



Town of Cromwell Planning and Zoning Commission

REGULAR MEETING

7:00 P.M. TUESDAY JUNE 7, 2022

COUNCIL CHAMBERS CROMWELL TOWN HALL 41 WEST STREET AGENDA

1. **Call to Order**
2. **Roll Call**
3. **Seating of Alternates**
4. **Approval of Agenda**
5. **Public Comments**
6. **Development Compliance Officer Report:**
7. **Director of Planning and Development Report:**
8. **New Business: Accept and Schedule New Applications:**
 - a. Application #22-13: Request to amend Section 5.2 of the Zoning Regulations to allow for the installation of electric charging units in parking lots. Miodrag Delmic, Delmic Properties, LLC is the Applicant.
 - b. Application #22-14 Request for a Site Plan Modification to install lights at Henderson Field at 9 Captain James Mann Memorial Field Drive. Cromwell Little League is the Applicant and the Town of Cromwell is the Owner.
9. **New Business:**
 - a. Discussion and Adoption of the Town of Cromwell Affordable Housing Plan.
11. **Public Hearing:**
 - a. Application #22-12: Request for a Special Permit under Section 2.7.A.4 to construct a garage over 1,000 square feet at 560-562 Main Street. Timothy Farrell is the Applicant and Timothy J. and Sharon S. Farrell and 194 Shunpike Road LLC are the Owners.
12. **Commissioner's Comments:**
13. **Approval of Minutes:**
 - a. April 19, 2022
 - b. May 5, 2022
14. **Adjourn:**

RECEIVED FOR RECORD
Jun 02, 2022 12:02P
JoAnn Doyle
TOWN CLERK
CROMWELL, CT

Memo

To: Planning and Zoning Commission
From: Stuart B. Popper, AICP
Director of Planning and Development
Date: June 2, 2022
Re: Comments for the June 7, 2022 Meeting Agenda

8. New Business: Accept and Schedule New Applications:

a. Application #22-13: Request to amend Section 5.2 of the Zoning Regulations to allow for the installation of electric charging units in parking lots. Miodrag Delmic, Delmic Properties, LLC is the Applicant.

The applicant is proposing to amend the zoning regulations to allow for the installation of electric charging units in parking lots. Please see attached application. Staff requests that the Commission accept the application and schedule it to be heard at the second meeting in July.

b. Application #22-14 Request for a Site Plan Modification to install lights at Henderson Field at 9 Captain James Mann Memorial Field Drive. Cromwell Little League is the Applicant and the Town of Cromwell is the Owner.

The applicant is proposing to install lights at Henderson Field. Please see attached application, plans and staff comments. Staff requests that the Commission accept the application this evening and schedule it to be considered this evening.

9. New Business:

a. Discussion and Adoption of the Town of Cromwell Affordable Housing Plan.

Please see attached application copy of the final plan. Staff requests that the Commission review and discuss and consider adopting the plan this evening.

11. Public Hearing:

a. Application #22-12: Request for a Special Permit under Section 2.7.A.4 to construct a garage over 1,000 square feet at 560-562 Main Street. Timothy Farrell is the Applicant and Timothy J. and Sharon S. Farrell and 194 Shunpike Road LLC are the Owners.

The applicant is proposing to construct a garage over 1,000 square feet at 560-562 Main Street. Please see attached application, plans and staff comments.

Application# 22-13

**TOWN OF CROMWELL
PLANNING AND ZONING COMMISSION**

APPLICATION FOR AMENDMENT TO THE ZONING REGULATIONS

Name: Miodrag Delmic, Delmic Properties, LLC
Address: 30 Fieldstone Court
Cheshire, CT 06410
Telephone: 860-604-5352 Email: mdelmic@yahoo.com

A. Request to Change an Existing Regulation:

1. Current Article Number: N/A
2. Current Regulation wording (attach if necessary):
N/A
3. Proposed Change wording (attach if necessary):
To add a new section to Section 5.2 Off-Street Parking and Loading to allow for the installation
and use of Electric Vehicle Supply Equipment in accordance with the attached proposed regulation

B. Request to Create a New Regulation:

1. Suggested Article Number: 5.2.P Electric Vehicle Supply Equipment
2. Zoning District(s) to be Affected by New Regulation: in all zones that permit commercial development
3. Wording of New Regulation (attach if necessary):
please see the attached regulation draft proposal

C. Reason for Proposed Change or New Regulation:

please see the attached narrative

(Applicant)

(date)

Purpose and intent. The Planning and Zoning Commission finds that electric vehicles emit substantially less carbon dioxide (CO₂) than average fossil-fueled vehicles. Pure battery electric vehicles do not emit tailpipe pollutants such as benzene and nitrogen oxide, which negatively impact air quality and resident health. Providing for infrastructure to promote and support electric vehicle use will lead to improvement of air quality and reduce the production of greenhouse gases. Electric vehicles require chargers, or Electric Vehicle Supply Equipment (EVSEs). The vast majority of parking facilities are not currently equipped to accommodate electric chargers. The Commission wishes to encourage the construction and retrofitting of commercial parking facilities that have the capacity to provide EVSEs. It is appropriate that EVSEs be treated as an accessory use in any commercial parking facility.

Proposed Section 5.2.P Electric Vehicle Supply Equipment as an Accessory Use.

1. **ELECTRIC VEHICLE OFF STREET PARKING REQUIREMENTS.** Any new commercial development that requires 25 or more parking spaces as calculated by these regulations, shall have a minimum of 1 charging space or 3% of the total number of spaces allocated to Electric Vehicles (EVs) (whichever is greater) and must have a Level 2 or 3 charging station/connection per EV parking space. Parking spaces shall be well lit and shall be for public use. Applicants may request a waiver or reduction of electric vehicle parking requirements from the Planning and Zoning Commission during site plan approval.

2. **ELECTRIC VEHICLE CHARGING STATION REQUIREMENTS.** Electric Vehicle Charging Stations (EVCs) shall be regularly maintained to ensure proper functionality. EVCs shall have clear legible signage stating the volt and amp levels, hours of operation, safety information, usage fees and contact information for maintenance department.

3. **REQUESTS FOR REDUCTION OF GENERAL PARKING SPACES IN EXCHANGE FOR ADDITIONAL EV PARKING.** For any development that exceeds the minimum number of EVCs as required, the applicant may ask the Commission for a reduction in required parking spaces equal to the number of EV parking spaces above the minimum required 3%. The reduction of parking cannot be greater than 10% of the total amount of parking for the proposed development.

4. **EVSE AS ACCESSORY USE TO EXISTING PARKING FACILITIES.** Provided that the Electric Vehicle Charging Station Requirements in 5.2.P.2. above are satisfied, an owner of commercial property shall be allowed to add charging stations as an additional accessory use to an existing parking facility. Such accessory use shall be a permitted use subject to the review and approval of the plan for location and installation as provided in Section 8.2 of the Zoning Regulations. EVSE parking spaces as an accessory use in existing parking facilities shall be in addition to the number of spaces otherwise required for the commercial use.

TOWN OF CROMWELL
PLANNING AND ZONING COMMISSION

APPLICATION FOR SITE PLAN MODIFICATION

Name of Project: Cromwell LL Lights - Henderson Field
Street Address: 9 Mann Memorial Drive Cromwell CT 06460
Volume/Page: _____ PIN #: _____

Applicant Name: Cromwell Little League - Scott Brown
Address: 9 Horse Run Hill Rd
Cromwell CT 06466

Telephone: 973 981 1665 (day) _____ (evening)

Email Address: scottH@globalmpc.com

Property
Owner Name: Town of Cromwell
Address: _____

Attached:

- ☐ Application fee.
☒ Twenty-five copies of the **Site Development Plan** prepared in accordance with Article 13.3 of the Cromwell Zoning Regulations.

