

**CITY OF TORRINGTON
PLANNING AND ZONING COMMISSION
MINUTES
July 15, 2009**

Present: Richard Calkins, Chairman
Paul Summers, Vice Chairman
Gregory Perosino, Member
Greg Mele, Member
Donna Greco, Alternate

Also Present: Martin Connor, AICP, City Planner and Kim Barbieri, CZ&WEO (for item #4)

1. Call to Order: Mr. Calkins called the meeting to order at 7:00 p.m., Sullivan Senior Center, Shuffleboard Room, 88 East Albert Street, Torrington, CT.

2. Attendance/Announcement by Chairman: Mr. Calkins stated that Paul Summers, Vice Chairman, Gregory Perosino, Member, Greg Mele, Member, Donna Greco and himself as Chairman would be serving on the Commission this evening. Also Present: Martin Connor, AICP, City Planner and Kim Barbieri, CZ&WEO.

3. Minutes for Approval:

a. 6/24/09

Motion Mr. Summers, 2nd by Mr. Perosino to accept the minutes as written. Motion carried unanimously.

4. Old Business:

a. Plan of Conservation and Development
Presentation by Planimetrics on the update of Torrington's Plan of Conservation and Development

Jason Vincent, AICP, Planimetrics, was present to discuss the 1st Draft, dated 7/15/09, of the City of Torrington's, updated Plan of Conservation and Development. Mr. Connor commented to the Commission what an excellent job Kim Barbieri, CZ&WEO, and Dave Scherf, GIS Manager, have done helping put together this 1st draft along with our consultant Mr. Vincent. Rose Ponte, Economic Development Director, also has worked diligently with the Economic Development Commission to update the Business Development section of the plan while Kim Barbieri worked with the Conservation Commission to write the Natural Resources and Open Space Sections. The City's Department Heads have all completed surveys for their Departments and contributed their ideas for the plan update. The Police Department survey report was just received and was not included in the current draft but was provided to the Commission separately as a handout. Mr. Vincent explained the layout of the plan and asked that the Commission members review the draft and let staff know whatever comments they may have. Further review of the draft will be placed on the next agenda for discussion by the Commission. The Commission will be looking towards having a public hearing on the draft plan in the fall after revisions.

b. Site Plan 947
Applicant: Walter Dickinson
Location: 65 Fairmont Avenue
Proposal: Construct 2,400 sq. ft. contractor's office/storage building

Mr. Dickinson was present to discuss his application. Mr. Connor read his memorandum to the Commission on the project. Motion by Mr. Mele, 2nd by Mr. Perosino to approve the application with the following conditions and recommendations:

1. The applicant shall submit a bond estimate to be reviewed and approved by the City Planner for the proposed landscaping. A bond in a form acceptable to the Corporation Counsel shall be posted prior to issuance of the Zoning Permit. 25% of the posted bond shall remain in place for one year after the landscaping plan has been fully implemented to ensure successful growth of the plantings.
2. The applicant shall address the comments from Edward H. Scoville, P.E.L.S., Assistant City Engineer, are contained in an e-mail memo to the City Planner dated 7/9/09.
3. The applicant shall apply for a sewer discharge permit and pay the required connection fee prior to issuance of a zoning permit.
4. It is recommended that the applicant follow the advice of Fire Chief John B. Field Jr., contained in his 7/8/09 letter to the City Planner.

Motion carried unanimously.

5. New Business:

- a. Site Plan 949
Applicant: Kristoffer Hall
Location: Technology Park Drive, Lot 10 (Assessor Map 245-2-102)
Proposal: Construct 16,000 sq. ft. building for landscape business

Mr. Connor told the Commission that Mr. Hall's engineer dropped of revised plan at 2:30 p.m. today. Staff did not have an opportunity to review these revised plans. Motion Mr. Perosino, 2nd Mr. Mele to table this application. Motion carried unanimously.

- b. Site Plan 950 and Special Exception 09-230
Applicant: Northwest Connecticut Chamber of Commerce
Location: Christopher Road, Commuter Parking Lot
Proposal: Construct Welcome Center, Education and Cultural Use

Motion by Mr. Perosino, 2nd by Mr. Summers, to set a public hearing date of August 12, 2009 on the proposal.

- c. Site Plan 951
Applicant: Guido Molina-Crespo
Location: 95 South Main Street
Proposal: Change of use to retail convenience store
(Former auto glass repair shop)

Guido and Heidi Molina-Crespo were present to explain their proposal for changing the former auto glass repair shop into a retail convenience store. Garage doors will be replaced by glass and a new entranceway. Mr. Connor read his memorandum on the project. A long discussion ensued regarding installation of a landscaped buffer along South Main Street. The Commission requested that the buffer to contain 1 street tree and 9 shrubs, as recommended by the ARC Committee and staff, to be located behind the existing sidewalk as far as possible on the north side of the property in an attempt to reduce traffic conflicts with the next door Torrington Plaza Shopping Center. If possible the landscaped island should be placed in the ingress & egress easement area to block the current exit and resolve the conflict with the main drive to the shopping center. CTDOT, City Engineer, & property

owners need to meet on site and come up with the best spot to add the landscape buffer and improve traffic safety. Currently there is no landscaping on the property. Motion by Mr. Mele, 2nd by Mr. Perosino to approve the application with the following conditions and recommendations:

- 1 The parking spaces and handicapped space shall be striped prior to issuance of a certificate of occupancy.
- 2 The applicant shall address the comments from Edward H. Scoville, P.E.L.S., Assistant City Engineer, contained in a memo to the City Planner dated 7/14/09.
- 3 The applicant shall implement the landscape plan recommended by the ARC Committee and sidewalk installation recommendations of the Assistant City Engineer as contained in his 7/14/09 memo no later than 10/31/10. A meeting with the City Planner, City Engineer and representative of CT DOT will occur prior to installation of the landscaping to coordinate the exact location.
- 4 The applicant shall apply for a sewer discharge permit and pay an appropriate fee if required.
- 5 The Commission recommends the applicant follow the recommendations of Fire Chief John B. Field Jr. contained in a letter to the City Planner dated 7/15/09.

Motion carried unanimously.

- d. Special Exception 09-231
Applicant: Kimberly Fazzino
Location: 778 East Main Street, R6 zone
Proposal: Professional office for photography studio

Motion by Mr. Perosino, 2nd by Mr. Summers, to set a public hearing date of August 12, 2009 on the proposal.

6. Public Hearing Scheduled for July 15, 2009, 7:30 p.m., Sullivan Senior Center, Shuffleboard Room, 88 East Albert Street, Torrington, CT:

- a. Special Exception 09-226
Applicant: Barbara Platt
Location: 30 Talbot Street
Proposal: Reduce side yard setback to 5.8'

Mr. Calkins announced that this Public hearing was continued from June 24, 2009. Mr. Mele read the legal notice. The applicant's contractor, Thomas Pritchard, Champion Windows of Hartford, LLC, submitted proof on neighbor notification and presented the proposal for a 3 season sun room at 30 Talbot Street. The proposed sunroom will be constructed within the required side yard setback, 5.8', the same distance as the existing dwelling. Mr. Connor read his memorandum on the project. There were no comments from the public on the proposal. Motion by Mr. Mele, 2nd by Mr. Perosino to approve the application. Motion carried unanimously.

9. Adjournment:

Motion by Mr. Mele, 2nd by Mr. Perosino to adjourn the meeting at 8:06 p.m. Motion carried unanimously.

Martin J. Connor, AICP, City Planner,
Land Use Office
Planning and Zoning Commission