

COLCHESTER PLANNING AND ZONING COMMISSION  
REGULAR MEETING MINUTES  
Wednesday, July 20, 2016  
Town Hall, 127 NORWICH AVENUE, COLCHESTER, CT  
7:00 P.M.

**MEMBERS PRESENT:** Chairman Joseph Mathieu; Mark Noniewicz, Jason Tinelle and John Rosenthal; Alternates: Karen Godbout and Beverly Seeley; Stan Soby, Board of Selectman Liaison

**MEMBERS ABSENT:** John Novak, Vice Chairman; Dave Gesiak

**STAFF PRESENT:** Randy Benson, Planning Director/Zoning Enforcement Officer; and Gail Therian, Clerk

1. **CALL TO ORDER** –Chairman Mathieu called the meeting to order at 7:00 p.m.

2. **Roll Call**

Chairman Mathieu asked the clerk to note those in attendance. B. Seeley and K. Godbout were seated as voting members.

3. **Additions to Agenda – None**

4. **Minutes of Previous Meetings** – Minutes of the Regular Meeting June 15, 2016

**Motion** by M. Noniewicz, seconded by J. Rosenthal to approve the Regular Meeting Minutes of June 15, 2016 as written.  
**Motion carried unanimously.**

5. **Public Hearings –**

- A. **Special Permit #16-004 – J. Mathieu, Superintendent of Schools, applicant; Town of Colchester, owner;** Application for Special Permit Per Section 4.3 for proposed addition and renovations with associated site work to William J. Johnston Middle School, 360 Norwich Avenue, Assessor's Map #28-00, Lot 021-000, property located in Aquifer Protection Zone and Aquifer Protection Area - Suburban Zone. (Public Hearing opened 6/15/16; continued to 7/20/16;)

Chairman Mathieu said that this Public Hearing was opened at the June 15, 2016 meeting and continued to this meeting. He asked the members of the audience if anyone had any concerns or comments about the members of the Commission that were seated for the Public Hearings. No comments were made. He went on to explain the Public Hearing procedure.

R. Benson told the Commission the Conservation Commission had approved the Wetlands application at the July 13, 2016 meeting. He said that all his comments and the Town Engineer's comments have been addressed. There are a few minor concerns of J. Paggioli, Public Works Director left to be addressed, but these could be handled as conditions of approval. He said that the latest revision to the plan is dated July 14, 2016. Discussion followed on the DEEP's oil tank regulations and the possibility of the requirement of roof protection.

Speaking in Favor:

Kevin McGarry, PE, Fuss & O'Neill, presented a power point presentation addressing the history of the application and the revisions to the plan regarding the outstanding issues and concerns of the Commission and the public from the last meeting. This included the location of the utilities, the sidewalks, the bus turning radius and the athletic fields.

Matthew Skelly, Transportation Engineer, Fuss & O'Neill, reviewed the Traffic flow during the drop-off and pickup times at the school. He said that the Office of the State Traffic Administration is reviewing the plans for this project. Discussion followed regarding the traffic flow and the level of service.

Cynthia Reynolds, Landscape Architect, CR3 of Simsbury, CT, presented the landscape plan.

Stephen Melingoinis, Project Architect, Tecton Architects, presented the proposed architectural design of the building. He said that to address the comment regarding the sign at the last meeting, the sign will not be illuminated. He explained the materials that will be used for the construction of the building.

Discussion followed regarding the Commission's concern over the lack of baseball field as part of the athletic fields.

J. Mathieu, Superintendent of Schools, said that the field would be used for soccer and lacrosse as these sports are part of the school's Physical Education curriculum.

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Questions or Speaking in Opposition:

Stan Soby, 40 Ude Way, expressed concerns about the proposed soccer/lacrosse fields, the generator and oil tank location, the turning radius in the parking lot and the metal material used in the façade of the school. He also asked about the use of the new designation for the accessible parking spaces.

Jessica McElroy, 295 Norwich Avenue, expressed her concerns about the underground oil tank, the location of the dumpster and the propane tank, and the metal being used on the building. She also felt that the location of the cafeteria should be moved to the front of the building.

Carey Stollman, 323 Norwich Avenue, expressed concerns about the traffic, privacy, lights and noise. He also had concerns about the rain gardens and the water runoff.

Elizabeth Reilly, 311 Norwich Avenue, expressed concerns about the generator noise and the times it will be tested.

Speaking in Rebuttal to those who Spoke in Opposition:

Kevin McGarry, PE, Fuss & O'Neill, said he felt the second soccer/lacrosse field could be striped as a baseball field. He explained the traffic flow for the drop-off and pickup times, and said that perhaps an additional stop sign could be added to help with the traffic flow. He also said that the propane tank will be installed to the building code. He feels that dumpster will be well screened by the fence and landscaping. He also explained that decibel numbers for the generator and felt this would not be a disturbance to the neighbors. He also explained the proposed lighting in the area of the fields.

