



**Town of Cromwell  
Planning and Zoning Commission**

***REGULAR MEETING  
7:00 P.M. TUESDAY OCTOBER 18, 2022  
COUNCIL CHAMBERS CROMWELL TOWN HALL 41 WEST  
STREET***

**Minutes and Record of Votes**

**Present:** Chairman Alice Kelly, Vice Chairman Michael Cannata, Paul Cordone, Ann Grasso, Chris Cambareri, Nick Demetriades, Robert Donohue

**Absent:** Paul Cordone, Ken Rozich, Brian Dufresne, John Keithan

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

**1. Call to Order**

The meeting was called to order at 7:02pm by Chairman Kelly.

**2. Roll Call**

The presence of the above members was noted.

**3. Seating of Alternates**

A motion was made by Michael Cannata and seconded by Ann Grasso to seat Robert Donohue as an alternate. All were in favor; the motion was passed.

**4. Approval of Agenda**

Mr. Popper asked to amend the agenda to add under 8. New Business: Accept and Schedule New Applications: Application #22-38: Request for a Special Permit under Section 5.3.E of the Zoning Regulations to allow for the installation of a church sign in an R-25 Zone District at 22 Nooks Hill Road. Holy Apostles College & Seminary is the Applicant and the Owner. He asked to also add to the agenda: under 9. New Business: Performance Bond Release for Scannell Properties #315, LLC, 100/120 County Line Drive and Performance Bond Release for DFC of Meriden, LLC, 6 Piney Ridge Road.

A motion was made by Michael Cannata and seconded by Chris Cambareri to approve the amended agenda.

Mr. Popper asked that the commission act on the release of the bonds before other new business.

**5. Public Comments - none**

**6. Development Compliance Officer Report:**

Mr. Driska referred the commission to his report in the meeting packet and asked if anyone had any questions and there were none. Mr. Driska handed out his memos regarding the performance bond releases.

**7. Director of Planning and Development Report:**

Mr. Popper said the proposed warehouse off of Shunpike Road and Geer Street was denied by Inland Watercourse and Wetlands Agency (IWWA) by a vote of 4-3. He said the applicant has 14 days to appeal and we haven't heard anything yet. Mr. Popper said the town received a grant and will be installing sidewalks from Covenant Village to Pierson Park. He said we have received a grant and the town will be moving forward with the renovation of the current football field and the installation of temporary facilities for referees and team meetings. Mr. Popper said there are ongoing discussions about relocating the football field to the high school someday. He said he attended the Middle School building committee meeting today and heard some ideas. Mr. Popper explained that there is concern about traffic onto Geer Street and they are looking at ways to create a more formal access to school since more people are driving their children to school.

Mr. Popper said at our next meeting on November 1, 2022 there will be a public hearing for the former Lord Cromwell site. He said the fast food chicken application will come back to us for a hearing but they need to complete their plans. Mr. Popper said there is an IWWA application for a 26,000 square foot medical facility on Shunpike Road next to the medical office building at 80 Shunpike Road.

Mr. Popper said we will also hear a presentation about the Plan of Conservation and Development (POCD) tonight.

**8. New Business: Accept and Schedule New Applications:**

- a. Application #22-38: Request for a Special Permit under Section 5.3.E of the Zoning Regulations to allow for the installation of a church sign in an R-25 Zone District at 22 Nooks Hill Road. Holy Apostles College and Seminary is the Applicant and the Owner.

Mr. Popper read application #22-38 and said it is a house and they want to put a sign in front of it saying it is the President's house.

A motion was made by Michael Cannata and seconded by Chris Cambareri to accept application

#22-38 and to schedule a public hearing on November 15, 2022. All were in favor; the motion passed.

**9. New Business:**

- a. Performance Bond Release for Scannell Properties #315, LLC, 100/120 County Line Drive.

Mr. Driska said that he can recommend that the site plan is in compliance to release the performance bond.

A motion was made by Michael Cannata and seconded by Robert Donohue to approve the performance bond #1712 release in the amount of \$51,188 (plus interest) for Scannell Properties #315. All were in favor; the motion passed.