1. Is any part of the site within 500' of an adjoining town? ☐ Yes ☒ No
2. Will this project require an Inland Wetlands Agency permit? ☐ Yes ☐ No
if yes, have you obtained it? ☐ Yes ☐ No
3. Will this project require a DEP Stormwater Management Permit? ☐ Yes ☐ No
if yes, have you applied for it? ☐ Yes ☐ No
4. Will this Project Require an STC Permit? ☐ Yes ☐ No
if yes, have you submitted a copy of the plans to the STC? ☐ Yes ☐ No
5. Does the parking comply with the handicapped parking requirements as set forth in current version of the State Building Code? ☐ Yes ☐ No

I hereby certify that the information presented above is correct to the best of my knowledge.

Scott Brown
Applicant Name and Signature

5-16-22
Date



Town of Cromwell Office of the Town Manager

Nathaniel White Building
41 West St
Cromwell, CT 06416

Anthony J. Salvatore, Sr.
Town Manager

Phone: (860) 632-3412
Fax: (860) 632-3435

MEMORANDUM OF UNDERSTANDING REGARDING HENDERSON FIELD LIGHTING PROJECT

This Memorandum of Understanding ("MOU") is made by and between the Town of Cromwell, Connecticut ("Town"), acting herein through its Town Manager, and the Cromwell Little League ("CLL"), acting herein through _____ its _____ (collectively hereafter the "Parties").

WHEREAS, the Town of Cromwell owns Henderson Field.

WHEREAS, CLL would like to install lighting at Henderson Field (the "Lighting Project").

WHEREAS, CLL will be seeking financing for the Lighting Project from Key Bank, N.A.

WHEREAS, the Town is willing to allow CLL to install the Lighting Project pursuant to the following terms:

1. Upon installation, the lights become the property of the Town and the Town has the ultimate authority over their utilization. Notwithstanding, CLL may operate the lights in accordance with any permit approval and/or applicable parks policy of the Town.
2. CLL shall have the responsibility for maintenance and repair of the lights;
3. CLL shall receive all necessary permits and approvals for the Lighting Project prior to commencement of any installation;
4. The lights shall be of an optimal environmentally sound and low impact design and shall be installed in a manner that light does not reflect on abutting properties; and
5. CLL shall hold harmless and indemnify the Town for all claims relating to the lights, including but not limited to personal injuries and property damage of any kind whatsoever and/or any default in payment terms with Key Bank.

NOW WHEREFORE, in consideration of the foregoing, the Parties hereto mutually agree to the foregoing terms and have set their hands this ____ day of March 2022.

Anthony Salvatore, Town Manager
Town of Cromwell
Duly Authorized

Witness:

Cromwell Little League
Town of Cromwell
Duly Authorized

Witness:

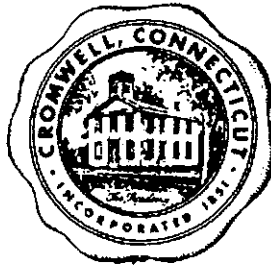
Fontaine, Candice

From: Egan, John
Sent: Monday, May 23, 2022 4:50 PM
To: Popper, Stuart
Cc: Driska, Bruce; Fontaine, Candice
Subject: Review Application 22-14 9 Captain James Mann Memorial Drive - Light Plans
Cromwell little League

I have reviewed the above site plan and have no comments in regard to the lighting location.

A Building Permit will be required including plans and specifications.

Sincerely, John Egan
Chief Building Official



MEMORANDUM

To: Stuart B. Popper, AICP, Director of Planning & Development
From: Bruce E. Driska, CZEO, Zoning & Wetlands Enforcement Officer *BD*
Date: May 17, 2022
Re: Plan Review, PZC Applications #22-14, 9 Mann Memorial Drive

COMMENTS

I have reviewed the plan for the Cromwell Little League Lights and have the following comment:

1. Any deviation from lighting spec plans or photometric lighting plans submitted shall require an additional review.

Popper, Stuart

From: Harold Holmes <hholmes@cromwellfd.com>
Sent: Wednesday, May 18, 2022 2:05 PM
To: Popper, Stuart
Subject: 9 Mann memorial drive 22-14

Looking at plans for the lights at the ball field I have no issues. If you have any questions please feel free to contact me.

Stay Safe, Stay Healthy !

Harold Holmes NAFI- CEFI, IAAI-FIT
Fire Marshal
Cromwell Fire District
1 West Street Cromwell Ct 06457
hholmes@cromwellfd.com
860-635 3188 Office
860-306-6534 Cell



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Popper, Stuart

From: Joe Palmieri <jpalmieri@cromwellfd.com>
Sent: Tuesday, May 17, 2022 12:13 PM
To: Popper, Stuart
Subject: RE: 22-14

Stuart,

There is a water service line in the vicinity of the light pole nearest the school parking lot. It feeds a frost-free hydrant next to the backstop and the Concession stand. We will mark it out when they do the call before you dig.

Thank you.

Joseph A Palmieri
Water Operations Manager
Cromwell Fire District
1 West Street
Cromwell, CT 06416
Phone: 860-635-4420 x1000
Fax: 860-632-0413
E-Mail:

Cromwell Fire District
Cromwell, CT 06416
860-635-4420 x1000

Popper, Stuart

From: Peck, Rich
Sent: Tuesday, May 17, 2022 11:33 AM
To: Popper, Stuart
Subject: 22-14, 9 Mann Memorial Drive- Light Plans Little League
Attachments: 4101.tif; SnipImage.JPG

Stuart,

The proposed light pole on the eastern side of the Little League field may be in close proximity to the sewer pipe connection to the LL concession stand. (See attached sketches.)

We can mark out the sewer line when a CBYDig is issued. Otherwise CWPCA is OK with the project.

Sincerely,

Richard A. Peck
Sewer Administrator, CWPCA
Town of Cromwell
860-632-3430
rpeck@cromwellct.com

Popper, Stuart

From: Chief Lamontagne
Sent: Wednesday, May 18, 2022 9:04 AM
To: Popper, Stuart
Subject: 22-14

Stuart,

I have reviewed the plans for the lights for the Cromwell Little League and have no comments about the submission.

Denise Lamontagne

Chief of Police
Cromwell Police Department
860-635-2256 x.7843
860-613-2934 fax

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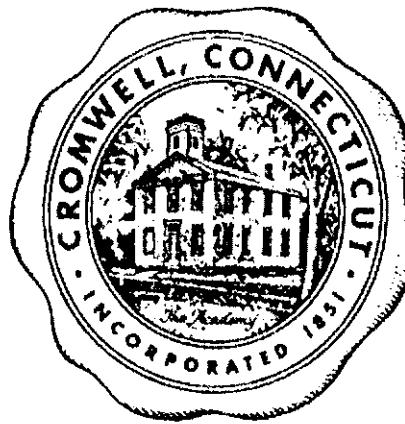
Town of Cromwell
Affordable Housing Plan Annex
FINAL DRAFT

Town of Cromwell Planning and Zoning Commission

Adopted [insert date here]

Completed in Partnership with

Town of Cromwell Planning and Zoning Commission



Lower Connecticut River Valley Council of Governments (RiverCOG)



**Lower Connecticut River Valley
Council of Governments**

Consultant

SLR International Corporation



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Appendices

Appendix A: Survey Results

Appendix B: Data Analysis and Housing Needs Assessment

Community Values Statement

The town of Cromwell will be recognized as a high quality town with a diverse and inclusive housing stock that provides a range of housing options for its residents. Cromwell embraces a diverse and inclusive housing stock that provides affordable homeownership opportunities, quality rental options, and housing choices for all household types, income levels, and life stages. Cromwell's rich and diverse allows young people to live in the community where they grew up and see residents to grow/sz within the community and a wide range of opportunities that strengthen Cromwell's economic base as well as that of the region. Cromwell is fortunate to have cultivated a well-balanced housing stock with a mix of its housing and a great deal of it does not currently meet the needs of our current and future residents.

