

**COLCHESTER PLANNING AND ZONING COMMISSION
REGULAR MEETING MINUTES
WEDNESDAY, AUGUST 21, 2013
TOWN HALL, 127 NORWICH AVENUE, COLCHESTER, CT
Room 2
7:00 P.M.**

MEMBERS PRESENT: Chairman Joseph Mathieu; Vice Chairman John Novak, John Rosenthal, Christopher Bakaj, Dave Gesiak (arrived 7:15 p.m.) and Stacey Brown (arrived 7:15 p.m.); Stan Soby, Board of Selectman Liaison

MEMBERS ABSENT: Mark Noniewicz; Alternate: Jason Tinelle;

STAFF PRESENT: Adam Turner, Town Planner, Craig Grimord, Assistant Planner/Zoning Enforcement Officer; Gail Therian, Clerk;

1. **CALL TO ORDER** – Chairman Mathieu called the meeting to order at 7:03 p.m.

2. **Roll Call**

Chairman Mathieu asked the clerk to note those in attendance.

3. **Additions to Agenda** – None

4. **Minutes of Previous Meetings** – **Minutes of Regular Meetings – July 17, 2013**

Chairman Mathieu said that a memo from the clerk was included in the Commissioner's packets regarding an error in the July 17, 2013 minutes regarding the motion on CGS#13-047 Municipal Improvements – WJJMS/Community/Senior Center Project. In the motion it refers to the detailed estimate prepared 4/5/2013, this date should read **4/3/2013**.

Motion by J. Novak, seconded by J. Rosenthal to accept the Minutes of the Regular Meeting of July 17, 2013 with the correction noted by the clerk. **Abstentions:** C. Bakaj All others in favor **Motion carried.**

5. **Public Hearings** – None

6. **Preliminary Reviews** –

- A. Proposed fast food drive up service window at 15 Broadway, Noels Plaza, Assessors Map # 16-00, Lot# 086-000, Commercial/HPOZ Zone.

Mike Tarbell, Tarbell and Heintz, presented preliminary plans for a drive up window for Starbuck's located at 15 Broadway, Noels Plaza. He said that the drive up window will be located at the rear of the building. He explained how that the creation of the new drive through lane would not interfere with the existing Rite Aid drive through and that the paving of the portion of the drive is in accordance with the approved Phase 2 plan. He talked about the peak hours for business for Starbucks compared to Rite Aid's hours of operation. An island will be created to differentiate between the two (2) drive thru lanes.

J. Noel said that the loading dock will be separated from the drive up lanes. He said this will clean up the back area of the building and will also provide a few extra parking spaces in the back.

A. Turner stated that a major concern regarding how traffic would flow on-site once the two drive-up windows were operational. He encouraged the applicant to have these issues resolved when the application was presented.

Discussion followed regarding the landscaping, traffic, stacking, signage and traffic flow.

7. **New Business & Applications Received:** -

- A. **SE#13-019-Alexander Gebbie Applicant, P&D Property Development, LLC owner** Special Exception application for an Accessory Apartment at 47 Maclyn Drive, Assessors Map #03-05, Lot#022-005, R-40 Zone. (Received on 8/21, scheduled for Public Hearing on 9/11/13).

C. Grimord informed the Commission that the Public Hearing on this application is scheduled for 9/11/13.

- B. **SDP#13-024-4-Way Street, LLC Applicant/Owner-Site Plan Modification for the proposed 8,000 SQ. Ft. building on the Tractor Supply site, 150 New London Road, Assessors Map#03-09, Lot#018, Commercial Zone.** (P&Z Received 7/17, must act on or by 9/18) (WITHDRAWN)

C. Grimord told the Commission that this application has been withdrawn. A copy of this letter was included in the Commissioner's packets.

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TOWN CLERK

- C. **ZP#13-412-J. Cassidy C/O Hallisey, Pearson & Cassidy applicant, 4-way Street, LLC owner.** Requests for sign waivers at 150 New London Road. (Tractor Supply site). (P&Z received 7/17/13, must act on or by 9/18/13)

Mark D'Addabbo, developer for Tractor Supply, said that he was requesting a sign waiver to the pylon sign located at 150 New London Road for an additional 22.75 square feet. He said he feels that the approved 22.75 square feet of pylon signage for the proposed 8,000 square foot building would not be sufficient if the building is occupied by four (4) tenants. Discussion followed regarding conditioning of the waiver approval to address the possibility that the building is not occupied by four tenants.

Mr. D'Addabbo said that he is no longer seeking waivers for the building mounted signs for the 8,000 square foot building. He would wait to see who the tenants will be and then come back to the Commission.

Motion by S. Brown, seconded by D. Gesiak to take Item 9 B out of order. **Motion carried unanimously.**

8. **Five Minute Session for the Public** - No one spoke

9. **Pending Applications:-**

- A. **SDP#13-024-4-Way Street, LLC Applicant/Owner-Site Plan Modification for the proposed 8,000 SQ. Ft. building on the Tractor Supply site, 150 New London Road, Assessors Map#03-09, Lot#018, Commercial Zone.** (P&Z Received 7/17, must act on or by 9/18) (WITHDRAWN)

This application was withdrawn.

- B. **ZP#13-412-J. Cassidy C/O Hallisey, Pearson & Cassidy applicant, 4-way Street, LLC owner.** Requests for sign waivers at 150 New London Road. (Tractor Supply site). (P&Z received 7/17/13, must act on or by 9/18/13)

Motion by J. Novak, seconded by D. Gesiak for ZP#13-412 Sign Waiver Requests, Jim Cassidy C/O Hallisey, Pearson & Cassidy applicant/ 4-Way Street, LLC Owner, 150 New London Road, Assessors Map 03-09, Lot 018. Per Section 16.2.3 of the Town of Colchester Zoning Regulations, the Commission hereby approves the request to increase the size of the free standing sign at 150 New London Road an additional 22.75 Sq. Ft. to a total of 97.5 Sq. Feet subject to the condition that the building is to be occupied by more than two (2) tenants. **Motion carried unanimously.**

10. **Old Business - None**

11. **Planning Issues & Discussions -**

A. **Plan of Conservation and Development introduction of consultant Glen Chalder of Planimetrics**

A. Turner introduced Glen Chalder of Planimetrics. Glen Chalder, Planimetrics, reviewed the Scope of Work and the process for the updating of the Plan of Conservation and Development. He said a community survey will be available on the Colchester website for citizens to answer. A public meeting will be scheduled for residents to provide their input. G. Chalder will work with A. Turner to set a date for this meeting. Chairman Mathieu stated that representatives from the Land use Commissions, the Economic Development, the Open Space Advisory Committee and the Board of Selectmen will be asked to attend the Planning and Zoning Commission meetings regarding the POCD. A discussion was held about the Commission's expectations and priorities for the 2014 POCD and what worked best in the existing POCD.

12. **Zoning Enforcement Officer's Report – Report of July 2013**

Commission members received the Zoning Enforcement Officer's July 2013 report in their packets. C. Grimord told the Commission that he did a sign "sweep" last week in the center of town and collected 19 signs. He also said that J. Paggioli, Public Works Director said that a CT Statute is now in effect that will allow for collection of fines for signs put on utility poles.

13. **Correspondence –**

A. Letter received from applicant withdrawing application SDP#13-024 dated 8/15/13
This letter was included in the Commissioners' packets.

14. **Adjournment**

Motion by S. Brown, seconded by J. Novak to adjourn at 9:15 p.m. **Motion carried unanimously.**