



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

**REGULAR MEETING  
7:00 P.M. TUESDAY JULY 18, 2023  
COUNCIL CHAMBERS CROMWELL TOWN HALL  
41 WEST STREET  
AGENDA**

RECEIVED FOR RECORD  
JUL 12, 2023 12:09P  
JoAnn Doyle  
TOWN CLERK  
CROMWELL, CT

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:**
9. **New Business:**
  - a. Application#23-23: Request for Site Plan Modification to install new landscaping at 46 Nooks Hill Road. Hubbell Power Systems, Inc. is the Applicant and the Owner.
  - b. Application #23-17: Request for a Site Plan Approval for the construction of the new middle school and administrative offices in a Residence Zone District at 6 Captain James Mann Memorial Drive. The Town of Cromwell Board of Education is the Applicant and the Town of Cromwell is the Owner.
10. **Public Hearings:**
  - a. Application #23-16: Request for a Special Permit under Section 2.2.C.4 of the Zoning Regulations to construct a school and administrative offices at 9 Captain James Mann Memorial Drive in a Residential Zone District. The Town of Cromwell Board of Education is the Applicant and the Town of Cromwell is the Owner, (continued from 7/6/2023 public hearing).
11. **Commissioner's Comments:**
12. **Approval of Minutes:**
  - a. May 4, 2023
13. **Adjourn:**

**TOWN OF CROMWELL  
PLANNING AND ZONING COMMISSION**

***APPLICATION FOR SITE PLAN MODIFICATION***

**Name of Project:** Parking lot enhancements

**Street Address:** 46 Nooks Hill Rd, Cromwell 06416 CT

**Volume/Page:** \_\_\_\_\_ **PIN #:** \_\_\_\_\_

**Applicant Name:** Hubbell Power Systems, Inc.  
Craig Tooker, Sr. Business Unit Manager

**Address:** 46 Nooks Hill Rd, Cromwell 06416 CT

**Telephone:** 860-635-2200 (day) \_\_\_\_\_ (evening) \_\_\_\_\_

**Email Address:** ctooker@hubbell.com

**Property Owner Name:** Hubbell Power Systems, Inc.

**Address:** 46 Nooks Hill Rd, Cromwell 06416 CT

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 <u>any part</u> of the site within 500' of an adjoining town?   | (Yes)   | (No) ✓ |
| 2. Will this project require an <u>Inland Wetlands Agency permit</u> ?  | (Yes)   | (No) ✓ |
| if yes, have you obtained it?   | (Yes)   | (No)   |
| 3. Will this project require a DEP <u>Stormwater Management Permit</u> ?  | (Yes)   | (No) ✓ |
| if yes, have you applied for it?  | (Yes)   | (No)   |
| 4. Will this Project Require an <u>STC Permit</u> ?   | (Yes)   | (No) ✓ |
| if yes, have you submitted a copy of the plans to the STC?  | (Yes)   | (No)   |
| 5. Does the parking comply with the <u>handicapped parking</u> 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.***

Craig Tooker

Applicant Name and Signature

6/13/23

Date

**TOWN OF CROMWELL  
PLANNING AND ZONING COMMISSION**

***APPLICATION FOR SITE PLAN APPROVAL***

**Name of Project:** Cromwell Middle School and Central Administration Office  
**Street Address:** 6 Captain James Mann Memorial Drive  
**Volume/Page:** 59-435 **PIN #:** 987

**Applicant Name:** Town of Cromwell - Board of Education  
**Address:** 9 Captain James Mann Memorial Drive  
Cromwell, CT 06416

**Telephone:** 860-632-4830 (day) \_\_\_\_\_ (evening)  
**Email Address:** rcglynn77@gmail.com

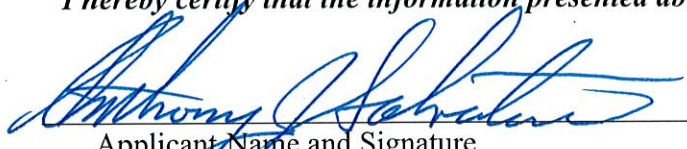
**Property Owner Name:** Town of Cromwell  
**Address:** 41 West Street, Cromwell, CT 06416

