

**TOWN OF CROMWELL
ECONOMIC DEVELOPMENT COMMISSION**



*Regular Meeting
7:00 P.M. Thursday March 17, 2011
Room 222 Cromwell Town Hall*

AGENDA

1. Call to Order
2. Roll Call/Seating of Alternates
3. Approval of Agenda
4. Public Comments
5. New Business:
 - a. None.
6. Economic Developer Report
7. Stimulating Economic Development:
 - a. Marketing
8. Old Business:
 - a. Main Street Revitalization Project
 - b. Planning & Zoning Issues:
 - i. New Zoning Regulations
 - c. Zoning Enforcement
 - d. Northern Tier Industrial Development
 - e. EDC "A-frame" signs
 - f. Façade Program:
 - i. 41-34 River Road
 - g. Tax Abatement Program
9. Communications (see attached P&Z Report; Zoning Enforcement Report; P&Z Minutes)
10. Chairman's Comments/Commissioners' Comments
11. Approval of Minutes:
 - a. January 20, 2011
12. Good & Welfare
13. Adjourn

RECEIVED FOR FILING
3/7 2011 at 2:23 P.M.
TOWN CLERK'S OFFICE
CROMWELL, CONN.

Darlene A. DiPoto
TOWN CLERK

Memo

To: Planning & Zoning Commission
From: Fred Curtin, Wetland/Zoning Officer
Date: 3/9/2011
Re: Activity Report 3/9/11

20 Commerce Drive; Advance Copy: Delta Building posted a cash bond for the amount of \$11,900.00 for the unfinished site work.

At the October 6, 2005 P & Z meeting, the \$11,900.00 bond was reduced to \$5,000.00. I've reinspected the property and the \$5,000.00 balance can be released.

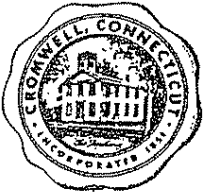
Alcap Ridge; Rocky Hill Material: The court has set a date for "Status Conference" to resolve the issues between the Town and Rocky Hill Material. If there is no resolution, a court hearing will be scheduled in April.

Site Bonds: As requested I'm enclosing cash bonds for different projects in Town. Please note, some are Inland Wetland bonds.

Attachments

P&Z permit report 2011

Permit#	Name of Applicant	Site Location	Type of Activity	Decision Date	Status
11-01	All Pallet Recycling Special Conditions: NONE	40 Commerce Drive	Mfg. & Rebuilding pallets	Withdrawn	Withdrawn
11-02	All Pallet Recycling Special Conditions: NONE	40 Commerce Drive	Mfg. & Rebuilding pallets	Withdrawn	Withdrawn
11-03	Francine McKiernan Special Conditions: NONE	60 South Street	Extend wetland permit 06-02	Pending	Pending
11-04	Tighe & Bond, Inc. Special Conditions: NONE	Off Meadow Road	Well #4 Pumping Station	Denied 3/1/11	Denied 3/1/11
11-05	P & Z Special Conditions: NONE	Town wide	Incentive Housing Zone	On going	On going
11-06	Douglas Dorsey Accelerated Fitness Solutions Special Conditions: NONE	77 Berlin Road	Personal Training	Approved 2/8/11	Approved 2/8/11
11-07	Adam Wallace Carey Mfg. Co. Special Conditions: NONE	30 Sebethe Drive	Warehouse & Sales Office	Approved 2/11/11	Approved 2/11/11
11-08	H & C Developers Special Conditions: One year extension	Woodside Road	Newbury Estates Extension	Approved 3/1/11	Approved 3/1/11



**Town of Cromwell
Planning and Zoning Commission**

RECEIVED FOR FILING
3-7 2011 at 8:30 a.m.

TOWN CLERK'S OFFICE
CROMWELL, CONN.

REGULAR MEETING
7:00 P.M. TUESDAY, MARCH 1, 2011
ROOM 224 CROMWELL TOWN HALL, 41 WEST STREET

Jean Ahlquist Asot
TOWN CLERK

Present: Vincent Faienza, Nicholas Demetriades, Joseph Gararfalo, Michael Cannata, Doug Sienna, Alice Kelly and Thomas Madden.

Absent: Peter Keithan, Thomas O'Neill

Also Present: Zoning Enforcement Officer Fred Curtin, Town of Cromwell Human Resources Director Tom Rohr, BOS Liaison Anthony Varricchio, Sr.

1. Call to Order

The meeting was called to order at 7:05pm by Chairman Vincent Faienza, presiding.

