and Carl determined that parking should be 3 to 1 ratio for a total of 30 spaces. He stated that the maximum capacity of this building is 90 people. He explained that many

seniors use the senior bus for their transportation. He stated that there are 18 existing parking spaces and the lower lot has an additional 24 parking spaces where 12 would be used by the senior center for a total of 30 spaces. M. McKinney asked about the parking for the Ambulance. T. Babbitt stated that they have three spaces in front of the building with two to three people for each shift. M. McKinney asked about handicapped ramps to the lower parking area. T. Babbitt explained that there is an existing ramp to the lower parking lot that was added by a borough grant two years ago and that it will be resurfaced with the Main Street Grant. C. Fontneau stated that the lower lot is not eligible through the Main Street Program. There was discussion of this matter including the building was not designed to add a second floor.

He explained that the existing kitchen does not meet the current codes from Uncas Public Health. He explained that the kitchen addition will have its own service entrance for TVCCA food deliveries in a loading area; there will be storage area for the refrigerators and a serving area for the dining room/multipurpose room. T. Babbitt explained that the building will be stripped to the shell and be redesigned to a new floor plan and the bathrooms will be moved to the new addition at the front of the building that will be partially over the basement.

M. McKinney asked if it was a large enough addition and how long the addition would last and maybe it should be a bigger project. T. Babbitt stated that there will be rooms divided so that there can be activities go on at the same time. There was discussion of this matter including that there will be an exercise room with soundproofing and a crafting room for other activities as well as a multipurpose dining room.

C. Kinnie asked about the front addition and if it will reduce the parking lot. T. Babbitt stated that the front addition will basically go to the existing parking lot and the side walk will be removed. He stated that the pavement line will be moved back. M. McKinney stated that he didn't know how much the lower lot would be used. T. Babbitt stated that the seniors use the lower lot now. C. Kinnie asked about the senior van parked out front and will there be enough turning radius for the van if the depth of the parking lot is reduced. T. Babbitt stated yes. L. Laidley asked about the ell addition that came out to the new addition. T. Babbitt stated that there is an area for a canopy. B. Hull asked if there was consideration to adding to the east side of the building. T. Babbitt stated that there is the bulkhead and oil tank as well as the electrical, water and sewer on the east side of the building. J. Kreuger asked if other sites were looked at. L. Laidley stated that the space needs committee looked at many sites that proved to be more that \$1 million. T. Falck stated that they like this location because it is all within walking distance to do their shopping and banking. There was discussion of this matter including that the senior center, town hall and the lower lot on separate lots.

M. McKinney was concerned that it would not be big enough. C. Fontneau stated that the commission will see this again when they come for a zoning permit for this proposed work. M. McKinney asked the commission for a consensus.

MOTION: D. DeGuire made a motion to grant a favorable review of the senior center expansion. C. Kinnie seconded the motion. L. Laidley stated that he would like to see the ell added at the front addition. All were in favor. The motion was carried.

9. New Business

There was no new business.

10. Reports from the Enforcement Officer

There was no report due to the absence of the enforcement officer.

C. Fontneau stated that a letter of complaint was received today from the liquor store on Rte 138 being open without completing all the conditions of approval. He explained that the zoning officer has been the location and knows more about this than he does; and that C. Fontneau was not there to see if some of the physical conditions. C. Fontneau stated that the revised site plan has been completed as well as some of the other conditions. M. McKinney asked for a motion to put this item on the agenda.

MOTION: C. Kinnie moved to put the John H. Wood letter on the agenda. L. Laidley seconded the motion. All were in favor. The motion was carried.

M. McKinney asked Chuck Wood to explain. C. Wood stated that they should never been allowed to open without a CO. He stated that the letter to the State Liquor Commission should not have been signed by P. Zvingilas. He stated that there should be two-way traffic but there is not; there should have been a letter from Todd Babbitt about the trees being cut on the property line with the town and there is no letter and T. Babbitt never gave him the okay. C. Wood stated that the applicant should be given a cease and desist and go before a public hearing again to address it.

M. McKinney stated that we need to see what was in the application and what has done. C. Wood stated that C. Fontneau knows that all their paperwork was filed after they opened for business without a CO. C. Fontneau explained that P. Zvingilas has been out to the site but that he is not here to discuss this matter. C. Wood stated that Russell Saikowicz was in two week ago with complaints about the liquor store and nothing has been done. C. Fontneau stated that Todd Babbitt was out of town on his honeymoon; and that he is not the building official and zoning enforcement officer and he does not know the status of this project. C. Fontneau stated that when Mr. Saikowicz came in, P. Zvingilas followed up and some of the things were done. M. McKinney asked about if the letter was sent to the liquor commission. C. Wood stated that P. Zvingilas had to have signed the permit to the liquor commission. D. DeGuire stated that they have a liquor permit but no CO.

M. McKinney asked what should be done. C. Fontneau stated that we need to ask P. Zvingilas if the six conditions have been completed. For the paved driveway, the lighting for the pedestrians; he stated that he knows that the letter does not exist. C. Fontneau stated that the new septic system exists and the case bond is in the finance office. M. McKinney stated that we need to have P. Zvingilas check into this matter. C. Fontneau stated that P. Zvingilas will be in the office tomorrow morning.

Russell Saikowicz stated that he called the liquor commission when they opened in October and was told that the only way they can get a permit, was that the commission signs off on the permit. T. Falck stated that she will ask Todd Babbitt to speak to this matter.

M. McKinney asked T. Babbitt about a letter regarding the trees and asked if T. Babbitt wrote a letter. T. Babbitt stated no. He explained that there were some trees cut and removed on the property line and that the gentleman who cut the trees down told him that they had to make more room for parking. T. Babbitt explained that the town put wooden poles on the property line so that parents who parked there could not drive through. J. Kreuger asked if the trees were on town property. T. Babbitt explained that it was a mix where some were on the property and some were not. M. McKinney stated that for it to be accurate an A-2 survey was required. C. Wood asked T. Babbitt if he gave the applicant permission to cut down the trees. T. Babbitt stated no, he did not; the trees were cut before he knew about it. R. Saikowicz stated that at one of the meetings the applicant stated that he was given permission by T. Babbitt. C. Kinnie asked if trees were cut on town property. T. Babbitt stated that some were on town property and some were not. There was discussion of this matter including that people need to go to the board of finance to complain that staff does not have enough time to do their jobs.

C. Fontneau state that the VFW has some zoning issues but P. Zvingilas isn't here to address the issues. Amy and Dennis Shelton explained that there are pallets being stored on VFW property and that they made a written complaint to the zoning enforcement officer. They also complained about the noise that goes on at the VFW and that patrons park in the right-of-way. D. Shelton stated that the VFW did not get the proper permits. There was discussion of this matter. M. McKinney sated that this item will be on the agenda for the next meeting.

11. Adjournment

M. McKinney 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 8:10 p.m.

Respectfully Submitted,

Donna M. Szall
Recording Secretary