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

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

  
 Applicant Name and Signature  
 TOWN MANAGER

5/30/2023  
 Date



**TOWN OF CROMWELL  
PLANNING AND ZONING COMMISSION  
*APPLICATION FOR SPECIAL PERMIT***

Type of Activity: School Use in a Residential Zone  
(Per Section 2.2.C.4 of the Cromwell Zoning Regulations)  
Street Address: 9 Captain James Mann Memorial Drive Zoning District: R-15  
Assessor's Parcel ID #: 987 Volume/Page: 59-439

Applicant's Name: Town of Cromwell - Board of Education  
Address: 9 Captain James Mann Memorial Drive, Cromwell, CT 06416  
Telephone Number (daytime): 860-632-4830  
Email Address: rcglynn77@gmail.com

Property Owner's Name: Town of Cromwell  
Address: 41 West Street, Cromwell, CT 06416

Description of Proposed Activity:  
Demolition of existing CMS/CAO building and construction of new CMS/CAO  
with associated parking, drives, sports fields, and drainage  
improvements.

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).*

  
(applicant)  
Town Manager

5/30/2023  
(date)



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

***SPECIAL MEETING  
7:00 P.M. THURSDAY MAY 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 and John Keithan

**Absent:** Brian Dufresne, Ken Rozich, Paul Cordone, Robert Donohue and Nick Demetriades

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

**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.

RECEIVED FOR RECORD  
May 15, 2023 10:46A  
JoAnn Doyle  
TOWN CLERK  
CROMWELL, CT

**3. Seating of Alternates - none**

**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. Public Comments - none**

**6. Development Compliance Officer Report:**

Mr. Driska said the only change to his report is that application #23-12 was approved administratively today and is not pending anymore. Chairman Kelly asked what the modification was and Mr. Driska said they are changing the access door, installing a new sign and will make interior modifications as well.

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

Mr. Popper said that 100 Berlin Road will hopefully be in front of the Town Council in June. It's possible they will begin demolition this summer. He said Arbor Meadows is in the 5th and last phase so they are way ahead of schedule. Mr. Popper said the Texas Roadhouse is finishing up their building permits now. He said Sysco still has their application withdrawn but will we will meet with them to discuss the location of the driveway. Ms. Grasso asked about the Citgo station and Mr. Popper said the overhead canopy has been demolished. Mr. Driska said they are trying to make it look pretty while it is just sitting there.

Chairman Kelly asked about Piney Ridge and said it has to be rezoned and go back to what it was before since the State said we were in violation. The Commissioners and staff discussed the State DOT denying the owners request to put up billboard.

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

a. Application #23-13: Request for a Special Permit under Sections 3.3.C.4, 7.5.B.4, 8.7 of the Zoning Regulations to allow for restaurant with alcoholic beverages at 35A Berlin Road in the Highway Business Zone District. Kemal Cecunyanin is the Applicant and River Grace Plaza LLC is the Owner.

Mr. Popper said Joe's filling station is gone and the business next door will open a new place in that space. He said we can hear this application at the first meeting in June on the 6th.

A motion was made by Michael Cannata and seconded by John Keithan to accept and schedule application #23-13 for a public hearing on June 6, 2023. All were in favor; the motion passed.

b. Application #23-14: Request for a Special Permit under Sections 3.3.C.4, 7.5.B.4, 8.7 of the Zoning Regulations to allow for restaurant with alcoholic beverages at 530 Main Street in the Local Business Zone District. Brian Bonneau is the Applicant and Marsal Realty Corp is the Owner.

Mr. Popper said that the Well will move to an empty space in the Liberty Bank shopping plaza on Main Street. He said that is a good spot for them with plenty of parking. He said that can also be heard on June 6<sup>th</sup>.

A motion was made by Michael Cannata and seconded by Chris Cambareri to accept and schedule application #23-14 for a public hearing on June 6, 2023. All were in favor; the motion passed.

**9. New Business:**

a. Application #23-10: Request for Site Plan Approval to construct a contractor's building at 70 County Line Drive. Morecon Builders, LLC is the Applicant and Nova Sky Properties are the Owner.

Mr. Popper said this application is for the same site where a building for a moving company was approved but they never built. He said the applicant did receive an Inland Wetlands permit for activities within the Upland Review Area at the Inlands Wetlands and Watercourses Agency meeting last month.