2. Roll Call

The presence of the above members was noted.

3. Seating of Alternates

There were none present.

4. Approval of Agenda

Motion made by Nicholas Demetriades to amend the agenda to table application #10-72 Revised Zoning Regulations and Zoning Map until April 5, 2011 and to remove Applications # 11-01 and 11-02 from All Permit Recycling since they withdrew the applications. Alice Kelly **seconded** the motion to amend the agenda. *All were in favor; the motion passed.*

Motion to approve amended agenda made by Douglas Sienna and **seconded** by Joseph Garafalo. *All were in favor; the motion passed.*

5. Public Comments

Mr. Myron Johnson, 16 Pleasant Street: presented a copy of the General Assembly's Proposed Bill No. 768 which is regarding the construction of exit 19 South on Route 9 in Cromwell. Mr. Johnson also expressed his frustration of receiving a citation in the mail regarding his truck. The committee asked Mr. Johnson to explain in detail the citation. Mr. Johnson went on to say that this is the result of a few people in town who have an issue with him. He wants there to be a new rule that says the person initiating a complaint should be in a certain proximity to the location the complaint is being made about. Committee member Michael Cannata said either you are in compliance or not and that is up to ZEO Fred Curtin.

6. **Development Compliance Officer Report:**

a. Activity Report

Fred Curtin reviewed the spreadsheet handed out to the committee. He explained that all the docs for Alcap Ridge have been signed and there is court action against the previous owner. He also said that the issue regarding the foundations of two lots being too close together at Mystique Lane has been resolved.

7. **Town Planner Report:**

a. Performance Bond Actions:

1. Old outstanding cash performance bonds

Fred Curtin reviewed the bonds and made recommendations to release 4 old bonds. Alice Kelly asked if there more old ones to please put them on the next report. Fred agreed he would. Alice also asked if the owner of Franco's would spruce up the landscaping as it is not very attractive before that bond is released.

Motion made by Michael Cannata to release the \$3000 bond for Summerbrook II based on the recommendation of the ZEO and **seconded** by Tom Madden. *All were in favor; the motion passed.*

Motion made by Joseph Garafalo to release the \$2800 bond for the car wash at 23 Shunpike based on the recommendation of the ZEO and **seconded** by Doug Sienna. *All were in favor; the motion passed.*

Motion made by Alice Kelly to release the \$5000 bond for Central Mechanical at 11 Progress Drive based on the recommendation of the ZEO and **seconded** by Tom Madden. *All were in favor; the motion passed.*

b. Public Hearings to be Scheduled: none

c. "Monnes Farms" subdivision open space incident

Attorney Salvatore Petrella came up to the podium to comment on the "Monnes Farm" open space incident. Chairman Faienza asked the committee to refrain from engaging in conversation with Attorney Petrella and to just listen to his comments. They would save any comments for a future date. Attorney Petrella then prefaced his presentation by saying his comments are his understanding of the facts based on the police report and from documents provided by Attorney Walter Twachtman who represented the developer, William Coons. He said that Mr. Coons has experienced great humiliation and pain from this ordeal which was a "perfect storm" of miscommunications, errors and oversights. He said that Coons was accused of trying to scheme Cromwell out of open space but the Cromwell Police and State Attorney Timothy Liston both have concluded there was lack of specific criminal intent on the part of Mr. Coons. He recommended that the commission read both Mr. Liston's report and the police report. Attorney Petrella then went on to relay the events that took place from 2006-2010. He gave Chairman

Faienza a copy of his comments.

Attorney Twachtman came up to also express his comments. He said that all communications with Town Planner Craig Minor went as they should have. The deed was sent to Mr. Minor in March of 2006. Mr. Minor sent the deed to the town attorney's office on 3/31/06 and they did not hear anything for 3 years. He wanted to make the committee aware that Mr. Coons had no interest in keeping the property. Attorney Twachtman gave a copy of all the documents he had pertaining to this issue to Chairman Faienza. He said these were the same documents that he had given the Cromwell Police Department.

8. **Public Hearing and Possible Action:** none.

9. **Old Business:**

- a. Application #11-04: Request for Sec. 8-24 Recommendation to Extend Riverview Place. Town of Cromwell, applicant.

Chairman Faienza asked for comments regarding this application. Doug Sienna said the road doesn't meet current specs. Michael Cannatta said that there are 3 private driveways and if the homeowners want the road up to spec then they should do it. It is not up to the taxpayers to do so. Alice Kelly agreed and said they have nothing in writing from the Department of Public Works and would like to know what their ideas for the scope of the project are. Michael Cannatta did not think it was a good idea for taxpayers to absorb the cost. Joseph Garafalo wanted to know if there were catch basins on the road and what kind of drainage systems would be involved. Tom Madden and Enzo Faienza did not think it was a good idea.