The community must work together to ensure and improve the housing stock to meet its needs. Continued efforts to increase housing affordability will allow new residents to enjoy all that Cromwell has to offer and ensure that existing residents can continue to live in the community as they move through different life stages and lifestyles. Cromwell prides itself on its excellent quality of life for all residents, quality town services, and access to open space, recreational, and cultural opportunities.

Future housing development should continue to align with the unique characteristics of each neighborhood in accordance with the Plan of Conservation and Development, which will be updated in 2022 to reflect the current vision for Cromwell.

Introduction

The Town of Cromwell has developed this Affordable Housing Plan, which identifies strategies to grow the number of affordable housing units over the next five years in a manner that aligns with community values. This plan is intended to satisfy the statutory requirements under CGS Section 8-30j. Affordable Housing Plans must be updated every five years per state statute.

What is Affordable Housing?

Under Connecticut General Statute 8-30g, the State defines Affordable Housing as housing that costs 30% or less of household income for households making less than 80% of state or Area Median Income (AMI), whichever is lower. As of 2021, a family of four making less than \$79,900 per year or an individual making less than \$55,950 per year could qualify for affordable housing in Cromwell. Income limits are updated on an annual basis by the U.S. Department of Housing and Urban Development (HUD). According to current data from the HUD, about 29% of Cromwell households make less than 80% of Area Median Income and may be eligible for affordable housing and affordable housing programs.

Affordable housing, as the State defines it, typically only includes protected units that are reserved for low-income households through deed restrictions or through governmental assistance programs such as housing vouchers or subsidized mortgages. According to 2021 data published by the Connecticut Department of Economic and Community Development (DECD), 394 or 6.6% of Cromwell's total housing units were protected affordable units. Cromwell also has many naturally occurring affordable housing (NOAH) units. While these units may be affordable to low-income households today, they may not be affordable in the future if rents or home sale prices increase.

A common myth around affordable housing is that it consists only of higher density apartments. This is not true. Affordable housing can be like any other type of housing and comes in many forms, shapes and sizes ranging from single-family homes to duplexes and from townhomes to apartments. It can be privately owned or rented. It can house seniors, families with children, single individuals, or persons with disabilities. It can also come in a range of architectural styles making it virtually indistinguishable from other housing types. While some affordable housing units are owned and managed by public entities, most are privately owned and managed.

Why is Affordable Housing Important?

Affordable housing provides many benefits to the community. Growing the number of affordable housing units would allow those with roots in the community to continue living here, regardless of their economic status. Affordable and diverse housing choices would allow young adults to move back to the community, in which they grew up. Seniors would be able to remain in the community after they retire and have opportunities to downsize, should they choose. Households that experience a loss of income due to economic circumstances, disability, divorce, or loss of a spouse, would not be displaced from the community, due to the inability to pay for housing. Workers in essential jobs such as teachers, grocery store workers, home health aides, childcare workers, restaurant workers, and first responders would have an opportunity to live where they work. Affordable housing can also support businesses by providing housing choices for entry level workers, medical residents, and lower wage workers at major employers such as Adelbrook, Walmart, Stop and Shop and Covenant Village.

Plan Development Process

Regional Housing Plan

This Affordable Housing Plan for Cromwell was developed in conjunction with the Lower Connecticut River Valley Council of Government's Regional Housing Plan. The Regional Housing Plan was created as a high-level view and analysis of the housing landscape for the communities that make up the Lower Connecticut River Valley Region to capture common regional themes, housing data, objectives, and strategies. The Regional Housing Plan was developed in collaboration from Lower Connecticut River Valley Council of Government (RiverCOG) staff and consultants over a 12-month period and provided opportunities for community participation. A project website was launched to engage and educate residents of the Region on different types of affordable housing, share project updates, and solicit feedback through online surveys.

A community survey ran from July to September 2021 and gathered input from over 1300 residents of the Region on community values and housing needs. A small number of Cromwell residents participated in the survey. Full survey results can be found in *Appendix A*.

Regional public workshops were held on October 5, 2021, and January 24, 2022, which presented the housing needs assessment, community survey results, case studies and potential strategies. Participants were asked to provide to input on potential strategies for the region. Participants showed support for a range of strategies, including inclusionary zoning for new multi-family developments with a fee-in-lieu option, expansion of the cooperative homeownership program, and reducing restrictions on accessory dwelling units.

Municipal Affordable Housing Plan Annexes

An Affordable Housing Plan “Annex” was then created for each of the member municipalities of RiverCOG to provide supplemental data and information as well as objectives and strategies that are unique to each community. A virtual public workshop was held separately for each community between February and March 2022 to gather feedback that was specific to each town. Cromwell’s municipal workshop took place on February 1, 2022. The outcomes of these public workshops helped shape the content of each Affordable Housing Plan Annex. We encourage readers of this Annex plan to also read the Regional Housing Plan for more information on the context of housing background and context for the Lower Connecticut River Valley Region.

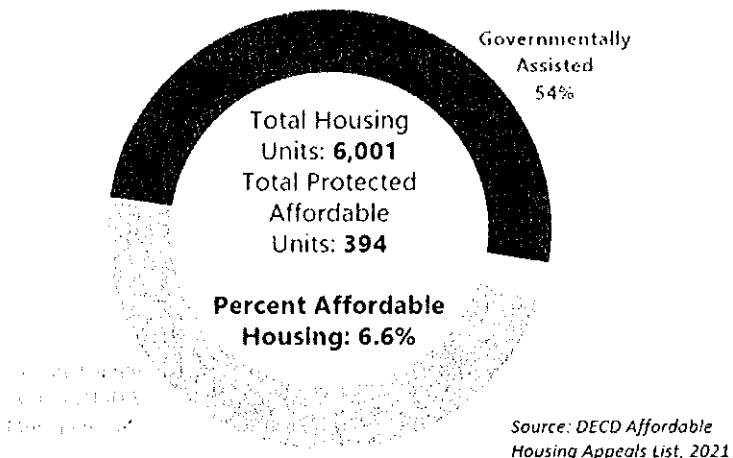
Cromwell’s Place in the Region

Cromwell is a riverfront town of 14,225 residents located in northern Middlesex County near the geographic center of Connecticut. According to the 2019 American Community Survey, Cromwell has 5,897 households and a median household income of \$89,243.

Cromwell is the “Crossroads of Connecticut”. The Town comprises 13.5 square miles near the geographic center of the state. It is 14 miles south of Hartford and 28 miles north of New Haven. The Connecticut River forms Cromwell’s eastern boundary. Located in the Town’s southerly end is the historic downtown Riverport, featuring retail stores, restaurants, and beautiful riverfront parks.

Affordable Housing in Cromwell

Protected Affordable Housing Units in Cromwell by Type: 2021



Protected Affordable Housing

As of 2021, 394, or 6.6% of Cromwell's 6,001 total housing units are protected affordable units. This includes 212 governmentally assisted units, 9 units receiving tenant rental assistance, and 173 USDA or CHFA mortgages. There are currently no deed-restricted units in Cromwell. Cromwell has a larger share of protected affordable units than its peer communities in the Lower Connecticut River Valley region.

Since 2002, the percentage of affordable units in Cromwell has

actually decreased from 7.6%. This decrease has resulted from the overall increase in total housing units in Cromwell which has increased from 5,365 units in 2000 to 6,001 in 2010.

The different types of affordable housing in Cromwell today are described in the sections below.

Connecticut Housing Finance Authority Programs

The Connecticut Housing Financing Authority (CHFA) is a self-funded, quasi-public organization. Its mission is to alleviate the shortage of housing for low- to moderate-income families and persons in the state and, when appropriate, to promote or maintain the economic development of the state through employer-assisted housing efforts. Mortgages through CHFA are available for first time homebuyers purchasing homes that are within the CHFA Sales Price Limits who have a gross income that is within the Income Limits. Over the last 5 years, CHFA mortgages were used by 60 households to purchase homes in Cromwell.

Housing Vouchers

Cromwell has a cooperative agreement with the Portland Housing Authority to enable families who live or work in Cromwell to receive Section 8 Vouchers (rent subsidy) for apartments in Cromwell.

