



**Town of Cromwell  
Planning and Zoning Commission**

***SPECIAL MEETING  
7:00 P.M. TUESDAY MAY 23, 2023  
ROOM 222 CROMWELL TOWN HALL  
41 WEST STREET***

**AGENDA**

1. **Call to Order**
2. **Roll Call**
3. **Seating of Alternates**
4. **Approval of Agenda**
5. **Director of Planning and Development Report:**
6. **New Business:**
  - a. **POCD Update**
  - b. **Zoning Regulations Update**
7. **Commissioner's Comments:**
8. **Approval of Minutes:**
  - a. **March 21, 2023**
  - b. **April 4, 2023**
9. **Adjourn:**

RECEIVED FOR RECORD  
May 11, 2023 08:39A  
JoAnn Doyle  
TOWN CLERK  
CROMWELL, CT

Nestled between the Connecticut and Mattabesset Rivers, the Town of Cromwell is the gateway to the Lower Connecticut River Valley. Our central location offers convenient access to Middletown, Hartford and New Haven while our picturesque riverfront is accessible by boat from Long Island Sound. Residents value our small-town feel and appreciate our sense of community, natural resources, and the variety of nearby entertainment destinations reachable via several major thoroughfares. The plan of conservation and development will serve as our roadmap for sustaining continued growth and prosperity and, most importantly, will provide an invaluable vision for our community to:

### **Live Well, Grow Well, Play Well, Cromwell!**

**Live Well:** The Town of Cromwell remains primarily residential and is a desirable location for people in all stages of life; its embrace of cultural diversity enhances our community. Our town's sense of community is embodied through our neighborhoods, schools, youth sports, and the businesses we frequent. We recognize our responsibility to maintain and improve community assets that enhance residents' quality of life. Cromwell will continue to encourage appropriate housing options for all stages of life and lifestyles, with a focus on diversity and affordability. In addition, the Town will provide enhanced facilities and infrastructure to support a safe, active, and engaged community.

**Grow Well:** The Town of Cromwell recognizes that sustainability and the need to grow over time as a complete community are essential to maintain and achieve a balanced quality of life. Shaped by our natural resources, we are passionate about protecting the quality and quantity of environmental features. The floodplains, wetlands, and riparian zones of Cromwell's southern and eastern borders provide critical ecosystem that protect wildlife and property in the community. The Town will continue to protect the integrity of these resources and manage remaining open spaces from future development. The Town will also investigate means for securing the community and its infrastructure more resilient against climate events like flooding and storm surge. Cromwell's balanced growth strategy includes thoughtful development that utilizes existing infrastructure to maintain and supplement commercial, mixed-use and/or industrial opportunities, while preserving the uniqueness of existing residential areas.

**Play Well:** The Town of Cromwell offers shopping, dining, cultural and recreational activities for its residents and visitors alike, while envisioning an expansion of these services. A primary goal of our comprehensive plan will be the development of our riverfront as an environmentally friendly destination for boaters, river enthusiasts, residents, and visitors alike. Cromwell Creative District's encouragement of the arts helps promote the Town's historic district and sense of self. Boosting our parks and improving park and recreation services that will stimulate public health and the overall wellbeing of our community. Our Plan also includes collaborating with the Lower Connecticut River Valley Council of Governments to connect the Air Line State Park Trail to expand the trail through Cromwell, Middletown, and Portland so that walkers, hikers, and bicyclers from across the state are drawn to this area for the inspiring views, the relaxation, the solitude, and amenities that the Trail and Cromwell have to offer.

We are Cromwell, Join Our Journey.

# **Town of Cromwell Planning and Zoning Commission**

**REGULAR MEETING  
7:00 P.M. TUESDAY MARCH 21, 2023  
COUNCIL CHAMBERS CROMWELL TOWN HALL  
41 WEST STREET**

## **Minutes and Record of Votes**

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

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

**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 7:01pm by Chairman Kelly.

### **2. Roll Call**

The presence of the above members was noted.

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Mar 31, 2023 11:56A  
JoAnn Doyle  
TOWN CLERK  
CROMWELL, CT



### **3. Seating of Alternates**

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

### **4. Approval of Agenda**

A motion was made by Michael Cannata and seconded by Ann Grasso to approve the agenda. All were in favor; the motion passed.

