

**PLANNING AND ZONING COMMISSION  
MINUTES  
Regular Meeting  
November 13, 2018**

**REGULAR MEETING AT 7:30 P.M.**

**MUNICIPAL CENTER  
ROOM 304**

**PRESENT:** P. Saucier, J. Bartiss-Earley, M. Weimer, A. Sarra

**STAFF:** Mark DeVoe, Town Planner, Garrett Daigle, Assistant Planner

**ALTERNATES PRESENT:** W. Ricci

**ABSENT:** W. Davison, A. Chapman, G. Petit

**I. ROLL CALL**

W. Ricci sat for W. Davison

**II. PUBLIC HEARING:**

1. **PZ 08//18 #034 – Special Exception – JNS Development – Open Space subdivision**  
– 54 Lot open space subdivision at 161 Camp Street and 25 Bradley Street in an R-20  
Zone (Tabled to 01/08/19)

**III. UNFINISHED BUSINESS**

1. **2019 Plan of Conservation and Development Work Session** – Infrastructure Listening Session

Glenn Chalder from Planimetrics presented the third theme, Infrastructure Strategies, with a PowerPoint presentation and “Briefing Booklet”. Issues discussed were community facilities, transportation, and utility infrastructure. Mr. Chalder introduced the color-coded Legend for the Briefing Booklet.

Possible strategies to address community facility needs in measured timeframes include monitoring utilization of space (Town Hall, Police Station), monitoring staff for adequate service levels (Fire Department, Public Works, Library), acquire adjacent properties for future building expansion (schools, town garage, recreation), and continue evaluation of operations at Robertson Airport.

Strategies for vehicular transportation needs include evaluation and addressing overall traffic congestion/accidents and improvements in the Route 72/Bradley Street/Camp Street area “hot spot”. In addition, consideration should be given toward maintaining

roadway pavement, establishing roadway circulation (loop system) if development occurs in the northeast quadrant.

Other transportation strategies highlight the adoption of a “complete street” policy to retrofit existing situations. The State of Connecticut is advocating for complete streets. In addition, consideration may be given to continue and expand the pedestrian system (sidewalks and trails), bicycle advocacy, fixed mass transit routes and rail systems. Finally, utility infrastructure was addressed. Strategies include continuing the maintenance of utility services for adequacy: sewer, storm water drainage, water, natural gas and electricity.

Mr. DeVoe suggested that a strategy be included to support acquisition of land in the proximity of the Metacomet Trail. This can help to provide buffers for the trail. He also asked for support to organizations that maintain and use the trail. These organizations have expressed an interest in support of land acquisition.

Mr. Chalder commented that there could be the possibility of developing a cliff walk as part of the trail if the northeast quadrant is developed in the future.

Mr. Chalder presented a timeline of activity for the plan document. He said that the December P & Z meeting will be a final review of booklets 4, 5, and 6 and asked that the Commission confirm what should or should not be included. If there are items of concern, they can be included but moved to a “sidebar” option. Following the December session, Mr. Chalder will begin crafting the plan document to be ready in January 2019. Because the January 2019 meeting is scheduled as a public hearing, the working session will be scheduled February, March, and April to review the document, schedule an information meeting and public hearing.

Mr. DeVoe said that CRCOG and the Town Council will need to review the draft of the plan document and hopes for favorable comments to be given by the Commission.

Ms. Bartiss-Early asked if there was anything she could do in her role as Vice-Chair of CRCOG to facilitate the needs for the draft and the Town.

Mr. DeVoe said that he expects that there will be support from CRCOG when it comes time to make the statutory referral.

Mr. DeVoe said that the sewer map will remain as is and will be sent to the Town Manager and WPCF Superintendent so that they can decide if it should be reviewed by the WPCA.

Mr. Chalder said that if the WPCA has concerns, they should be presented prior to finalization of the draft and that the map be included as an up-to-date version.

Mr. DeVoe will have the map distributed on Wednesday, November 14 and request comments in two weeks.

Mr. DeVoe and Ms. Bartiss-Earley complimented the work Mr. Chalder has done and that it is very thorough.

**2. PZ 07/18 #031 – Site Plan Modification – Paul Pavano – Construct 2,623 sq ft storage garage addition at 8 Hayden Avenue in a GI Zone (Decision required by 12/22/18)**

Rob Hiltbrand of R.R. Hiltbrand Engineers & Surveyors, 575 North Main Street, Bristol, CT 06010 represented Mr. Pavano and presented the site plan. Mr. Pavano is seeking approval to construct as 2,623 sq ft 7 bay storage garage addition to the existing building at 8 Hayden Avenue in a GI Zone. Mr. Hiltbrand said that a variance was received for a rear yard setback which will allow placement of the addition alongside the existing structure. Landscaping and green space will be added along with a storm water LID system to surround the improvements on the site. This system will collect surface water from the parking lot and roof. Onsite soils will be utilized for infiltration and a high storm events will overflow to storm drainage on Hayden Avenue. This will protect neighboring properties where property to the south had drainage issues. Mr. Pavano, along with a neighbor, created a solution which will work for both of them. It was noted that drainage concerns from Mr. Bossi were successfully addressed and taken care of.