Private Affordable Housing

Private housing on the open market may be affordable to low-income households. It is sometimes referred to as Naturally Occurring Affordable Housing (NOAH). This housing has no deed restriction or subsidy, but still costs a low-income household no more than 30% of their income.

However, low-income households must compete with other more affluent households to occupy these units. As prices rise, the affordability of these units may disappear.



Currently there are NOAH units in Town and include a supply of apartments, condominiums, and single-family homes. Two age restricted single-family residential developments include Evergreen located on Willow Brook Road and Mystique Lane located on West Street. In addition, there are a number of senior age restricted multifamily developments servicing all income ranges including Covenant Village, The Rook Retirement Community and St John's Housing (Wildwood) which are all located on the south side of West Street.

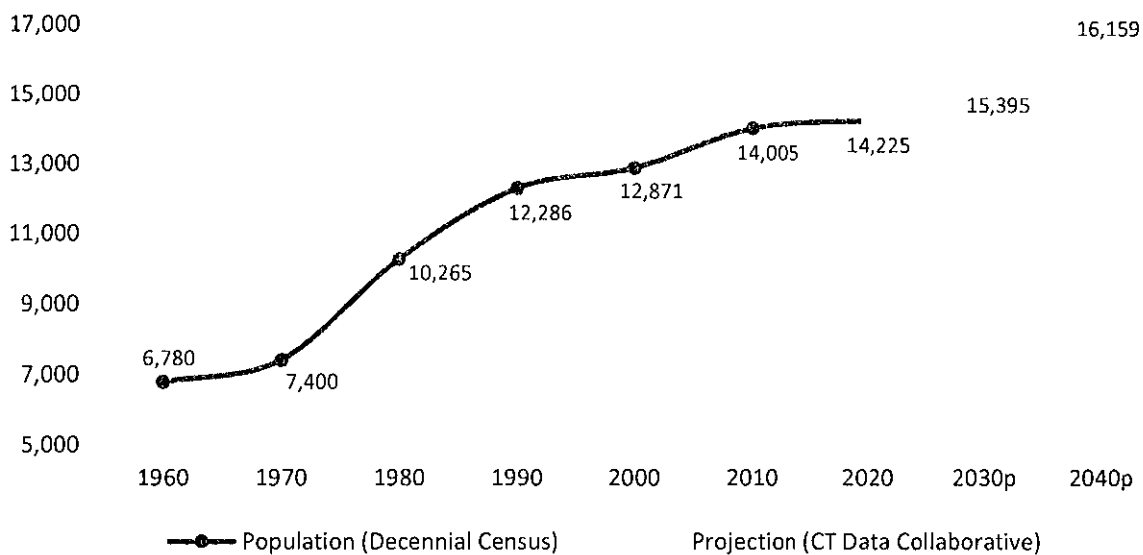
Housing Needs Assessment

This section presents a summary of the key findings from the Housing Needs Assessment. For the complete Housing Needs Assessment, please see *Appendix B*.

Demographics

- Cromwell's population has been steadily growing over the past 50 years. By 2010, the Town had more than doubled its 1960 population.
- Between 2010 and 2020, the growth stabilized (only a 1.6% increase).
- Projections from the Connecticut State Data Center indicate that population growth in Cromwell will pick up again and potentially rise to 16,159 by 2040.
- While the population of younger age groups in Cromwell is decreasing similarly to the entire Region, the rate of decline is lower than that of the Region as a whole.
- Cromwell has the second youngest median age within the region (43.7), but its senior population is growing similarly as the Region as a whole. In 2010, the percentage of residents over age 65 was 16.3% and in 2019, it grew to 19.4%.
- Cromwell's household distribution is very similar to Middlesex County and Connecticut.
- Cromwell's proportion of people living alone is higher than the Region at 35%. Nearly half of all Cromwell households are married couples. In 2019, 68% of Cromwell's households are made up of one or two people.

Cromwell Historic & Projected Population: 1960-2040

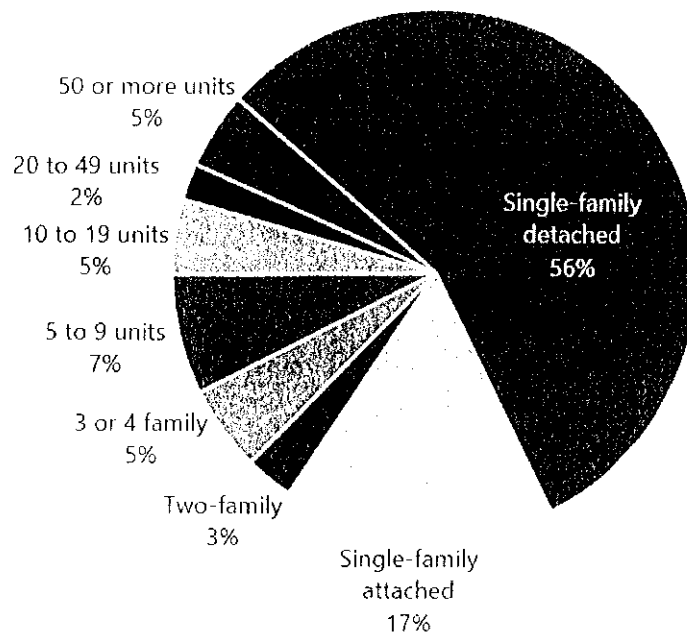


Source: Decennial Census and CT Data Center projection

Housing Stock

- 56% of dwellings in Cromwell are detached single-family homes which is a lower percentage than the Region as a whole.
- A variety of multi-family type units comprise the remainder of the housing stock.
- There is a more diverse housing stock than the Region with more multi-family options.
- 76.2% of homes are owner-occupied and 23.8% are renter-occupied.
- 56% of the Town's housing units have 3 or more bedrooms. Larger units tend to be more geared towards families.
- Home values in Cromwell provide naturally affordable options with 70% of homes valued under \$300,000. Values are rising and 7.2% of homes are valued at or above \$500,000.
- The median sale price for single-family homes has been rising since 2017 and reached \$300,000 in 2021. The rate of home sales has risen and been stable after a low in 2010.
- 80% of rental units in Cromwell cost less than \$2,000 per month and 33% of rental units are under \$1,000. These provide naturally occurring affordable options but do not guarantee that prices will stay affordable or that all needs are being met.

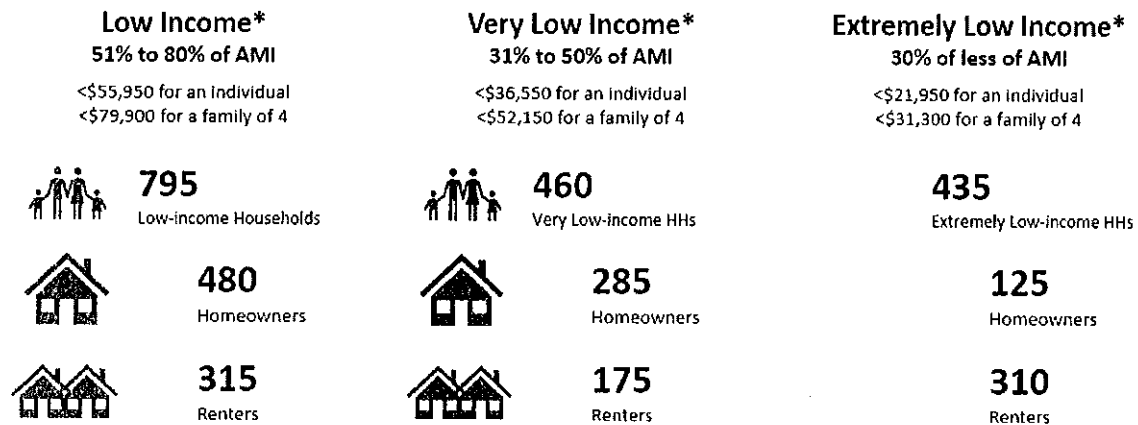
Cromwell Dwelling Types



Source: 2019 American Community Survey, 5-Year Estimates, Table B25075

Housing Need

How many Cromwell Families Need Affordable Housing?



