

**CITY OF TORRINGTON  
PLANNING AND ZONING COMMISSION  
MINUTES  
May 9, 2012**

Present: Richard Calkins, Chairman  
Greg Mele, Vice Chairman  
Jim Bobinski, Alternate  
Christine Mele, Alternate

Also Present: Martin Connor, AICP, City Planner

Not Present: Paul Summers, Member  
Greg Perosino, Member  
Doris Murphy, Member and Inland Wetlands Liaison  
Donna Greco, Alternate

1. **Call to Order:** Chairman Richard Calkins called the meeting to order at 7:00 p.m., Torrington City Hall Council Chambers, Room 218, 140 Main Street, Torrington, CT

2. **Attendance/Announcement by Chairman:**

Chairman Calkins announced present and serving on the Commission this evening will be Commissioners Greg Mele, Jim Bobinski, Christine Mele and Richard Calkins. Also present is City Planner Martin Connor, AICP.

Mr. Connor reviewed information he acquired last evening when he attended a Community Natural Resource Planning Program that was put on at the University of Connecticut CLEAR Program. Also discussed was the CEDS study by the itchfield Hills Council of Elected Officials in the Northwest Council of Government, the two Planning Agencies which encompass twenty towns in the area which are in the process of completing a regional economic study. A survey form is available which would be great if the Commission members would fill out (emailed earlier today by Mr. Connor).

3. **Minutes for Approval:**

- a. 4-25-12

Ms. Mele abstained from voting as she was not present at that meeting.

MOTION by Mr. Mele to approve the 4/25/12 minutes, seconded by Mr. Bobinski, motion carried.

4. **Old Business:**

- a. Enforcement Update

No update.

- b. Site Plan 1037

Applicant: Shawn V. Pace  
Location: 560, 574 & 576 South Main Street  
Proposal: Construct two commercial buildings, each 50' x 120'

William Colby, the engineer representing the applicant was present, and Mr. Colby granted a 65 day extension on the subject Site Plan application.

MOTION by Mr. Mele to table this item, seconded by Mr. Bobinski, unanimously carried.

c. Site Plan 1038

Applicant: Colby Engineering and Consulting  
Location: Migeon Avenue, Assessor's Map 222-5-35  
Proposal: Construct two commercial buildings, 2,400 sq. ft. and 2,800 sq. ft.

William Colby of Colby Engineering and Mike Rossi (potential purchaser) appeared before the Commission. Mr. Colby reviewed site details.

Mr. Connor reviewed his memo to the Commission dated May 1, 2012. The applicant shall address the comments of the City's Traffic Division Officer Pisarski's comments in a letter dated March 15, 2012 to the Commission. Assistant City Engineer Matt Walsh's comments are contained in a memo to the City Planner dated March 20, 2012, and these comments need to be adequately addressed to the satisfaction of the Engineering Department. Mr. Colby's revised plans and a response letter was submitted to address Mr. Walsh's concerns. It is recommended the applicant follow the advice of Fire Chief John B. Field, Jr. The applicant shall file for a Sewer Discharge Permit and submit all the required information to WPCA per Ray Drew, WPCA Administrator. The Architectural Review Committee made a unanimous favorable recommendation on the proposal.

Mr. Connor's conclusion to this memo is that if the Engineering comments contained in Assistant City Engineer Matt Walsh's memo of March 20, 2012 along with Officer Pisarski's letter dated March 15, 2012 to the Commission are adequately addressed, approval is recommended with conditions.

Mr. Mele inquired if there were any easements in place for the construction of the building in the area where there is a three foot setback to the neighboring property and Mr. Colby responded it will be tight in that area. Mr. Mele inquired if screening is needed around the dumpster and Mr. Connor responded that has been noted and screening has been recommended.

MOTION by Mr. Mele to APPROVE Site Plan Site Plan 1038

Applicant: Colby Engineering and Consulting  
Location: Migeon Avenue, Assessor's Map 222-5-35  
Proposal: Construct two commercial buildings, 2,400 sq. ft. and 2,800 sq. ft.

With the following conditions:

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.
2. Per WPCA Administrator, Ray Drew, the applicant shall submit an application for sewer discharge permit and remit the required capacity fee and plans as per Mr. Drew's memo to the City Planner dated 4/30/12.
3. It is recommended that the applicant follow the advice of Fire Chief John B. Field, Jr., contained in a memo to the City Planner dated 3/19/12.
4. The dumpster area shall be screened using solid wood or vinyl fencing.

MOTION seconded by Mr. Bobinski, unanimously carried.

d. Site Plan 1043

Applicant: Brooker Memorial, Cathy Coyle  
Location: 157 Litchfield Street  
Proposal: Additions and renovations to Maria Seymour Brooker Memorial

Ms. Cathy Coyle of Brooker Memorial appeared and explained the enlarged spaces proposed, there will not be an increase in the number of children, just in the area/space provided for child care.

There is a great demand for their dental services, and this proposal will enable Brooker Memorial to expand that program. Another goal is to improve the energy efficiency and the exterior aesthetics of the building.

Peter Wells of Tuthill Wells Architects in Avon, CT appeared before the Commission and explained the additions and pitched roof proposed and the location of the energy units in the basement and attic addition. (Portions inaudible)

Mr. Connor read his memo dated May 3, 2012 to the Commission.

