



Town of Colchester, Connecticut

127 Norwich Avenue, Colchester, Connecticut 06415

Website: www.colchesterct.gov

**Planning & Zoning Commission
Meeting Minutes
September 18, 2019
Town Hall Room 1 @ 7:00 pm**

RECEIVED
TOWN OF COLCHESTER
2019 SEP 27 AM 9:02
TOWN HALL ROOM 1

1. CALL TO ORDER – Mark Noniewicz called the meeting to order at 7:00 pm.

2. Members Present: Secretary Mark Noniewicz, Meaghan Kehoegreen, Jason Tinelle, & Bruce Hayn.
Members Absent: Chairman Joseph Mathieu, Vice Chairman John Novak, Karen Godbout and Alternate Beverly Seeley.

Others Present: Daphne Schaub, Assistant Planner/Zoning Enforcement Officer, Board of Selectman Liaison Stan Soby, Kamey Cavanaugh, Clerk.

B. Hayn MOTIONED to MOVE Agenda item 7A. To be heard prior to Agenda item 6A. SECONDED by J. Tinelle. MOTION CARRIED UNANIMOUSLY.

3. APPROVAL OF MINUTES – August 21, 2019

B. Hayn MOTIONED to TABLE the minutes of August 21, 2019. SECONDED by J. Tinelle. MOTION CARRIED UNANIMOUSLY.

4. NEW APPLICATIONS –

A. Application NO. SUB2019-004: 564 Lebanon Ave, Estate of Gary A Keefe and Robert B Keefe Jr (Owner) Robert B Keefe Jr (Applicant), for a 2-lot subdivision, Map 06-02/Lot 002-000, in the RU Zone.

D. Schaub was before the Planning Commission regarding the applicant who has entered into a perpetual contract with the US Government to put 60.34 square acres into a perpetual easement with the NRCS. During the process of removing an area of land for the main homestead it was brought to the attention of the Planning and Zoning office an error made by the surveyor, resulting with the frontage requirement being short. On September 17, 2019 the ZBA granted a variance. The lot, with the variance, meets all of the Planning and Zoning requirements for a residential lot in the rural use.

B. Hayn MOTIONED to APPROVE Application NO. SUB2019-004: 564 Lebanon Ave, Estate of Gary A Keefe and Robert B Keefe Jr (Owner) Robert B Keefe Jr (Applicant), for a 2-lot subdivision, Map 06-02/Lot 002-000, in the RU Zone for the reasons that it is an as of right use in the zone, the applicant was granted the necessary variance from the ZBA on 9/17/2019, all town staff recommends approval and with the proposed variance meets all regulations, with the following conditions.

1. The applicant must wait 15 day appeal period to record the variance

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2. *The applicant must record the subdivision Mylar after the variance is recorded*

SECONDED by M. Kehoegren. MOTION CARRIED UNANIMOUSLY.

D. Schaub read the legal notice into the record.

5. PUBLIC HEARING-

A. Application No. SP2019-001: 451 Old Hartford Road, GH Trailers (Owner/Applicant) for a Special Permit and Site Plan Approval of Commercial/Retail Sales in an Aquifer Protection Zone, Map 05-10/Lot024-000, in the AC/AP Zone

D. Schaub reported the application is for a two commercial building retail/warehouse development in the Arterial/Commercial and Aquifer Protection Zones. The site is previously undeveloped and requires a special permit due to its location in the APZ. The two-phase development will include one 1800 SF building with retail sales on the first level, a warehouse area in the mezzanine, six parking spaces including one handicap space, LED site lighting, paving, signage and required landscaping in Phase I. Phase II will include one 3200 SF warehouse building, seven parking space (4 required) including one handicap space, LED site lighting, paving and required landscaping. All site drainage, septic and well installation will be completed in Phase I. Phase I also includes an area for Outside Display of Merchandise. It is not located in the setback areas. There is no impact upon pedestrian access-ways and it will not interfere with parking. The display area will be suitably surfaced with gravel, landscaped and separated from parking and loading areas. The dumpster area will be completely enclosed with solid fencing and landscaping.

The Colchester Sewer and Water Commission has reviewed the application and made the following comment: "The Site development is a low density in regard to lot coverage. In discussions with the developer and their engineer, the area for New Trailers for display, should be titled appropriately as a "Display Area" which has been done. Proposed Note for Approval Motion Condition: 'Per the APZ regulations, no trailers or vehicles that are to be repaired shall be stored within the gravel display area'."

The applicant proposed one 2-sided freestanding sign with an area of 45 SF. The proposed sign is to be 15' tall. The proposal includes a landscaped area at its base including 6 Juniper. The application also proposed one 60 SF wall-mounted sign on the front of the building and a second side wall-mounted sign on the side of the building which houses the main entrance to the building. All signs will be externally lit.