Source: U.S. Department of Housing and Urban Development (HUD) Comprehensive Housing Affordability Survey (CHAS): 2014-2018 * HUD/State Standards

- There are **1,690 households** in Cromwell (29% of the total 5,827 households) who meet the definition of low income (household income <80% of AMI).
- Cost burdened households spend greater than 30% of their income on housing and may have difficulty affording other necessities such as food, clothing, transportation, and medical care. In 2019, 59.4% of low-income renters and 56.2% of low-income owners in Town were spending more than 30% of income on housing costs. This is compared to only 13% for non-low-income households.
- Senior households are more likely to be cost-burdened (59.6%) compared to younger households.
- Renters are more likely to be cost-burdened (54.4%) compared to homeowners.
- A housing gap analysis was performed comparing the supply of "naturally occurring" affordable housing to local demand. For individual/single-person households a housing gap was identified for very low-income & extremely low-income households for buyers or renters. For family of 4 households, no housing gap was identified for any low-income groups for either homeowners or renters.

Land Use & Zoning Assessment

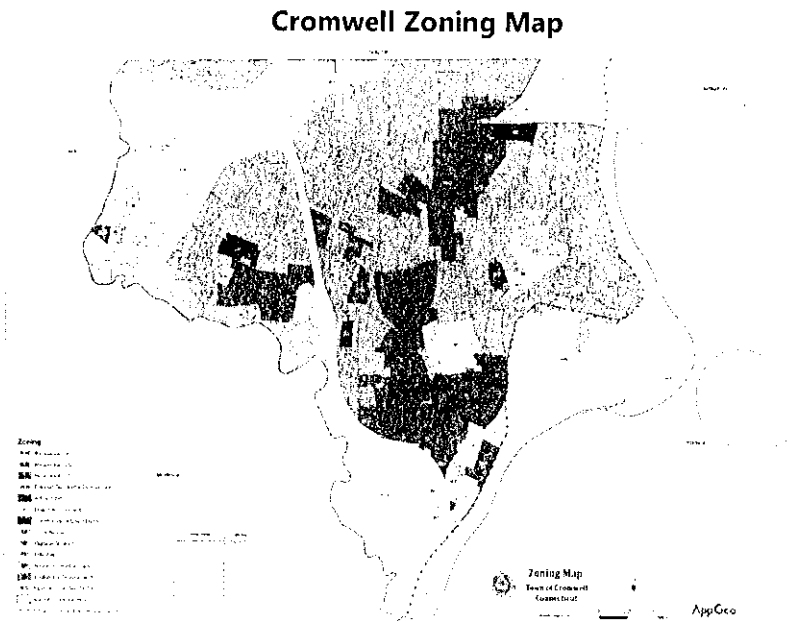
This section presents a summary of the key findings from the Planning and Zoning Review. For more details, please see *Appendix B*.

- Cromwell has three primary residential zones: R-15, R-25, R-40.

- Two-family dwellings are allowed by-right in Cromwell's residential zones.

- Additional housing zones include the Active Adult Housing Zone and the Mixed-Use District, aimed at creating "live, work, play" environments

- Attached accessory dwelling units (ADUs) are currently permitted in Cromwell but detached ADUs are not allowed.



Source: Cromwell Planning Department

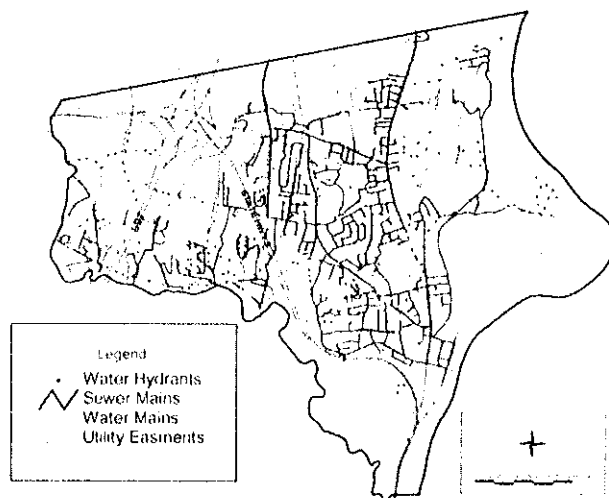
- The Plan of Conservation and Development was last updated in 2012. The 2012 Plan of Conservation and Development (POCD) outlines various guiding principles for housing opportunities including:
 - Ensure that new housing is appropriate in type, location, and density to minimize environmental and aesthetic impacts and maintain community character.
 - Ensure that new housing is in areas that can be supported by roads and infrastructure while protecting the natural environment.
 - Promote the preservation of historic structures throughout the Town.
 - Promote housing choice and meet the needs of potential residents from all socio-economic levels.
 - Provide housing opportunities while protecting the character of our communities.
 - Use existing / seek new sources of funding, for rehabilitation and/or demolition of dilapidated homes.

Infrastructure and Natural Constraints Assessment

This section presents a summary of the key findings from the Infrastructure and Natural Environment Review. For more details, please see Appendix B

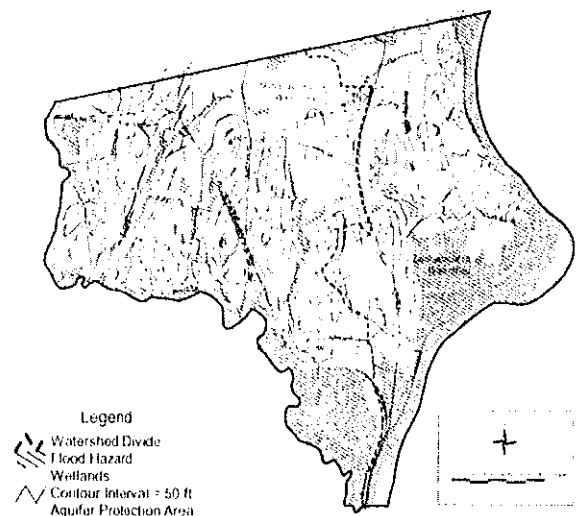
- Approximately 75% of Cromwell properties are served by public sewers; the remainder use private septic tanks.
- A significant portion of Town is on public sewer which has contributed to the diversity of housing type and offers potential for future housing development options.
- Public water service access is similar to public sewer.
- Cromwell has a small land area compared to other towns - 13.5 square miles
- Natural constraints to development include bedrock, ridges, topography, soils, wetlands, floodplains, and aquifer protection areas.
- Cromwell is within the Connecticut River and the Mattabasset River Watersheds.
- 17% of the Town is within the Connecticut River Flood Plain Zoning District.
- 19% of the Town is comprised of parks and open space.
- These constraints impact where future residential development will occur.

Cromwell Water + Sewer Areas



Source: Cromwell POCD

Natural Resource Areas



Source: Cromwell POCD

Objectives, Strategies and Action Steps

1. Continue to maintain the diversity of Cromwell's housing stock

Cromwell is fortunate to have a mixture of home sizes and styles, including "entry-level" stock. To assist in maintaining this balance, Cromwell should provide educational resources to owners and landlords about financing and assistance to encourage stability.

1.1. Work with the Connecticut Housing Finance Authority to promote home ownership in Cromwell

The Connecticut Housing Finance Authority (CHFA) is a self-funded, quasi-public organization. Its mission is to alleviate the shortage of the housing for low- to moderate- income families and persons in this state, and when appropriate, to promote or maintain the economic development of Connecticut through employer assisted housing efforts. Mortgages through the CHFA are available for first-time homebuyers.

Action Steps:

1.1.1 The Town staff will make information available to realtors for potential homebuyers and residents related to CHFA mortgages and its benefits. The dedicated webpage on the Town's website and flyers/handouts to be located in City Hall will be considered.