### **5. Development Compliance Officer Report**

Mr. Driska said there was nothing new to report.

### **6. Director of Planning and Development Report**

Mr. Popper said the Economic Development Commission endorsed a 10-year tax abatement for 100 Berlin Road project. Chairman Kelly said the sewer division was very good to them. Mr. Popper said that discussions continue with the owners of 100 Berlin Road and once the

remaining issues are resolved they will submit the request for the tax abatement to the Town Council.

**7. New Business:**

- a. POCD Update
- b. Zoning Regulations update

Robert Collins, SLR, Cheshire, CT said that he has the zoning code updates and that is being done in 2 phases. He said the first phase is complete with all of the changes that you already approved from 2015 to the end of 2022. Mr. Collins said the second phase is to identify the potential changes from this point forward by discussing certain subjects and then you will decide which ones you want to move forward with by the end of this year. The Commissioners received a copy of the zoning regulations with the changes from 2015 to the end of 2022. Mr. Cambareri asked if this was on the website and Mr. Popper said it will be by the end of the week. He said it will also be in the library. Chairman Kelly asked Mr. Popper if these changes were all approved by the Commission and Mr. Popper said yes, through the end of 2022. Mr. Popper said there are going to be things we need to add to meet state requirements and things that we need to update and amend since there have been new types of businesses etc. that have been created and implemented. He said SLR did a good job with this document and it is solid. He said there is a table in the beginning of the zoning regulations which shows the changes contained in the document.

Mr. Collins said we can move to the discussion of the POCD. He said we reviewed the data deck last month and you all gave me good feedback. He asked them to think about anything new they want SLR to consider.

Mr. Donohue said there are some infrastructure projects in the water division and Chairman Kelly as well in the sewer division. Mr. Collins said that he needs information on the important ones. Mr. Popper said we will contact the district to find out about the projects. Mr. Collins said they have made some changes already based on your feedback from the last meeting.

Mr. Collins handed out the draft of the survey results. He said the survey will close this week so it's still a draft report but we should be able to finalize the results in the next month. He said it is divided into 7 categories as well as a vision and demographics section. He said 84 open comments were left by residents and they will categorize where those interests were. Mr. Collins said that 64 residents left email addresses so they could be contacted with more information about the POCD open forums.

Chairman Kelly asked if there was anything that surprised Mr. Collins. He said it was nice to see the high percentage of residents who indicated a high quality of life. He said the public school scores surprised him and the high percentage indicating noise in neighborhoods was surprising.

Mr. Demetriades asked why the percentages in some categories added up to more than 100 percent. Mr. Collins said that in some sections people could answer more than one way and we should make a note in those areas indicating that.

Mr. Collins said I will give you more time to digest this and come back next month with comments and questions. He said that he will be back at the second meeting in April.

Mr. Cambareri said that on page 26 it says the River Road Boat Launch is a community facility but it is really a private facility. Mr. Demetriades said maybe we should talk about building one for residents. Mr. Cannata said there is no waitlist at the River Road Boat launch for residents but they do have to pay dues. Mr. Cambareri said that our riverfront access is not obvious to the public.

Mr. Collins handed out sample vision statements from other Connecticut communities and said the next part of the POCD is to create a vision statement. He said your homework will be to look at these and tell us what your vision is. He said that SLR also created one that he passed out to the Commissioners. He said this is not written in stone but just a guide. Ms. Grasso asked if the length of the one they created was typical because it seems long. Mr. Collins said that is up to you but they all are usually a minimum of 3 paragraphs but we could incorporate all the ideas into one.

Mr. Demetriades asked if there was a way to digitize the document and include a spoken narrative. Mr. Collins said that could be possible and something to discuss. Ms. Grasso said that the Cromwell Creative District just completed an audio tour of the Cromwell historical society and she will send a link to the Commissioners.

Mr. Popper thanked the Commission and Mr. Collins. Mr. Collins said you have your homework assignment; to think about the vision statement and to think about the themes and goals. He said we will eventually have an open house for residents. Chairman Kelly said I am not sure how many people know what the POCD is. Mr. Popper said there are residents in town who are watching this and looking forward to the update. Mr. Collins said that 60 residents have given us their email for this reason.