The proposed lighting for the project has been designed in such a manner as to prevent objectionable light trespass at the property lines. All site lighting will be full cut-off, solar light fixtures. The maximum pole height is 23' including the base. No luminaire will be located within 5' of the property line. The only building mounted light will be low level wall packs. These wall packs will be full cut-off, LED light fixtures, 28 Watts, and located a maximum of 15' above grade. The lighting system has been designed in accordance with Maintained Horizontal Illuminance Recommendations.

The applicant requested the Commission defer the ISO diagram requirement. With the exception of the entrance drive lighting, all lighting is locate behind the 50' front yard setback along Old Hartford Road. The manufacturer does not supply photometric plans, and as they are solar fixtures, they have not been able to obtain the diagram for the site. The lights only operate at 60% until motion is detected on the site.

The Conservation Commission approved this application on August 14th. The Chatham Health District and the Town Engineer have all signed off on this application with the exception that the Engineer will

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require new plans if this Commission chooses to require sidewalks. The applicant has requested that as there are presently no sidewalks located along this area of Old Hartford Road the Commission deem them to be unnecessary. There is presently no pedestrian traffic to the facility and none is anticipated after development.

Ellen Bartlett, CLA Engineers, representing the applicant provided a visual of the plans for the commissions review. The development area was discussed. The locations of the proposed signs was discussed and locations of the lighting.

The commission discussed landscaping along the building and what might be able to be added for a better look from the street.

J. Tinelle MOTIONED to CLOSE the public hearing of application No. SP2019-001: 451 Old Hartford Road, GH Trailers (Owner/Applicant) for a Special Permit and Site Plan Approval of Commercial/Retail Sales in an Aquifer Protection Zone, Map 05-10/Lot 024-000, in the AC/AP Zone. SECONDED by M. Kehoegreen. MOTION CARRIED.

6. FIVE MINUTE SESSION FOR THE PUBLIC – None

J. Tinelle MOTIONED to ADD Agenda Item 7.A) Application No. SP2019-001: 451 Old Hartford Road, GH Trailers (Owner/Applicant) for a Special Permit and Site Plan Approval of Commercial/Retail Sales in an Aquifer Protection Zone, Map 05-10/Lot024-000, in the AC/AP Zone. SECONDED by B. Hayn. MOTION CARRIED UNANIMOUSLY

7. PENDING APPLICATIONS –

A. Application No. SP2019-001: 451 Old Hartford Road, GH Trailers (Owner/Applicant) for a Special Permit and Site Plan Approval of Commercial/Retail Sales in an Aquifer Protection Zone, Map 05-10/Lot024-000, in the AC/AP Zone

The commission discussed the look of the building and adding landscaping. B. Hayn expressed concern with not requiring sidewalks on this site. M. Kehoegreen felt if there wasn't going to be any buffer zone from the grass to the road then she would agree with adding the sidewalks to give it a more rural look. Town staff reviewed the plan and left the decision of sidewalks to the commission's discretion.

J. Tinelle MOTIONED to APPROVE Application No. SP2019-001, 451 Old Hartford Road, GH Trailers (Owner/Applicant) for a Special Permit and Site Plan Approval of Commercial / Retail Sales in an Aquifer Protection Zone, Map 05-10/Lot 024-000, in the AC/AP Zone as it is an as of use right, low risk use for the APZ, town staff has recommended approval and the proposed applicant meets all of the regulations with the following conditions

- 1. Per the APZ regulation no trailers or vehicles that are to be repaired will be stored within the gravel display area***
- 2. No sidewalks along Old Hartford Road shall be required***
- 3. A preconstruction meeting must be held before commencement of each phase***
- 4. The proposed landscaping must be installed prior to the certificate of occupancy***
- 5. A 2 year landscaping bond shall be established for any new landscaping plantings***
- 6. A sign permit will be required for the new development***
- 7. E&S Bond satisfactory to the town engineer must be in place prior to the preconstruction meeting***

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8. *Lighting will be monitored by the ZEO to ensure the regulations are being met*
9. *Landscaping improvements along Old Hartford Road to the satisfaction to the ZEO*

Motion was seconded by Meaghan Kehoegreen. MOTION CARRIED UNANIMOUSLY

8. PRELIMINARY REVIEWS – None
9. OLD BUSINESS – None
10. NEW BUSINESS – None
11. PLANNING ISSUES & DISCUSSION- None
12. ZONING ENFORCEMENT – None
13. CORRESPONDENCE – None
14. ADJOURNMENT

B. Hayn MOTIONED to adjourn the September 18, 2019 Planning & Zoning Commission meeting at 8:05PM. SECONDED by M. Kehoegreen. MOTION CARRIED UNANIMOUSLY

Respectfully Submitted,
Kamey Cavanaugh, Clerk