Motion was made by Doug Sienna to deny application #11-04 without prejudice pending more information and **seconded** by Tom Madden. *All were in favor; the motion passed.*

10. **New Business:**

- a. Application #11-08: Subdivision Approval Extension for "Newbury Estates". H&C Developers LLC, owner/applicant.

A letter was read by the Chairman from homeowners Elizabeth and Chris Galletta.

Attorney Petrella presented the application and provided some insight on why they need an extension. They have spent the past five years trying to get the proposed spur road to work, but the Board of Selectmen finally decided to give up on it. They are now trying to get the proposed spur converted into a driveway and rear lot. They do intend to be done by July or August 2011. He also assured the Commission that they would grade the area in the spring planting season.

Attorney Petrella then brought up the issue of grading. He said the Town Engineer feels the final grades behind the houses on the north side of Newbury Lane are too high, but James Cassidy, the project engineer, does not agree. Attorney Petrella will get the two of them together to resolve it.

Motion made by Alice Kelly to approve application #11-08 for one year to March 5, 2012 and was **seconded** by Joseph Garafalo. *All were in favor; the motion passed.*

11. Communications

Alice Kelly read a thank you card from Commissioner Peter Keithan for a fruit basket sent to him by the commission.

12. Commissioners' Comments

a. Chairman Faienza distributed comments from Town Engineer Joe Mazurek regarding the performance bond meeting held with the staff last month.

b. Alice Kelly commented on the zoning regulations sub-committee meeting held the night before on 2/28/11. She thanked the members for a thorough review of the new Zoning Regulations and said she would be requesting the meeting minutes and updated regulations from Craig Minor. They would have one more sub-committee meeting before April 5th to finalize the Zoning Regulations.

13. Approval of Minutes:

a. February 15, 2011

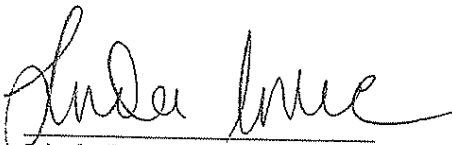
These minutes were not available.

Motion made by Alice Kelly to table the approval of the February 15th minutes until March 15th and was **seconded** by Joseph Garafalo. *All were in favor; the motion passed.*

14. Adjourn

Motion made by Doug Madden to adjourn the meeting at 8:20pm and was **seconded** by Alice Kelly. *All were in favor; the motion passed.*

Respectfully Submitted,



Linda Imme
Clerk

TOWN OF CROMWELL
ECONOMIC DEVELOPMENT COMMISSION



Regular Meeting
7:00 P.M. Thursday January 20, 2011
Room 222 Cromwell Town Hall

RECEIVED FOR FILING
01/26 2011 at 1:44 P.M.
TOWN CLERK'S OFFICE
CROMWELL, CONN.

AGENDA

PRESENT: Chairman Richard Nobile, Mertie Terry and Joe Fazekas

Gloria Brendegast, Asst.
TOWN CLERK

ABSENT: Robert Jahn

ALSO PRESENT: Selectman Al Waters and EDC Coordinator Craig Stevenson (arr. 7:09p.m.)

1. **Call to Order:** Chairman Nobile called the meeting to order at 7:05p.m.
2. **Roll Call/Seating of Alternates:** The above mentioned members were introduced. No alternates were present.
3. **Approval of Agenda:** A motion was made by Mr. Fazekas and seconded by Ms. Terry to approve the agenda with the addition of item 5.a. Presentation by Mr. Fazekas and was *unanimously approved.*
Motion passed.
4. **Public Comments:** Phil Gagnon, 13 Harrison Drive, asked what the current status is of the rewriting of the P&Z regulations. Mr. Waters shared that an attorney has been hired to review the document. Mr. Gagnon is concerned about the permit process for 'Business Park' and 'Industrial Business' zones. Mr. Gagnon would like to the process begun again to improve the regulations and asked if there is a timeline for finishing the new regulations. Mr. Stevenson is unaware that there is a deadline and that Mr. Minor would be better equipped to answer that question. Mr. Gagnon made suggestions for improvements to the regulations. Chairman Nobile commented that the P&Z commission doesn't want to lose their power over the development of the town and use the regulations to control development. Mr. Stevenson stated that he has met with the sub-committee and they did make some suggested changes.
5. **New Business:**
 - a. **Presentation by Mr. Fazekas:** Mr. Fazekas stated that he had submitted a tax abatement request on December 10, 2009 before Mr. Fazekas was a member of the commission. The request was sent to the First Selectman, forwarded to Mr. Price and then on to Mr. Mazurek. Mr. Flanders responded in 2010 that the use of the building was not permitted under the EDC guidelines. The request was for the Learning Experience daycare center. There is a pad for retail use (4,200 sq. ft.) adjacent to the existing building. Mr. Fazekas submitted a copy of the tax assessor's bill for the concrete pad currently valued at about \$30,000 but being taxed at a value of about \$170,000. Mr. Fazekas stated that the developer will be appealing the assessment in February by the 18th. Chairman Nobile doesn't feel that there is a correlation between the tenant and the building and would consider abatement on the building only. Mr. Stevenson believes that another daycare center (KinderCare) received a tax abatement. Mr. Fazekas stated that the original request was for the daycare center and didn't receive any reply stating that there was a problem with the application. Mr. Fazekas would consider the