- b. Performance Bond Release for DFC of Meriden, LLC 6 Piney Ridge Road

Mr. Popper said that the digital billboard was never installed at the Piney Ridge site since it was denied by DOT. He said the owner is working with a new attorney and will come in to make an informal presentation on their plans in the near future.

Mr. Driska said that the bond for 6 Piney Ridge Road was required for the approved the landscaping plan. He said one and half growing seasons have passed and it is in compliance.

A motion was made by Michael Cannata and seconded by Chris Cambareri to approve the performance bond release in the amount of \$20,000 (plus interest) for DFC of Meriden, LLC 6 Piney Ridge Road. All were in favor; the motion passed.

- c. Application #22-25: Request for Site Plan Modification to construct additional parking at 52 Missionary Road. Covenant Living of Cromwell, Inc. is the Applicant and the Owner.

Ann Grasso recused herself at 7:14pm.

Mr. Edward Hart, Licensed Engineer with SLR Consulting in Cheshire said the site plan for Covenant Living is 3-4 years old. He said we have added 5 parking spaces on the north side of the site behind homes on West Street. He said they have plantings for screening and they have checked for drainage and the small increase in runoff is not a problem.

Mr. Popper said that the parking spots have been installed after the site plan was approved. He said this is a modification to the original site plan. Chairman Kelly said this is modification number 3 since the plan was approved. Mr. Popper had told Mr. Hart that they have to apply for modifications before making any changes to the approved site plan.

Norman Aldrich, Facilities Director at Covenant Living, 52 Missionary Road, Cromwell said he was hired in November of 2021 and said he wasn't aware this had to be presented to the Commission. and he apologized. Mr. Aldrich said he has never been involved with these types of projects before. Mr. Cannata said you have to call Mr. Popper or Mr. Driska before you do

anything like this. Mr. Cambareri asked if these spots about a residence on West Street. and Mr. Aldrich said they are far back and there is a fence and there will be landscaping. Mr. Aldrich said that he has talked to the neighbors and they don't have any issues and don't seem to be concerned about the spaces. Mr. Cambareri said if we get a neighbor complaint we will need to address it. Mr. Popper said the neighbor is the person that advised of the construction of the parking spaces so they are aware of it. Chairman Kelly asked about snow removal. Mr. Aldrich said they will likely have to back blade the snow and move it further down the road. Mr. Hart said the spots are pitched towards the road and are not an issue for drainage. Mr. Popper said the Town Engineer had some concerns about drainage but they were addressed.

Mr. Donohue asked if there was a bond for the landscaping? Mr. Driska said yes. Mr. Hart said it is for \$6,000.

A motion was made by Michael Cannata and seconded by Chris Cambareri approve application #22-25 . Alice Kelly, Michael Cannata, Chris Cambareri, Nick Demetriades, Robert Donohue approved; the motion passed.

Chairman Kelly asked Mr. Popper to send a letter to Covenant Living to explain the planning and zoning process for applications to amend site plans. Chairman Kelly asked Mr. Driska if they could fine them for making an amendment without zoning approval and Mr. Driska said yes.

- d. Application #22-31: Request for Site Plan Modification to install charging stations at 150 Country Squire Drive. Cromwell Village Associates, LLC is the Applicant and Owner.

Ms. Grasso returned to the meeting at 7:26pm.

Mr. Popper reads application #22-31 and said there was an issue when we amended the regulations and allowed charging stations in commercial areas but didn't address residential areas. Mr. Popper said they are asking for a site plan modification and Chairman Kelly said they are asking something that is not allowed.

Mr. Rock Evans, Engineer with SLR Consulting of Cheshire said they are requesting a site plan modification to add six charging stations but that two of them have already been installed. He said they are dual front facing devices allowing for two vehicles to charge at once. He said we are asking for forgiveness for the two already installed and asking for four more since the demand is going up and we are trying to meet that demand. He said we realized we needed to come to Planning and Zoning and halted the installation. He said I did identify this on the site plan but didn't request it in the site plan modification as a change since I didn't realize it was a major change.

