

**TOWN OF CROMWELL
PLANNING AND ZONING COMMISSION
7:00 PM TUESDAY, JANUARY 18, 2022
COUNCIL CHAMBERS CROMWELL TOWN HALL, 41 WEST STREET
MINUTES AND RECORD OF VOTES**

Present: Chairman Alice Kelly, Vice Chairman Michael Cannata, Nick Demetriades, John Keithan, Robert Donahue, and Ann Grasso

Absent: Brian Dufresne, Ken Rozich, Chris Cambareri, and Paul Cordone

Also, Present: Director of Planning and Development Stuart Popper and Zoning Enforcement Officer Bruce Driska

1. **Call to Order:** The meeting was called to order by Chairman Alice Kelly at 7:00PM.

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Feb 04, 2022 02:09P
JoAnn Doyle
TOWN CLERK
CROMWELL, CT 

2. **Roll Call:**

The presence of the above members was noted.

3. **Seating of Alternates:**

Michael Cannata made a motion to seat Robert Donahue as an alternate; Seconded by Ann Grasso. *All in favor, Motion passed.*

4. **Approval of Agenda:**

Mr. Popper said he would like to add Application #22-01: Request for a Special Permit to hold the PGA Tour Event at One Golf Club Road. The Greater Hartford Community Foundation is the Applicant and the TPC River Highlands is the Owner to New Business: under Accept and Schedule New Applications:

He also said he would like to add under New Business, item B, Election of Officers.

Michael Cannata made a motion to approve the amended agenda. Seconded by John Keithan. *All in favor, Motion passed.*

5. **Public Comments:**

There were no public comments

6. **Development Compliance Officer Report:**

Mr. Driska talked about the Planning and Zoning Permit Report. He explained the report is not lengthy because it is the beginning of the new year, and this is a slower time than usual. He explained that there is a lot of carry over items including active items and in progress items. Chairman Alice Kelly asked about the status of Chicago Sam's and Mr. Driska said construction will be done in the Spring.

Mr. Driska said Cromwell Village i.e. The Landon on Country Squire Drive is just about ready to be signed off by all the town staff. He noted that there are a few items that are outstanding that staff is looking for. Mr. Driska said the town will need documentation to provide that the underground stormwater system was properly designed so a third-party independent engineering firm is providing us with that information.

Chairman Alice Kelly asked Mr. Driska what will happen at the Nike site and the surrounding properties if we again have those tremendous rain storms as earlier in the year.

Mr. Driska explained that since those storms the paving and curbing has been completed and all drains connected to the storm drainage system at the site. He noted the emergency access drive has been paved and rip rap swales installed to catch any water draining down from the highest point on the site. He said there are gates on the both ends of the emergency access road. Mr. Driska said the gates are locked, and the Fire Marshall and Fire Department have the combination for the locks.

Chairman Alice Kelly asked if there will be an issue again with water going into people's basements. Mr. Popper said all the improvements have been inspected by town staff and they do not expect a repeat of the damage caused by the rain storms to occur again.

7. Town Planner Report:

Mr. Popper said RiverCOG is sponsoring an online presentation on the regional housing plan on Monday, January 24th via Zoom at 7:00 PM. He said on Tuesday, February 1st, there will be presentation by the RiverCOG staff and their consultant on the Cromwell component of the regional housing plan via Zoom at 7:00PM. Mr. Popper said that an invitation will be sent out for both of these programs along with invitation to complete a survey on housing in Cromwell.

He said that the PZC meeting on February 1st, will be cancelled so that everyone can set aside time to watch and participate in the Cromwell Housing zoom program. Mr. Popper said we would appreciate all members participating.

8. New Business: Accept and Schedule New Applications:

a. Application #22-01: Request for a Special Permit to hold the PGA Tour Event at One Golf Club Road. The Greater Hartford Community Foundation is the Applicant and the TPC River Highlands is the Owner

Mr. Popper asked the commission to accept this application and schedule it to be hear in February or March.

Michael Cannata made a motion to accept Application #22-01: Request for a Special Permit to hold the PGA Tour Event at One Golf Club Road. The Greater Hartford Community Foundation is the Applicant and the TPC River Highlands is the Owner. Seconded by John Keithan. *All in favor, Motion passed.*

9. New Business:

a. Application #21-31: Request for Site Plan Modification at 60 Hicksville Road to allow for construction of additional parking spaces and parking lot improvements. Adelbrook, Inc is the Applicant and the Owner.

Mr. Popper said this application was before the Inland Wetlands Agency and was approved at their last meeting.

Mr. Henry Thomas, RLA, from the LRC Group at 160 West Street in Cromwell said Adelbrook, Inc. has submitted a Site Plan Modification application to expand parking and drop-off facilities. He noted that this is being done to better accommodate the demand for employees and visitor parking on campus. Mr. Thomas explained the unusual circumstances caused by the requirement of shift overlaps that occur several times over the course of a typical 24-hour day and as well as the nature of the student transportation (auto/van) and drop-off / pickup that is typical of the school function at the facility.

