

**PLANNING & ZONING COMMISSION
EAST GRANBY, CONNECTICUT
MINUTES
December 10, 2019**

A meeting of the East Granby Planning & Zoning Commission was held on December 10, 2019. Members present when Chairman John Welsh called the meeting to order at 7:01 p.m. were David McNally, Amanda Thompson, David Brassard, and Robert Ravens-Seger with alternate members Daniel Velcofsky and Mark Ricketts.

DISCUSSION WITH APPLICANT AND/OR PUBLIC

None

MINUTES

A motion was made by David McNally and seconded by David Brassard to approve the minutes of 10/08/19 as submitted. Votes in favor were unanimous. Motion carried.

COMMUNICATIONS

The Commission received:

NOVEMBER

- Revised plans for 67 Nicholson Road Application #19-14
- Staff & Town Engineer comments for 38 Kripes Road Application #19-13 and 67 Nicholson Road Application #19-14
- CT Federation of PZC Agencies Quarterly Report

DECEMBER

- Application #19-15 by Grafix LLC for a revised site plan for 8 School Street
- Application #19-16 by Timothy Brignole for a revised Site Plan for 103 Hartford Avenue
- Revised plans for 67 Nicholson Road Application #19-14
- Revised Staff & Town Engineer comments dated 12/09/19 for 67 Nicholson Road Application #19-14
- A request for an extension of time for 38 Kripes Road Application #19-13 dated 12/10/19
- Commission's Regulation Changes #19-17 & #19-18 for the Village Center Zone and the Commerce Park Transitional Zone

OLD BUSINESS

A. **Zoning Enforcement Report** – Mr. Haynes noted that the Town Attorney was moving forward with the sign issues at Snelgrove's and the blighted property at 26 Spoonville Road.

B. **Planner Report** - Planner Report –

a. Administrative Site Plan Approvals – None

C. **CRCOG Regional Meeting Report** – No one was able to attend.

NEW BUSINESS

A. Ross Express/Revised Site Plan – 38 Kripes Road (#19-13)

(rec'd 10/08/19) (d/d 12/10/19)

An extension request has been received. This application will be presented at the next scheduled meeting.

B. Oleg Metlitski/Site Plan - 67 Nicholson Road Site Plan (#19-14)

(rec'd 10/08/19) (d/d 12/10/19)

Timothy Mulcahy of PDS Engineering was present to represent the applicant along with William Walter. They gave a brief overview of the project. The plan was for a 24,000 sq. ft. building. The plan met the bulk requirements for zoning. The applicant would utilize 8,000 sq. ft. of the building and he planned to lease out the rest. All of staff comments have been addressed and they had no issues with the conditions of approval. The building will be pre-engineered with metal siding. Max Transportation is a courier service currently leasing space in East Hartford.

Mr. Haynes questioned the use of the larger plantings along the west side of the building as the root systems of these larger plants may interfere with the swale. The applicant agree to review the plant choice and revise the plans accordingly. This will be added as a condition of approval.

Mr. Haynes reviewed the parking layout, noting that since the use by “future” tenants was unknown, this may need to be revised in the future. Mr. Haynes reviewed the Town Engineer’s comments. There was discussion on the paving of the rear parking area and how to address that as a condition of approval.

A motion was made by David McNally and seconded by Robert Ravens-Seger to approve Site Plan Application #19-14 for property at 67 Nicholson Road (ref. map set dated revised 12/04/19) subject to the following conditions as recommended by staff:

1. A light photometric plan shall be reviewed and approved by Director of Community Development prior to submittal of the finalized drawings for signature.
2. A revised planting plan for the west side shall be reviewed and approved by Director of Community Development prior to the submission of finalized drawings for signature.

The approval is subject to the following conditions as noted by the Town Engineer in his report dated: 12/09/19:

1. A record copy of the MDC approved plan/profile for the proposed water main extension to include laterals shall be provided.
2. The plans shall be revised to show the location of the gas meter(s) bollards on the Grading, Drainage and Utility Plan, Sheet C-4.1.

3. The plans shall be revised to show some sort of pavement in the rear parking lot. The paving plan shall be approved by the Town Engineer prior to submittal of the finalized drawings for signature.
4. Prior to construction, proof of approval of the water main extension by the MDC shall be submitted.
5. A pre-construction meeting with staff and Town Engineer is required, prior to the start of construction.
6. The Town Engineer and/or Town of East Granby staff shall make inspections of the site at construction milestones as determined at the pre-construction meeting. Additional inspections will be made throughout the construction process, until the site is stabilized with a permanent vegetative cover, as determined by the Town of East Granby staff and/or the Town Engineer.
7. All stumps shall be removed from the site.
8. The Owner/Developer/General Contractor shall add any erosion and sedimentation control measures as deemed necessary by the Town of East Granby staff throughout the construction process. Daily inspections and required maintenance of all erosion and sedimentation control measures shall be completed by the General Contractor until a permanent vegetated cover is established. Repairs shall be made immediately after inspections.
9. An erosion and Sedimentation Control Bond shall be submitted by for review and approval. The town Engineer will set the final bond amount which shall be submitted to the Town of East Granby Engineering/Building Department prior to the start of construction.
10. An as-built of site improvements and grading plan, prepared by a State of CT Registered Land Surveyor, shall be submitted after all of the construction is completed prior to the Town of East Granby Engineering/Building Department and prior to issuance of the Certificate of Occupancy.

Votes in favor were unanimous. Motion carried (Daniel Velcofsky voted in place of Thomas Derlinga).

C. 2020 Meeting Dates

After reviewing and discussing some conflicts with the standard meeting dates, the Commission made the following changes: The January meeting date will be on Thursday 1/09/20 and the February meeting date will be on Thursday 2/13/20.

D. Election of Officers

A motion was made by David McNally and seconded by Amanda Thompson to nominate and elect John Welsh as Chairman. Votes in favor were unanimous. Motion carried. (John Welsh recused himself from the vote.)

A motion was made by John Welsh and seconded by Robert Ravens-Seger to nominate and elect Amanda Thompson as Vice Chairman. Votes in favor were unanimous. Motion carried.

A motion was made by John Welsh and seconded by David Brassard to nominate and elect David McNally as Secretary. Votes in favor were unanimous. Motion carried.

E. Election of CRCOG Representatives

A motion was made by John Welsh and seconded by Robert Ravens-Seger to nominate and elect David Brassard as CRCOG Representative/Coordinator. The CRCOG alternates will rotate attendance at meetings. Votes in favor were unanimous. Motion carried. David Brassard offered to attend the first meeting of 2020 on January 16th.

ADJOURNMENT

A motion was made by David McNally and seconded by Robert Ravens-Seger to adjourn the meeting to a workshop at 8:52 p.m. The votes in favor were unanimous. Motion carried.

Respectfully submitted,

Rosalie McKenney
Land Use Administrative Assistant