Mr. Cannata said this means that there will be twelve parking spaces out of play for normal parking and out of circulation for residents who are already complaining that parking is at a premium. Mr. Evans said that is correct, but the charging spaces are still parking for residents. He said there are 245 spaces on site plus the recently added tandem spots and there are numerous

parking spaces that are open. Chairman Kelly asked how many resident cars there are and Mr. Evans said they plan for 1.5 per unit so we exceed the regulations. Mr. Cannata said that our regulations need to be changed. He said I know three families who have trouble parking. Mr. Evans said parking is a problem. Chairman Kelly said you should ask if you can buy more parking spaces. Mr. Popper said there have been discussions to sell the developer some adjoining town land where they could build more parking spaces. Chairman Kelly said they should keep what they have for chargers and come back when they have acquired more land for more parking spaces. Mr. Cannata said he agreed but there are no steel ballards now and the chords are in the way of people walking.

Chairman Kelly asked if there was assigned parking and Mr. Evans said I don't believe that exists except for those tandem spaces. She said that is a problem.

Mr. Popper said he suggests the Commission decide if those two can stay and then make a motion to approve them with the conditions that the applicant can come back for the other four when they have resolved the parking issues.

A motion was made by Michael Cannata and seconded by Ann Grasso to approve application #22-31 for the two chargers already installed with the condition of adding steel ballards and improving the cabling on the southeast corner so it's not a trip hazard. No other chargers to be installed at this time. All were in favor; the motion passed.

c. Presentation on the Update of the Plan of Conservation and Development and the Zoning Regulations.

The recording tape was chanted at 7:45pm. The meeting resumed at 7:48pm.

Mr. Robert Collins, SLR said they are in the process of updating the POCD and the zoning regulations. He handed out a package outlining the approach and process of updating the POCD. He said there is synergy in reviewing and updating the POCD and zoning regulation at the same time. Mr. Collins explained that they have done a baseline review and assessment of each and are now analyzing the data and will create a draft plan of vision and goals and then adopt the final plan. He said there will be public engagement by using an interactive website with a story map and an online survey. He said they will preview the survey at 11:00am on Friday and then will plan to go live with it on November 1st. He said there will be a paper version of the survey that can be handed in to town staff. Chairman Kelly asked when the survey was put together and why we haven't seen it yet. Mr. Collins said they will share the preview on Friday. Mr. Popper said no one except you has come forward to be on the subcommittee but we have to move forward. He said he hasn't seen the survey yet either. Chairman Kelly asked if a draft could be sent to them before Friday and Mr. Popper said yes, but with the understanding that this is moving forward. Mr. Collins said he will send them an email but asked that the Commissioners be willing to reply within a few days. He said the idea is he will present and talk about it on Friday.

Mr. Cambareri asked if the survey was anonymous and Mr. Collins said yes, they use Survey Monkey. Chairman Kelly asked how the public will know about the survey and Mr. Collins said the town staff and Commissions will help us get the word out. Mr. Popper said it will be on our

website and as well and we will use the Chamber of Commerce, Town Council and all of the Commissions as a way to spread the word. He said there would be a QR Code and they will put the information on the digital billboard and Facebook. Mr. Popper said there would also be Public Hearings and possibly an open house for the public. Mr. Collins said word of mouth is also a good way. He said we will keep you posted on the response rate as we go along. Mr. Popper said that we will get Mr. Collins on a future Planning and Zoning meeting to review the data and analysis. Chairman Kelly thanked Mr. Collins and said she liked his presentation.

**10. Commissioner's Comments:** none

**11. Approval of Minutes:**

a. September 27, 2022

A motion was made by Michael Cannata and seconded by Ann Grasso to approve the minutes of September 27, 2022. Alice Kelly, Michael Cannata, Ann Grasso, Chris Cambareri, Robert Donohue approved. Nick Demetriades abstained. The motion passed.

**12. Adjourn:**

A motion was made by Michael Cannata and seconded by Ann Grasso to adjourn at 8:38pm . All were in favor; the motion passed.

Respectfully submitted,



Linda Imme  
Recording Clerk