business as retail business-providing a service and selling items such as t-shirts. Ms. Terry stated that the town is trying to get businesses into town and would like to remedy the fact that it has taken thirteen months for this application to come before the EDC. Mr. Stevenson believes that this is a subjective decision based on the 'use' of the building and whether a daycare is a retail use. Mr. Stevenson stated that the daycare sells its services directly to the customer, not to another business and therefore it could be considered a retail service provider and eligible for consideration for tax abatement. The tax abatement request was submitted about a month before the C.O. was issued. The requested abatement is for 60% over two years which would be a comparable request to those made by The Computer Company and others.

A motion was made by Ms. Terry and seconded by Chairman Nobile that Mr. Stevenson to recommend to the Board of Selectmen that the project receive two year 60% tax abatement and that the EDC Coordinator prepare a package for presentation to the Board of Selectmen and was approved. Motion passed. Mr. Fazekas abstained.

6. **Economic Developer Report:** Mr. Stevenson handed out copies of his report and a copy of the letter submitted to P&Z regarding changes suggested by Mr. Gagnon to the P&Z regulations. Ms. Terry asked how many STEAP grants are available to a community because Mr. Flanders made a presentation for a project at a recent Board of Selectmen meeting. Mr. Stevenson is unaware of any STEAP grants being offered at this time. Mr. Waters stated that the boulevard would be a loop in the River Road and Nooks Hill Road area. Ms. Terry understood that for example bikes could be rented and a retail store could be opened.

Mr. Stevenson reviewed his report. (Attached)

7. **Stimulating Economic Development:**

- a. Marketing: Covered in Mr. Stevenson's report.

8. **Old Business:**

- a. Main Street Revitalization Project: Chairman Nobile thinks the lights should be installed further south on Main Street to try and tie in the rest of Main Street. South to Melilli's on the west side and to Cromwell Energy on the east side.
- b. Planning & Zoning Issues:
- i. New Zoning Regulations: Discussed above.
- c. Zoning Enforcement: None.
- d. Northern Tier Industrial Development: Chairman Nobile asked if there is any progress on County Line Road. Mr. Stevenson thinks that until another business goes in requiring improvements to the road there is nothing to do now. Chairman Nobile isn't sure where it stands with SYSCO and Mr. Stevenson believes the planning needs to be completed. Chairman Nobile asked what should be done first: building back towards the transfer station or improving the road. Mr. Stevenson believes the priority is installing sewer lines to the back of the property first to encourage development.
- e. EDC "A-frame" signs: The commission discussed beginning this program on April 1, 2011.

f. Façade Program:

i. 41-34 River Road: Chairman Nobile stated that he wasn't on the Board of Selectmen meeting agenda. Mr. Stevenson stated that he was informed by Mr. Mazurek that there are no more funds in the account for façade improvements. Commission members asked for an accounting of the money from the account. Mr. Stevenson stated that approval would have to be made by the state for use of the money for anything other than what it was intended for. Mr. Stevenson will request an accounting of the funds.

g. Tax Abatement Program: None.

9. **Communications** (see attached P&Z Report, Zoning Enforcement Report, P&Z Minutes)

10. **Chairman's Comments/Commissioners' Comments:** Chairman Nobile wants to make sure visits are made to other businesses. Mr. Fazekas thanked Mr. Stevenson for the headway the commission has made since his return.