1.1.2 The Town to consider hosting or advertising CHFA homebuyer and real estate agent education classes.

1.1.3 The Town staff in conjunction with the Planning and Zoning Commission will investigate partnering with a non-profit and/ or with other towns to locally provide a CHFA housing counselor. The investigation should include discussions with RiverCOG staff and how they can be of assistance in coordinating discussions at the regional level and between towns.

1.2 Educational Resources for Landlords and Renters

Cromwell currently coordinates with the Portland Housing Authority through a cooperative agreement to supply housing vouchers and other rent subsidy programs for apartments in Cromwell.

Action Steps:

1.2.1 Cromwell will continue to coordinate with the Portland Housing Authority through a cooperative agreement with the Portland Housing Authority to enable families who live or work in Cromwell to receive housing vouchers and other rent subsidy programs for apartments in Cromwell.

1.2.2 The Town will make information available to landlords on housing assistance programs and connect them with the Portland Housing Authority through a variety of methods including: postings and handouts in City Hall and other Town buildings, a dedicated webpage on the Town's website, and through information sessions.

2. Cromwell should explore providing a zoning incentive to developers that include affordable units in new developments

Many municipalities use town-determined zoning incentives to encourage the private development of affordable housing. This could take the form of a density bonus or other zoning relief when a town-specified percentage of affordable housing is included in a new development. The Planning and Zoning Commission should consider if, where, and under what conditions incentives would be appropriate. Recently, the Town requested the developer of the Lord Cromwell site to include some affordable housing units and the developer has agreed but details are to be determined.

Action Steps:

2.1 Town Staff in conjunction with the Planning and Zoning Commission should further study Inclusionary Zoning. Specific items to be studied included: determining if a voluntary or mandatory program is desired, determining if a specifically targeted area or town-wide policy is desired, evaluating percentage of affordable units and income levels to be established to match existing need in Town, determining types of incentives for a developer (density bonuses and/or other zoning relief) when including affordable housing, and considering a payment-in-lieu option in conjunction with the establishment of a Housing Trust Fund.

2.2 At the completion of the Inclusionary Zoning study, any recommended Zoning Regulation amendments should be considered by the Commission.

3. Promote Middle Housing by encourage two-family units and/or conversion of single-family units

"Middle Housing" is multi-family units or more specifically two-family units that are compatible in scale and form with single-family homes and preferably located in walkable areas with amenities in close proximity. Currently, Cromwell allows two-family houses as of right in single-family zoning districts. It is recommended that the Town continue to promote two-family homes, including conversion of single-family homes to two-family homes where appropriate.

Action Steps:

3.1 Cromwell Planning staff to explore ways to encourage more middle housing by continuing to support two-family units by right but determining ways educate the Town population on the allowability and removing any potential development pitfalls.

3.2 After studying and exploring ways to encourage middle housing, the PZC should consider making any potential zoning changes that would further encourage/allow middle housing.

4. The Town should consider revising its Accessory Dwelling Unit (ADU) regulations

Cromwell currently allows attached ADUs, but not free-standing ADUs. The Planning and Zoning Commission should examine updating the zoning regulations as appropriate to align with Public Act 21-29, prior to 2023. Considerations include location, dimensional requirements, and appearance.

Action Steps:

4.1 Town Staff in conjunction with the Planning and Zoning Commission should study the Town's ADU regulations and consider amendments to existing ADU regulations. For example, things to consider include: 1. increase flexibility by allowing for attached and detached ADUs; 2. Consider architectural and design guidelines to increase aesthetics; and 3. Review parking requirements for possible adjustments.

4.2 The Town staff in conjunction with the Planning and Zoning Commission could consider furthering the education of ADUs in the Town by preparing handouts, brochures, and a devoted information link on the Town's Planning Department webpage. The focus will be to expand understanding of the zoning process and options for ADUs within the Town. The devoted webpage would include information for private property owners to utilize in determining how to comply with the ADU regulations and where ADUs could be located on their property.

5. Strengthen Cromwell's capacity to Implement this Affordable Housing Plan

The recommendations of this Plan represent a starting point and guideline for potential future expansion of housing affordability in the Town and associated changes to Town Zoning Regulations. As required by CGS Section 8-30j, this plan will be updated every 5 years.

Action Steps:

5.1 Establish a Housing Committee

The Town should consider establishing a Housing Committee or an Affordable Housing Committee. This Committee can help oversee the implementation of this Plan as well as future updates. The Housing Committee can also serve in an advisory capacity to other boards and commissions and provide recommendations to the Town Council.

5.2 Provide adequate staffing and skill sets to administer affordable housing programs

The initiatives in this Plan will require additional administration and oversight from staff. The Town should evaluate its staffing to ensure that it has the appropriate staffing levels to properly oversee and administer the affordable housing initiatives outlined in this Plan. In addition, the

Town may require additional staff expertise in housing program administration, finance, and real estate to effectively administer the programs outlined in this Plan.

5.3 Provide Affordable Housing Training to staff and members of land use boards

State statutes pertaining to affordable housing are likely to change over the coming years. Providing regular training to staff and members of land use boards and commissions will ensure that they are educated on statutory requirements and understand affordable housing best practices as they evolve.

5.4 Include the Affordable Housing Plan in the new Plan of Conservation and Development (POCD)

During the upcoming update of the POCD, the Planning and Zoning Commission should amend the POCD to include the Affordable Housing Plan and its appropriate strategies so that it can be referenced as part of future land use and zoning decisions.

5.5 Consistently update the Plan

The recommendations of this Plan represent a starting point and guideline for potential future changes. As required by CGS Section 8-30j, this plan will be updated every 5 years.

TOWN OF CROMWELL
PLANNING AND ZONING COMMISSION

AMENDED LEGAL NOTICE

The Town of Cromwell Planning and Zoning Commission will hold a Public Hearing on Tuesday June 7, 2022 at 7:00 p.m. in Room 224 of the Cromwell Town Hall at 41 West Street on the following item:

1. Application #22-12: Request for a Special Permit under Section 2.7.A.4 to construct a garage over 1,000 square feet at 560-562 Main Street. Timothy Farrell is the Applicant and Timothy J. and Sharon S. Farrell and 194 Shunpike Road LLC are the Owners.

At this hearing interested persons may appear and be heard and written testimony received. This application is available for public inspection in the office of the Town Planner.

Alice Kelly
Chairman

Dated in Cromwell, Connecticut this the 26TH day of May 2022.

22-12

**TOWN OF CROMWELL
PLANNING AND ZONING COMMISSION**

APPLICATION FOR SPECIAL PERMIT

Type of Activity: Garage (1440 sq. feet)
(Per Section 27. A. 4 of the Cromwell Zoning Regulations)

Street Address: 560-562 Main Zoning District: R-15

Assessor's Parcel ID #: 0021560070030300 Volume/Page: 168-347+1663-134

Applicant's Name: Tim Farrell

Address: 560-562 Main Street

Telephone Number (daytime): 860 490 0193

Email Address: Tallmanskeek@gmail.com

Property Owner's Name: Timothy J. and Sharon S. Farrell and 194 Shunpike Road LLC.

Address: 562 Main St.

Description of Proposed Activity:

Build 1440 sq. foot Garage

I certify that I have read and I am familiar with the Cromwell Zoning Regulations that pertain to this type of Special Permit activity, *and with Section 13.2.d. (Sign Posting)*.

Tim Farrell
(applicant)

5/4/22
(date)

Popper, Stuart

From: Chief Lamontagne
Sent: Monday, May 09, 2022 8:40 AM
To: Popper, Stuart
Subject: 22-12

Stuart,

I have reviewed the submitted plans and have no comments on this application.