MOTION by Mr. Mele to APPROVE Site Plan 1043

Applicant: Brooker Memorial, Cathy Coyle

Location: 157 Litchfield Street

Proposal: Additions and renovations to Maria Seymour Brooker Memorial

With the following conditions:

Per Ray Drew, Administrator, WPCA in an e-mail memo to the City Planner dated 4/18/12:

1. Owner shall submit application for Sewer Discharge Permit.
    - a. Application shall include
      - I. Proposed total square foot addition
      - ii. Days of operation per week
      - iii. Number of full and part time employees
      - iv. Projected number of clients/users per day
      - v. Proposed use of additional space and proposed expansions of existing operations.
  2. Capacity Reserve Fee shall be submitted (Fee shall be determined upon receipt of items in #1)
  3. Plan shall show existing and proposed connections to Sanitary Sewer Mains
    - a. Sanitary sewer laterals shall be inspected via CCTV and pressure tested, testing shall be witnessed and approved by Department of Engineering, laterals may not be used or reused until passed. Test reports shall be submitted to Department of Engineering and WPCA.
    - b. Confirm proposed bathroom on West Exterior wall is not open to the public.
  4. There shall be no groundwater or stormwater directly or indirectly discharged to sanitary sewers. Facility shall be inspected by WPCA to ensure compliance with Torrington Code, Section 170-14.
  5. Shall submit application for Fats, Oil and Grease permit for Kitchen operations.
    - a. If applicable shall comply with State of CT General Permit for The Discharge of Wastewater Associated with Food Preparation Establishments.
  6. Shall comply with all Federal, State and Local regulations as they pertain to wastewater discharges.
    - a. Shall submit copies of all federal and/or state permits required as they pertain to wastewater discharges. (Note: of particular interest is the dental operations)
  7. When feasible use of phosphate free cleaners and detergents is required.
  8. Contact Ray Drew (860)485-9166 for additional information and or clarification.
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2. Per Fire Chief, John B. Field, Jr., memo to the City Planner dated 4/13/12, it is recommended that the renovations/addition be equipped with a complete and compliant fire protection system, if not already existing, a secure lock box be installed on the exterior of the buildings near the main door to allow Fire Fighters quick access to the buildings after hours and the Fire Marshal inspect the buildings for compliance to the Life Safety Code prior to issuance of a Certificate of Occupancy.
  3. The applicant shall address the comments of Assistant City Engineer Matt Walsh as outlined in his May 9, 2012 e-mail to City Planner Martin Connor.

MOTION seconded by Mr. Bobinski, unanimously carried.

5. New Business:

- a. Site Plan 1045  
Applicant: Gregory L. Mele  
Location: 23 Garfield Street  
Proposal: Warehouse building addition

MOTION by Ms. Mele to table this application, seconded by Mr. Bobinski, motion carried with Mr. Mele abstaining from voting.

6. Public Hearing Scheduled for Wednesday, May 9, 2012, 7:30 p.m., City Hall Council Chambers, Room 218, 140 Main Street, Torrington, CT:

- a. Special Exception 12-271 / Site Plan 1044  
Applicant: Doug Korfel  
Location: 500 Technology Park Drive (lot 10)  
Proposal: Reduction of sideyard setback to 50 feet (required 75 feet)  
Section 4.14 Industrial Park sideyard setback. Construct 40' x 80' commercial building

At 7:40 p.m. Chairman Calkins opened the public hearing and stated serving on the Commission this evening will be Jim Bobinski, Christine Mele, Greg Mele and Richard Calkins. Also present is City Planner Martin Connor.

Mr. Mele read the legal notice which was published in the Republican American.

Doug Korfel appeared before the Commission and verified the public hearing sign was properly posted and Mr. Korfel submitted neighborhood notification receipts. Mr. Korfel explained his business which is deer and wildlife exclusion fencing. The property has ledge, water lines and gas easements which created the need for this Special Exception to reduce the sideyard setback to 50 feet.

Mr. Connor noted this property needed much thought and work to make it work due to the ledge, wetlands in the rear and the many easements that are located on the property.

Mr. Connor read his memo to the Commission dated April 27, 2012.

There were no comments from the public.

Mr. Calkins declared the public hearing closed at 7:54 p.m.

MOTION by Mr. Mele to APPROVE Special Exception 12-271 / Site Plan 1044

- Applicant: Doug Korfel
- Location: 500 Technology Park Drive (lot 10)
- Proposal: Reduction of sideyard setback to 50 feet (required 75 feet), Section 4.14 Industrial Park sideyard setback. Construct 40' x 80' commercial building

with the following conditions:

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 a Zoning Permit.
2. Per WPCA Administrator Ray Drew, the applicant shall submit an application for sewer discharge permit and remit the required capacity reserve fee and plans as per Mr. Drew's memo to the City Planner 4/27/12.
3. It is recommended that the applicant follow the advice of Fire Chief, John B. Field, Jr., contained in a memo to the City Planner dated 4/26/12.

MOTION seconded by Mr. Bobinski, unanimously carried.

7. **Adjournment:**

MOTION by Ms. Mele to adjourn at 7:54 p.m., seconded by Mr. Bobinski, unanimously carried.

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Land Use Office  
Planning and Zoning Commission