11. **Approval of Minutes:**

a. December 16, 2010: A **motion** was made by Ms. Terry and **seconded** by Mr. Fazekas to approve the minutes of December 16, 2010 with the completion of Michael Slifer's comment to read "...no other access than *from Rte. 3*" and was *unanimously approved. Motion passed.*

12. **Good & Welfare:**

13 **Adjourn:** A **motion** was made by Ms. Terry and **seconded** by Mr. Fazekas to adjourn at 8:49p.m. and was *unanimously approved. Motion passed.*

Respectfully submitted,

Catherine Potter
Catherine Potter
Clerk



Economic Development Report January 2011
Page 1 of 1

Northern Tier

STEAP Grant. No new information.

Rte. 3 Corridor Study. Tighe & Bond have been engaged to conduct a study of the Route 3 Corridor. First Selectman and Town Staff met with T & B and Rocky Hill town staff on Jan. 4. A discussion of the future development of both sides of the Town border took place. The idea of a regional infrastructure project to benefit both Towns was discussed. Cromwell has provided information and documents to assist in the Study.

Business Development

Retail Building at 181 Shunpike Road, the owners of the property are seeking tax abatement. Currently the building is occupied by The Learning Experience, a national child care firm. The Learning Experience has over 200 sites nationwide. In Cromwell they employ 20 people and provide child care and education for 75 families. They serve children from 6 weeks to 5 years of age.

Melilli Cafe & Grill. Melilli's was awarded an Economic development grant not to exceed \$10k to improve the parking lot of the business. The funds will be awarded on completion of the work and after an Assistance Agreement based on the Town's incentive policy is executed. A contractor has been selected and work will commence in the spring.

GKN Services Structures. The Company is continuing to seek assistance in establishing a fiber optic internet connection and additional parking. Previously the Town has authorized up to \$15k to provide this infrastructure improvement to Corporate Row. Comcast has provided an estimate and AT & T is in the process of reviewing the project to provide an alternative.

Upcoming Business Visitations

Delta Building – scheduled for next week
Jack Gardner

Liturgical Publications – scheduled for next week
Other?

Planning & Zoning Issues. The attached recommendations were made to P & Z regarding the Zoning new zoning regulations. Attended the meeting and sub-committee to discuss the suggested changes.

Marketing

Web Site. – The development of an economic development web site is progressing; The Computer Company of Cromwell has provided an estimate that conforms to the budget. There is a possible benefit from the existing explorecromwell.com web site and the owner will be contacted regarding this possibility.

Hartford Publications. Mike McGary has been contacted and is preparing a proposal to have an update ready for the next Travelers Championship.

TOWN OF CROMWELL ECONOMIC DEVELOPMENT



January 3, 2011

Mr. Enzo Faienza, Chair and Members
Planning & Zoning Commission
Town of Cromwell
41 West Street
Cromwell, CT 06416

Re: Zoning Regulations

Dear Chairman Faienza:

Thank you for holding open the hearing regarding the Zoning Regulations. During the past several weeks, I have had the opportunity to review the regulations. It is evident that great time and care was taken to create a predictable and user friendly business environment. The Basic Standards and Procedures exemplify this concept. I have two suggestions that may improve what seems to be the desired outcome of this effort.

1. Limit the use of the Special Permit by moving the following uses to Site Plan Approval in the following Zones.
 - a. Business Park Zone: Assembling, manufacturing and processing facilities
 - b. Industrial Zone: Assembling, manufacturing and processing facilities
 - c. Industrial Zone: Warehousing and wholesale business not retail
 - d. Industrial Zone: Research Laboratory

2. Add the following uses at least by Special Permit to the following zones.
 - a. Business Park Zone: Warehousing and Distribution of Goods (Due to the potential intense traffic generation Special Permit is reasonable)
 - b. Business Park Zone: Research Laboratory (Site Plan)
 - c. Business Park and Industrial Zone: Data Storage, Processing or Information Technology Facility (Site Plan)
 - d. Business Park and Industrial Zone: Audio, video, mass media production (Site Plan)

The above uses represent targeted industries currently incentivized and recruited on the State level. These are also uses that have in the past been investigated in Cromwell or have a high level of compatibility with the assets of this community. If there are concerns regarding quality and compatibility with any of the above uses I strongly recommend the development of standards that can be required as part of the Site Plan Approval process. This creates a more predictable and business friendly environment, even if the standards dictate a high quality level.

I hope these recommendations are helpful and assist in the objectives set forth by the Commission. Please contact me if you have any questions or require additional information.

Sincerely,

Craig Stevenson
Economic Developer