Denise Lamontagne

Chief of Police
Cromwell Police Department
860-635-2256 x.7843
860-613-2934 fax

CONFIDENTIAL INFORMATION: The information contained in this e-mail is confidential and protected from general disclosure. If the recipient or the reader of this e-mail is not the intended recipient, or person responsible to receive this e-mail, you are requested to delete this e-mail immediately and do not disseminate or distribute or copy. If you have received this e-mail by mistake, please notify us immediately by replying to the message so that we can take appropriate action immediately and see to it that this mistake is rectified.

Popper, Stuart

From: Peck, Rich
Sent: Thursday, May 05, 2022 11:49 AM
To: Popper, Stuart
Subject: Special Permit 22-12 (560-562 Main Street)- Tim Farrell

Stuart,

The proposed 1440 SF garage location on the property is not in conflict with sewers and does not require any sewer approval at this time.

Sincerely,

Richard A. Peck
Sewer Administrator, CWPCA
Town of Cromwell
860-632-3430
rpeck@cromwellct.com

Fontaine, Candice

From: Egan, John
Sent: Wednesday, May 04, 2022 1:54 PM
To: Popper, Stuart
Cc: Driska, Bruce; Fontaine, Candice
Subject: Site Plan Review - Re 22-12 560-562 Main Street - Tim Farrell

I have reviewed the above referenced site plan and have no comments.

Sincerely, John Egan
Chief Building Official



MEMORANDUM

To: Stuart B. Popper, AICP, Director of Planning & Development
From: Bruce E. Driska, CZEO, Zoning & Wetlands Enforcement Officer *BD*
Date: May 10, 2022
Re: **Plan Review, PZC Application #22-12, 560-562 Main Street, Tim Farrell**

COMMENTS

I have reviewed the plan for PZC Application #22-12, 560-562 Main Street, and have the following comments:

- ~~1. Zoning Regulation §8.3.F.1,2. requires a site plan to be sealed & stamped A-2 Survey~~
2. Zoning Regulation §9.4.A. requires an Impact Statement for Special Permit Applications

**TOWN OF CROMWELL
PLANNING AND ZONING COMMISSION
7:00 PM THURSDAY, MAY 5, 2022
COUNCIL CHAMBERS CROMWELL TOWN HALL, 41 WEST STREET
MINUTES AND RECORD OF VOTES**

Present: Chairman Alice Kelly, Vice Chairman Michael Cannata, Ann Grasso, Robert Donohue
Brian Dufresne and Nick Demetriades

Absent: Ken Rozich, John Keithan, Paul Cordone and Chris Cambareri.

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 7:04 PM.

2. **Roll Call:**

The presence of the above members was noted.

RECEIVED FOR RECORD
May 25, 2022 03:48P
JoAnn Doyle
TOWN CLERK
CROMWELL, CT



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 amend the agenda to add Application #22-12: Request
for a Special Permit to construct a garage over 1,000 square feet at 560-562 Main Street.
Tim Farrell is the applicant and the owner.

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

5. **Public Comments:**

There were no public comments

6. **Development Compliance Officer Report:**

Mr. Driska summarized his report to the commission. He said the TPC tour event is
currently under construction and the Bantry Bay inland wetlands application was
approved last evening by the IWWA. Mr. Driska said we are waiting for work to start the
on the façade improvements and parking modifications at the Crossroads shopping
center. He said he expects construction on the Adelbrook splash pad and Burlington
Store to start soon.

7. Director of Planning and Development Report:

Mr. Popper said he will put together a list of new businesses that do not require formal approval by the commission and distribute it to the commission in a timely manner. He said a tattoo shop is opening in the former Johnson real estate building. Mr. Popper said the draft Affordable Housing Plan that was prepared by the RiverCOG and their consultants is completed and he will be sending this out the draft copy of the plan to the commission via email. He would like to have a discussion and adoption of the plan at our next meeting. Nick Demetriades said there is additional information about the plan on the RiverCOG website and he will provide Mr. Popper with the link.

Chairman Kelly asked Mr. Popper to include the link to the website provided by Mr. Demetriades with the affordable housing plan.

8. New Business: Accept and Schedule New Applications:

Mr. Popper asked the commission to accept and schedule for the June 7, 2022 meeting as a public hearing item the following: Application #22-12: Request for a Special Permit to construct a garage over 1,000 square feet at 560-562 Main Street. Tim Farrell is the Applicant and the Owner.

Michael Cannata made a motion to accept and schedule for the June 7, 2022 meeting: Application #22-12: Request for a Special Permit to construct a garage over 1,000 square feet at 560-562 Main Street. Tim Farrell is the applicant and the owner. Seconded by Robert Donohue. *All in favor, Motion passed.*

9. New Business:

a. Section 8-24 Mandatory Referral for the Planning, design, acquisition, construction, furnishing and equipping of a new middle school and central offices at 6 Captain Mann Memorial Drive.

Ms. Rosanna Glynn, Chairman of the Middle School Building Committee introduced herself and Mr. Edward Widofski associate architect at Tecton Architects at 34 Sequassen Street, Suite 200 Hartford. Mr. Widofski gave a brief presentation on the proposed new middle school and central office project. The commission members and Mr. Widofski discussed the proposed project, location of the new building, parking and access to the site. Chairman Kelly reminded the commission members that this is only the 8-24 referral and if the project is funded and goes forward there will be a formal site plan application submitted to the commission for their review and approval.

Michael Cannata made a motion to issues a positive review and read the following motion into the record. Seconded by Brian Dufresne. *All in favor, motion passed.*

The motion was as follows,

RESOLVED, that the Planning and Zoning commission of the Town of Cromwell

approves the following projects pursuant to Section 8-24 of the General Statutes of Connecticut:

Planning, design, acquisition, construction, furnishing and equipping of new middle school and central offices to be located at 6 Captain Mann Memorial Drive, including site modifications anticipated to include creation of an outdoor amphitheater, outdoor reading and lecture area, and parking improvements;

provided that this resolution is for approval of conceptual plans only. The projects are subject to and shall comply with all applicable laws, regulations and permit approvals, and this resolution shall not be a determination that the project is in compliance with any such applicable laws, regulations or permit approvals.

10. Public Hearing:

a. Application #22-09: Request to Amend the Zoning Map from Highway Business Zone District and Residential-40 Zone District to Mixed-Use Zone District at 100 Berlin Road and 15R Christian Hill Road. M360 Berlin Land Holdings, LLC is the Applicant and the Owner.

Mike Cannata read the Legal Notice.

Mike Cannata made a motion to open the Public Hearing. Seconded by Robert Donohue. *All in favor, Motion passed.*

Attorney Peter Alter, with Alter & Pearson LLC, at 701 Hebron Ave in Glastonbury said he and Attorney Meghan Hope represent the applicants and the owner of the of the former Lord Cromwell site at 100 Berlin Road. He submitted for the record the evidence certificate of mailing required by regulations and an affidavit of posting the signs on the property to Mr. Popper.

Attorney Alter introduced the developer Lexington Partner LLC and the principals of the firm. He said Lexington Partners has extensive experience in building and operating successful mixed-use developments in the Greater Hartford area. Attorney Alter presented an overview of on mixed-use developments that they have created. He noted that The Tannery in Glastonbury has 250 apartment units and 6,000 square foot restaurant and amenities. Attorney Alter said The Borden in Wethersfield has 150 apartment units, 13,165 square feet of commercial space, a 108-seat restaurant and other amenities. He introduced InnoConn Construction the company that would construct the project and M360 Advisors the financial firm working on the project.

Attorney Alter then introduced the Design Team for the project which includes: Tecton Architects (Architecture), Freeman Companies (Land Planning), Hallisey, Pearson & Cassidy (Civil Engineers & Land Surveyors), Davison Environmental (Environmental), Fuss & O'Neill (Traffic), MEP (DME)

PES (Structural Engineers) and Goman+York (Property Adviser). He discussed the background and experience of the design team.

Attorney Alter summarized the approval process for the development of the site. He noted that it is a two-step process which includes tonight's application for the Zoning Map Amendment and the Master Plan and the next steps which will include the Special Permit, Site Plan and Flood Zone Special Permit Applications.