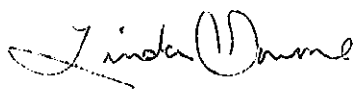
Mr. Driska asked if he envisioned the meetings to be charrettes and Mr. Collins said no, more of an open house and we will have a short video on loop for residents to watch.

## **8. Commissioners Comments**

## **9. Adjourn**

A motion was made by Michael Cannata and seconded by Robert Donohue to adjourn at 8:18pm. All were in favor; the motion passed.

Respectfully submitted,



Linda Imme  
Recording Clerk



## Town of Cromwell Planning and Zoning Commission

### **REGULAR MEETING** **7:00 P.M. TUESDAY APRIL 4, 2023** **COUNCIL CHAMBERS CROMWELL TOWN HALL** **41 WEST STREET**

#### Minutes and Record of Votes

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

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

**Also present:** Director of Planning and Development Stuart Popper, Zoning Enforcement Officer Bruce Driska and Town Council Liaison Jim Demetriades

#### 1. Call to Order

The meeting was called to order at 7:01pm by Chairman Kelly.

#### 2. Roll Call

The presence of the above members was noted.

RECEIVED FOR RECORD  
Apr 26, 2023 10:51A  
JoAnn Doyle  
TOWN CLERK  
CROMWELL, CT

#### 3. Seating of Alternates

#### 4. Approval of Agenda

A motion was made by Michael Cannata and seconded by Ann Grasso to approve the agenda with the amendment of adding items 8b. Application #23-09, 51 Shunpike Road, Goldfish Swim School site plan modification for a new sign and item 8c. application #23-10 Morecon Builders, LLC, 70 County Line Drive, Site Plan approval. All were in favor; the motion passed.

#### 5. Public Comments

#### 6. Development Compliance Officer Report:

Mr. Driska handed out an amended report to replace the one included in the package and said he added application #23-10 to the spreadsheet.

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

Mr. Cannata asked Mr. Popper if there has been any movement on the Sysco Project on County Line and Mr. Popper said that their applications have been tabled at the Rocky Hill Planning and Zoning Commission and the Conservation Commission. He said staff had concerns about the driveway being close to the Amazon building and the Public Works garage entrances and exits. Mr. Popper said the town would like to see the Sysco driveway moved further east.

Mr. Demetriades asked about the existing condition of Hicksville Road and said it is a mess and he hopes it gets repaved. Mr. Driska said that he is not sure of its ranking on the town road repaving list. Chairman Kelly suggested that the town consider using ARPA money to repave it.

Mr. Cambareri said he had some questions about the site plan modification procedures and Chairman Kelly said that we can discuss that at the end under the Commissioners comments.

Mr. Popper said as a reminder at our April 18, 2023 meeting we will be discussing the POCD vision statement. He noted we will be emailing out info before the meeting.

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

- a. Application #23-08: Request for a Site Plan Modification at 11 Berlin Road for a sign for a new business. Ayelen Olivera is the Applicant and Joseph Airo is the Owner.

A motion was made by Michael Cannata and seconded by Chris Cambareri to accept and schedule application #23-08 to be heard tonight. All were in favor; the motion passed.

Mr. Popper said application #23-08 is for a new sign at 11 Berlin Road. He said Mr. Driska has reviewed the sign and it is in compliance with our zoning and the use is also an approved use. He said a rendering of the sign is in your packages.

Mr. Michael Harmon addressed the Commission said that he and Ayelen Olivera are opening a new tattoo shop which will also be an art gallery. Ms. Olivera said the sign would be back lit.

A motion was made by Michael Cannata and seconded by Chris Cambareri to approve application #23-08. All were in favor; the motion passed.

- 8b. Application #23-09, site plan modification for a new sign at Goldfish Swim School, 51 Shunpike Road, HBN Nitkin is the owner/applicant.

Mr. Popper said that Mr. Driska has reviewed this sign and it is in compliance with the zoning regulations.

A motion was made by Michael Cannata and seconded by Nick Demetriades to accept and schedule application #23-09 to be heard tonight. All were in favor; the motion passed.

Craig Way, HBN Nitkin in Greenwich, CT said they have just signed a lease with Goldswim

School and this will be the 3rd in Connecticut. He said they will take the 8,100 square feet between Sally's and the liquor store. Mr. Way handed out the color elevations. He said the actual building construction plans will be submitted in about 10 days and then they will start seeking bids. Mr. Way said their goal is to open by December 1st. He said they average about 2,000 lessons a week and are open 7 days a week. Mr. Way said there will not be a change to the facade. He said the sign will be illuminated with channel lettering.