Mr. Thomas explained that presently, the campus contains 199 existing parking spaces. The proposed plan provides for an increase of 71 spaces to a total of 267 parking spaces as follows:

- Three new permeable asphalt parking bays along Missionary Road (net addition of 36 spaces).
- Improvement of existing lots near the Unity Center and School including addition of permeable asphalt parking bay (Lot #2 and #4 - net addition of 12 spaces).
- Expansion and renovation of the main lot (identified as lot #1 on the submitted site plans) at the NW corner of the developed campus (net addition of 20 spaces).

Mr. Thomas explained that the existing queuing for the student drop-off and pickup activity in Lot #2 in front of the School Building and on the Missionary Road (the main campus private drive). He noted that the expansion plan for Lot #1 includes development of a dedicated queuing lane to remove this que as a traffic consideration on Missionary Road.

Mr. Thomas explained that the proposed Stormwater management system of Lot #1 is designed to meet town standards and results in no net increase in discharge rate. He noted that the system also provides new stormwater quality measures with the installation of stormwater storage chambers which includes an isolator row that allows sediment and solids to be captured before runoff is released downstream. Mr. Thomas said new catch basins are equipped with 4' sumps to collect sediment and debris prior to entering the stormwater management system.

Mr. Richard Reynolds, project engineer at the LRC Group said improvements to the existing and proposed parking spaces will include curbing around the perimeter, queuing lanes, drainage structures and directional signage for vehicles. He said they will be adding two underground chamber systems. Mr. Reynolds said these chambers have an

isolator which traps sediment and allows the sediment to settle out, so it can be cleaned and not affect the wetlands area. He said the curbing will keep any spills or storm water runoff contained within the parking area.

The Commission members, town staff, Mr. Thomas and Mr. Reynolds briefly discussed the history of drainage, parking and traffic queuing issues at the facility and the recent improvements to the parking lots.

Mr. Popper said if the Commission were to act on the application this evening it would be with the conditions contained in Bruce Driska's memo dated October 22, 2021 and Jon Harriman's memo dated January 18, 2022.

Michael Cannata made a motion to approve Application #21-31: Request to conduct activities within the Upland Review Area to allow for the construction of additional parking spaces at 60 Hicksville Road Adelbrook, Inc. is the Applicant and the Owner with the conditions that the letter of Bruce Driska dated October 22, 2021 and the letter of Jon Harriman dated January 18, 2022 both be complied with.

The conditions are contained in Mr. Bruce Driska's memo dated October 22, 2021 and are as follows: 1) Include the name and 24 hour contact phone number of the person(s) responsible for erosion & sedimentation control on the Site Plan; 2) Implement the native trees and shrubs recommendations of Martin Brogie, LEP, Soil Scientist as described in the Wetlands Report, Item 7, Wetland Impacts and Mitigation, found on page 10. The Conditions are also contained in Mr. Jon Harriman's memo dated January 18, 2022 and are as follows: 1) The previous applications that were approved in 2017 and 2018 required an annual maintenance report detailing the previous years completed maintenance activities shall be submitted to the Zoning Enforcement Officer and Town Engineer by January 31st of the following year. These reports have not been received. 2) As a condition of approval these reports (2018 to present) shall be submitted. 3) Going forward; an annual maintenance report detailing the previous years completed maintenance activities shall be submitted to the Zoning Enforcement Officer and Town Engineer by January 31st of the following year. Without maintenance the existing and proposed storm water management/treatment devices become less effective and eventually fail. Seconded by Ann Grasso. *All in favor, motion passed*

b. Election of officers

Michael Cannata nominated Alice Kelly as chairman. Seconded by John Keithan. *All in favor, motion passed*

Alice Kelly nominated Michael Cannata as Vice Chairman. Seconded by Robert Donahue. *All in favor, motion passed.*

Michael Cannata nominated Ken Rozich as secretary. Seconded by Robert Donahue. *All in favor, motion passed.*

10. Commissioner's Comments:

There were no comments

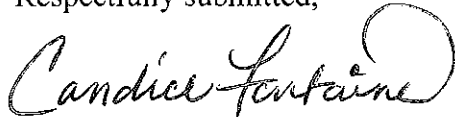
11. Approval of Minutes:

Mike Cannata made a motion to approve the amended minutes from December 21. Seconded by Ann Grasso. Robert Donahue abstained due to absence. *All in favor, Motion passed.*

12. Adjourn:

Mike Cannata made a motion to adjourn at 7:56PM. Seconded by Ann Grasso. *All in favor, Motion passed.*

Respectfully submitted,

A handwritten signature in cursive script that reads "Candice Fontaine". The signature is written in black ink and is positioned below the text "Respectfully submitted,".

Candice Fontaine
Recording Clerk