Attorney Alter described the site and the constraints. He noted that the long and narrow site lends itself to a mixed-use development and the expected uses will include commercial/retail, residential apartments and residential town houses. Attorney Alter discussed how the project complies with the Plan of Conservation and Development in relationship to the planning and priorities sections of the POCD.

Attorney Alter presented an overview of the existing site conditions and the issues at the site which includes damage caused by vandalism and theft of materials in the building. He also noted the deteriorating condition of the building with mold and collapsed ceilings. Attorney Alter then introduced the members of the design team and asked them each to give a brief overview of their component of the plan.

Mr. Grant Losapio, Landscape Architect, with Freeman Companies at 36 John Street in Hartford discussed the master plan which calls for a commercial gateway on Berlin Road, the multi-family residential in the center of the site, the central amenity building and the townhouses on the north adjacent to Christian Hill Road. He also described in detail the components of the master plan program which includes 31,000 commercial/retail square feet (16,000 Medical, 9,000 Retail, and 6,000 Restaurant). Mr. Losapio, said the residential component includes 260 Rental multi-family units, 20 Townhouses each with a private garage and 12,750 square feet of amenities. He said the plans include 487 parking spaces (on grade) and 259 covered spaces (112 at in the existing parking structure, 127 at new structure and 20 in the townhouse garages).

Mr. Don Poland, PhD, AICP, Planner with Gorman & York at 1137 Main Street in East Hartford said he would be discussing the municipal fiscal impact of the proposed mixed- use project on the Town of Cromwell. He said to better understand the impact we need to look at the changing landscape in hospitality, retail and residential development. Mr. Poland then discussed the ongoing changes taking place in the demographics of the town's population, the housing types and the school district enrollments. He reviewed the fiscal impact of the existing versus proposed development. Mr. Poland summarized how the project is compatible with Town Plan of Conservation and Development and the Comprehensive Plan of Zoning.

Mr. Jim Cassidy, PE, Civil Engineer, Hallisey, Pearson & Cassidy at 630 Main Street, Suite 200 Hartford CT. discussed the site components including utility availability, storm water drainage, sewer capacity and water service. He noted with the new development there will be a 28,407 square foot reduction in impervious surface area and a slight increase in sewer flows (15,835 GPD). Mr. Cassidy said according to the Water

District there is about 160' of hydraulic head which will provide more than adequate water pressure to the site.

Mr. Mark Vertucci, PE, PTOE, Traffic Engineer, Fuss & O'Neill at 146 Hartford Road in Manchester said the site has excellent access with close proximity to I-91 and Route 9. He explained that the traffic study indicates that there will be no intersection LOS reductions, the sight lines exceed DOT requirements and they expect no significant impact to the surrounding roadways. Mr. Vertucci said they will be working with OSTA and DOT District 1 as the project moves forward. He noted that the parking analysis indicates that there will be ample parking on site. Mr. Vertucci said the plans call for 487 parking spaces provided, 405 parking spaces for peak shared demand and an 82-parking space surplus. He noted that all but the 40 town home parking spaces are shared.

Mr. Ernest Nepomucen, Senior Designer at Tecton Architects at 34 Sequassen St Suite 200 in Hartford discussed the site characteristics noting that the biggest challenges are the presence of the wetlands and the flood plain, the narrowness of the site, the sloping topography of the site and the limited frontage of the site. Mr. Nepomucen also spoke about the opportunities at the site characteristics which include, accessibility, the ability to layer the site from active to intimate. He described components of the project from the mixed use development adjacent to Berlin Road, the multi-family residential neighborhood in the middle and the low scale residential in the rear of the site. Mr. Nepomucen gave an overview of the design concepts of each component including the park like area to be developed on 15R Christian Hill Road.

Attorney Alter summarized the application and discussed the two-step zoning process. He thanked the commission members.

Mr. Popper explained that the application this evening is for the zone change and the approval of the master plan. He noted that the information discussed this evening was to present the concept behind the master plan. Mr. Popper explained that if the zone change and the master plan are approved the applicant will then be submitting a detailed site plan, flood plain and special permit applications. He said when the commission hears those applications at that time we will have detailed presentations and discussions on everything from landscaping to traffic, to the colors and design of the buildings. Mr. Popper asked that the commission members and the public limit their comments to the conceptual nature of the application and plans.

Chairman Kelly asked the commission members if they had any questions. Nick Demetriades and the applicant's representatives discussed the compatibility of the proposal with the Plan of Conservation and Development.

Chairman Kelly asked if anyone from the public would like to come forward and comment in favor or in opposition to the application. Ann Halibozek at 7 Christian Hill Road said she would like it to put on the record that she is in favor of this project because it will improve the area and it will hopefully improve the property values.

Chairman Kelly asked if anyone else from the public would like to come forward to comment on the application and there were no other speakers. She also asked if any of the commission members had any other questions or comments and there were no other comments or questions.

Michael Cannata made a motion to close the public hearing. Seconded by Nick Demetriades. *All in favor, Motion passed*

Michael Cannata made a motion to approve Application #22-09: Request to Amend the Zoning Map from Highway Business Zone District and Residential-40 Zone District to Mixed-Use Zone District at 100 Berlin Road and 15R Christian Hill Road. M360 Berlin Land Holdings, LLC is the Applicant and the Owner. Seconded by Brian Dufresne. *All favor, Motion passed*

b. Application #22-06: Request to amend the Zoning Regulations to add Section 6.11 to allow for the retail sales of cannabis and cannabis related products in the Highway Business Zone District and to amend Section 3.5.C.4 to allow for the cultivation of cannabis in the Industrial Zone District. The Town of Cromwell Planning and Zoning Commission is the Applicant.

Mike Cannata recused himself at 9:08pm.

Robert Donohue made a motion to open the Public Hearing. Seconded by Brian Dufresne. *All in favor, motion passed.*

Mr. Popper explained to the commission that at the previous meeting we had discussed the idea of limiting the location of the retail/hybrid/medical cannabis store to a free standing building with no other tenants in the building. He said with that in mind he had drafted this proposed addition to the regulations, "No medical marijuana dispensary facility, adult-use cannabis retail or hybrid-retailer, medical marijuana dispensary facility shall be located within the same building, structure, or portion thereof that is occupied with any other tenant or use." Mr. Popper and the commission members discussed the free-standing building requirement and the commission members were in agreement that this was an appropriate requirement.

Mr. Popper said at the previous meeting we had discussed the 100' set back from other various uses. The commission members and Mr. Popper discussed the set back and The commission discussed this and came to a decision for 100-foot setback requirement and the commission members were in agreement that this was an appropriate requirement.

Brian Dufresne made a motion to close the Public Hearing. Seconded by Robert Donohue. *All in favor, motion passed.*

Robert Donohue made a motion to amend the zoning regulations to add Section 6.11 to allow for the retail sales of cannabis and cannabis related products in the Highway Business Zone District and to amend Section 3.5.C.4 to allow for the cultivation of cannabis in the Industrial Zone District. Seconded by Brian Dufresne. *All in favor, motion passed.*

Mike Cannata returned to the commission at 9:32PM

11. Commissioner's Comments:

Nick Demetriades reminded the commission to go onto the RiverCOG website to read about the affordable housing plan. He said he will send the link to Mr. Popper to distribute to the commission members.

12. Approval of Minutes:

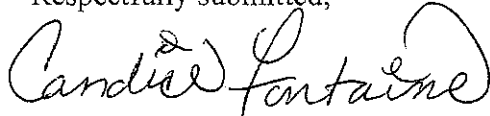
a. April 19, 2022

Minutes were not approved due to a lack of quorum.

13. Adjourn:

Mike Cannata made a motion to adjourn at 9:35 PM. *All in favor, motion passed.*

Respectfully submitted,

A handwritten signature in black ink that reads "Candice Fontaine". The signature is written in a cursive, flowing style with a large loop at the end of the last name.

Candice Fontaine
Recording Clerk