A motion was made by Michael Cannata and seconded by Chris Cambareri to approve application #23-09. All were in favor; the motion passed.

8c. Application #23-10 Morecon Builders site plan approval for a contractors building at 70 County Line Drive.

A motion was made by Michael Cannata and seconded by Ann Grasso to accept and schedule application #23-10 for the first meeting in May. All were in favor; the motion passed.

**9. New Business:**

- a. Application #23-05: Request for a Special Permit under Section 2.7.A.4 of the Zoning Regulations to allow for a garage which shall exceed 1,000 square feet at 142 Coles Road. Francis Henri and Celeste Henri are the Applicants and the Owners.

Chairman Kelly read the public hearing legal notice for application #23-05 dated March 23, 2023.

A motion was made by Michael Cannata and seconded by Chris Cambareri to open the public hearing for application #23-05. All were in favor; the motion passed.

Mr. Francis Henri of 142 Coles Road said he has 3 letters from neighbors that support the application. Celeste Henri of 142 Coles Road handed Mr. Popper the letters and also the notarized affidavit for the public hearing sign and the mailing to abutters. Mr. Henri passed out the floor plans and plot plans. Mr. Henri said this is the plan for a 3 car garage, canning room and carport. He said the carport is just a place to sit at a table and be out of the sun and a place to keep an enclosed trailer. Mr. Driska said that the height complies with our zoning regulations since the peak can be greater than 18 feet. He said a lot of detached garages exceed 18 feet with the peak. Mr. Cannata said he didn't think it would stick out like a sore thumb. Mr. Driska said he sent Mr. Popper a memo about the modification to reduce the proposed garage space since they should not include the canning room or carport in that calculation. Mr. Driska said 1,600 square feet of garage is allowed with a special permit and this garage along with their existing garage totals 1,590 square feet.

Chairman Kelly asked what will be in the garage and Mr. Henri said 2 pickup trucks and snowblower and lawn mower. He said the main garage will be used for the everyday car. He said there will eventually be electricity in there. Chairman Kelly asked what materials they will use for the garage and Mr. Henri said vinyl siding and traditional roofing shingles. Mr. Cambareri asked if this building will be used for a business and Mr. Henri said no. Mr. Cannata said there was nothing here that would stop you from having water, heat and electricity.



Chairman Kelly asked if there was anyone in the public that wanted to speak regarding application #23-05.

Mr. Popper read letters from Michael and Rebecca Landry, 5 Robbie Road, Mary and Randall Cornelio, 144 Coles Road and Donald Russ, 7 Robbie Road who were all in favor of the application.

A motion was made by Michael Cannata and seconded by Ann Grasso to close the public hearing for application #23-05, All were in favor; the motion passed.

A motion was made by Michael Cannata and seconded by Chris Cambareri to approve application #23-05. All were in favor; the motion passed.

**10. Public Hearings:**

**11. Commissioner's Comments:**

Mr. Demetriades said that River Cog was moving forward with their CED's plan and the Commissioners can check the website. He said I suggested the Plan of Conservation and Development be digitized and I would like to put together a PowerPoint with audio to show you an example of what I mean just to give you an idea. Chairman Kelly said that is a good idea.

Mr. Cambareri said we recently have had many applications for site plan modifications for signs and I would like to propose that staff be allowed to make those decisions. He said it seems like that would be a more efficient process. Mr. Cannata said so let the staff approve these unless it's something really unusual. The Commission members and staff discussed the sign applications agreed that staff should administer the sign applications but advise the Commission of the signs approved.

**12. Approval of Minutes:**

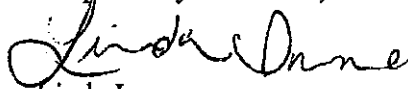
a. March 7, 2023

A motion was made by Michael Cannata and seconded by Ann Grasso to approve the minutes of March 7, 2023. All were in favor; the motion passed.

**13. Adjourn:**

A motion was made by Michael Cannata and seconded by Chris Cambareri to adjourn at 7:51pm. All were in favor; the motion passed.

Respectfully submitted,

  
Linda Imme  
Recording Clerk