A question was asked if the storage container straddles the property line. The answer is “yes” at the west property line.

Mr. DeVoe asked who this belongs to.

Mr. Hildebrandt said that it belongs to Mr. Pavano.

Mr. DeVoe commented that the Commission can call for the removal of the storage container from the current location. This is not considered to be a legal location although it is pre-existing which gives it some validity, save the fact that it encroaches on a neighbor’s property.

Ms. Bartiss-Earley asked that what is on the site plan now; was it previously on the original site plan, or it is something new that requires approval.

Mr. DeVoe said that at the moment the original site plan is not available.

He said that there has always been a lot of shifting and moving of storage at this site and that it is not unusual to see encroachments. He reaffirmed that it is within the right for the Commission to ask that it be removed. Because the site plan modification is asking for additional storage, if the current storage container cannot be relocated on the property without altering the existing parking layout. There does not appear to be another location on the site to accommodate the trailer.

Mr. DeVoe said that a memo from the Town Engineer was received approving the stormwater plan, but there may still be continual flooding which Mr. Pavano has been forewarned about. Storm water in the adjacent whiting street is undersized and cannot be replaced with greater pipes due to the height of the Quinnipiac river..

Mr. DeVoe said that the applicant is asking for a waiver from some of the landscaping and that the Commission approved a waiver for the D'Amico building about one year prior. This was requested in a letter from the applicant.

**A motion was made by:** M. Weimer to approve landscaping waiver for PZ 07/18 #031 – Site Plan Modification – Paul Pavano.

**Seconded by:** P. Saucier

**All in Favor 5 to 0**

**Motion Passes**

**A motion was made by:** M. Weimer to modify site plan to construct 2,623 sq ft storage garage addition at 8 Hayden Avenue in a GI Zone with the modification that the storage container that encroaches the adjacent property be removed and replaced with a grassed area to the corner of the property.

**Seconded by:** P. Saucier

**All in Favor 5 to 0**

**Motion Passes**

3. **PZ 08/18 #034 – Special Exception – JNS Development – Open Space subdivision –** 54 Lot open space subdivision at 161 Camp Street at 161 Camp Street and 25 Bradley Street in an R-20 Zone (Public hearing continued to 01/08/19)

This will be tabled until January 8, 2019.

4. **PZ 10/18 #036 – Re subdivision – Oak Land Developers –** 4 lot re subdivision at 0 Stillwell Drive (MBL 38-F-05) (Public Hearing Scheduled for 01/08/19).

The application was submitted incorrectly. It was submitted as a re subdivision but is actually a sub division. It will be tabled until Inland Wetlands acts on it at its meeting in December.

#### **IV. NEW BUSINESS:**

1. **PZ 10/18 #037 & #038 – Site Plan & Special Exception – William Wells** – Change in non-conforming use & various site improvements. (Public hearing must open by 01/17/19, Staff recommends 01/08/19).

**A motion was made by:** M. Weimer to schedule a public hearing on 01/08/19 for **PZ 10/18 #037 & #038 – Site Plan & Special Exception – William Wells** – Change in non-conforming use & various site improvements.

**Seconded by:** P. Saucier

**All in Favor 5 to 0**

**Motion Passes**

#### **V. BILLS AND COMMUNICATIONS:**

1. Development Comments from EDA Chairperson

The Chairperson of the EDA, Val Dumais, submitted written comments regarding the development strategies presented at the last work session in October. Mr. Dumais spoke at this meeting but wished for the Planning and Zoning Commission to also have his comments in writing.

2. Infrastructure Strategies Booklet

#### **VI. MINUTES:**

**A motion was made by:** W. Ricci to approve the Regular Meeting Minutes of October 23<sup>rd</sup>, 2018 as written.

**Seconded by:** M. Weimer

**All in Favor 5 to 0**

**Minutes Approved**

#### **VII. REPORTS:**

None

**VIII. ADJOURNMENT**

**A motion was made by:** W. Ricci to adjourn the meeting at 8:35 p.m.

**Seconded by:** M. Weimer

**All in Favor 5 to 0**

**Meeting adjourned at 8:35 p.m.**

Respectfully Submitted,

*Dawn Guite*

Dawn Guite  
Acting Recording Secretary