Stephen Melingoinis, Project Architect, Tecton Architects, explained the location where the metal will be used on the building and said the metal materials has a 30 year warranty. He also said that the cafeteria location functions best in the proposed location according to the Building Committee members.

Matthew Skelly, Transportation Engineer, Fuss & O'Neill, said that the cuing will be greatly improved by the new parking lot design. He also said that the traffic issues will be addressed by having only one entrance.

C. M. Lapinski, PE, Fuss and O'Neill, said that regarding the accessible parking spaces, the existing handicap parking signs are proposed to be used unless the Town decides to adopt the new signs.

**Motion** by M. Noniewicz, seconded by J. Rosenthal to close the Public Hearing on Special Permit #16-004 J. Mathieu, Superintendent of Schools, applicant; Town of Colchester owner. **Motion carried unanimously.**

6. **New Business & Applications Received:** - None

7. **Five Minute Session for the Public – No one spoke**

8. **Pending Applications:** -

- A. **Special Permit #16-004 – J. Mathieu, Superintendent of Schools, applicant; Town of Colchester, owner;** Application for Special Permit Per Section 4.3 for proposed addition and renovations with associated site work to William J. Johnston Middle School, 360 Norwich Avenue, Assessor's Map #28-00, Lot 021-000, property located in Aquifer Protection Zone and Aquifer Protection Area - Suburban Zone. **(Public Hearing opened 6/15/16; continued to 7/20/16;)**

The Public Hearing had been closed at tonight's meeting. Discussion was held about proposed screening for the dumpster, utilities and light pollution. J. Rosenthal suggested that in the future a member from the Planning and Zoning Commission be included in the Building Committee.

M. Noniewicz said that he has reviewed the Application Report from Randall Benson, Planning Director & ZEO dated July 15, 2016 and is in agreement with the Staff Findings, the Special Permit General Evaluation Criteria, and the Aquifer Protection Area (APA) Regulations.

**Motion** by M. Noniewicz, seconded by J. Rosenthal to Motion is hereby made to approve Special Permit Application #16-004, Town of Colchester, applicant and owner, for the property located at 360 Norwich Avenue, Assessor's Map #28-00, Lot #021-000 for the demolition, addition and renovations of the William J. Johnston Middle School. Approval is as per plans by titled "Town of Colchester William J. Johnston Middle School" last revised 7/14/2016 with the following conditions:

1. The area shown as washed stone in the enclosure containing the above ground oil tank and generator shall

- be changed to solid concrete.
2. A note shall be added to the landscaping plan that upon the installation of landscaping, layout of trees be verified to ensure separation distance shall be adhered to.
  3. Athletic field design and seed mixture shall be done to the approval of the Director of Public Works.
  4. Trees placed adjacent to proposed lights shall be selected to provide foliage and canopy at elevations above the proposed lighting fixtures to minimum shadowing of lighted areas.
  5. A pre-construction meeting shall be held with the Town Staff prior to the commencement of any work.
  6. If discussions between the DEEP and J. Paggioli, Director of Public Works – Colchester Sewer and Water Department determines that the oil tank requires a structure over the tank, the applicant will return to this Commission for a site plan revision.
  7. State Traffic division approval without any changes to the existing plan, dated 7/14/16, be obtained prior to any construction that alters the current traffic flow.
  8. Limit hours of MEP generator testing, dumpster pickup and delivery to enhance student safety and minimize neighbor disturbance to the approval of the Town Zoning Enforcement Officer/Planner.

Opposed: J. Tinelle All others in Favor **Motion carried.**

9. Preliminary Reviews – None

10. Old Business – None

11. Planning Issues & Discussions –

A. **Discussion on possible amendments to sign regulations**

R. Benson distributed copies of proposed Zoning Regulation Amendments for building mounted signs. He said currently the regulations allow for a second sign on larger developments over 10,000 square feet. He said that the proposed changes could be for all developments regardless of the square footage. Discussion followed regarding the proposed allowable size of the sign and the location of additional signage on the different type buildings. R. Benson also asked the Commission about the possibility of temporary signs or special event signs at a business. Discussion followed and the Commission asked him to research other Town regulations on temporary signs and the handling of the enforcement if the temporary sign is not removed after the permitted time expires.

B. **Appointment of Daphne Schaub as Zoning Enforcement Officer**

**Motion** by M. Noniewicz, seconded by J. Rosenthal to appoint Daphne Schaub as Zoning Enforcement Officer. **Motion carried unanimously**

12. Zoning Enforcement Officer's Report – June 2016

R. Benson told the Commission that he was unable to access this report on the Zoning Enforcement Officer's computer for this meeting.

13. Correspondence –

A copy of the flyer for the Freedom of Information Act Workshop to be held on Monday, September 26, 2016 was included in the Commissioner's packets.

14. Adjournment

**Motion** by M. Noniewicz, seconded by B. Seeley to adjourn at 9:30 p.m. **Motion carried unanimously.**