Mr. Justin Packard, Engineer with Hallisey, Pearson and Cassidy at 630 Main Street, Cromwell, CT showed the property on a map. He described the site, the location and said the site has 125 feet of frontage and is .7 acres. Mr. Packard said it is on industrial zoned land and is currently a vacant lot. He explained that the rear third of the lot is wooded and the rest is grass and there is a gradual slope to the tree line and then a sharper drop into the wetlands. Mr. Packard said there is a conservation easement on the property. He said they are proposing to build a 6,600 square foot contractors building. Mr. Packard said it will be one story with 6 separate bays. He said Morecon Builders builds custom homes and will use 2 or 3 of the bays and rent out the other 3 or 4. He said the bays will mainly be a place to store materials and to act as a showroom for customers and there will be 12 parking spaces. Mr. Packard said there will be a row of boxwood shrubs planted near the conservation line. He showed the location for a monument sign but said they are unsure if they will need that right now. Mr. Packard said we would like to ask that any future sign be approved by staff. He said the site meets all zoning requirements and the drainage will be an underground filtration system with no increase in runoff expected. Mr. Packard explained the utility connection and showed the rendering of the building. He said the it will be concrete

block with vertical siding on the top third of the building. He said each bay will have its own access door in the front and the back of the building. Mr. Packard said they have received comments from the Town Engineer and we agree with all of them and they are deal mostly with maintenance requirements for the site drainage.

Mr. Jim Cassidy, Engineer with Hallisey, Pearson and Cassidy, 630 Main Street, Cromwell, CT showed the brown tones of the building. Mr. Cannata asked about sanitary facilities and Mr. Packard said all six bays will have their own restroom. He showed the dumpster enclosure on the map. Mr. Driska said staff will advise them on the monument sign once they bring in the specifications.

Mr. Popper reminded the Commissioners that any approval should include the memo from Jon Harriman dated April 27, 2023.

A motion was made by Michael Cannata and seconded by John Keithan to approve application #23-10 with the conditions of Jon Harriman's memo dated April 27, 2023 adhered to. All were in favor; the motion passed.

Mr. Popper welcomed Morecon Builders to Cromwell

b. Application 21-32: Request to modify the Sidewalk location in the Scheu Farm Subdivision at Cortland Way. Reed Builders, LLC is the Applicant and the Owner.

Jim Cassidy, Engineer with Hallisey, Pearson and Cassidy, 630 Main Street, Cromwell, CT said that Cortland Way is under construction and it is an 8-lot subdivision. He said that 3 houses are under construction now. Mr. Cassidy showed the original plan with the sidewalk plan. He said that plan involved connecting to the Board of Education sidewalks through an opening in their fence and they decided they didn't want to do that. He said we don't want to place the sidewalk around the entire cul-de-sac since this site is required to have a snow storage shelf and it is near where the sidewalks would be around lots 6, 7 and 8. Mr. Cassidy said they are proposing to move the handicap ramp to the other side of the road then the original plan and not put sidewalks around the entire cul-de-sac but to stop the sidewalks where the ramp would be. Chairman Kelly said this doesn't prevent snow on their property and Mr. Cassidy said no it doesn't but it won't create an issue because of the easement. Mr. Cannata asked Mr. Driska and Mr. Popper if Mr. Harriman had any concerns with this. Mr. Popper said Mr. Harriman didn't take a position on the placement of the sidewalks. Mr. Popper said I feel the sidewalks should extend to the snow easement as shown on the map. He said we drove around today and there is not lots of consistency with sidewalks on cul-de-sacs. Mr. Popper said this is the chance to make this as a template for future cul-de-sacs. Mr. Cassidy said I do understand but lots 7 and 8 should not have sidewalks.

Jennifer Hussey, wife of Sean Hussey of Reed Builders said she doesn't think the town will know where the snow shelf is and only pile the snow on that specific area. She said the snow will impact lots 5 and 6 and the sidewalks should really end before lot 5.

Mr. Cassidy said the handicap ramp will make it difficult for maintenance of in the cul-de-sac and it will be easier to install the ramp in a straight area. Mr. Popper suggested that the rule of thumb be not to put sidewalks near snow easements. Ms. Grasso asked what the point of the sidewalk would be from the proposed handicap ramp to lot 5. She said you shouldn't need sidewalks all the way around a cul-de-sac as traffic should be slow around the curve.

The Commissioners discussed where the end of the sidewalk should be and they decided that they should stop at the western edge of the driveway of lot 5.

A motion was made by Michael Cannata and seconded by Chris Cambareri to waive the installation of the sidewalks as shown on approved plan and place the sidewalk up until the western edge of the driveway of lot 5. All were in favor; the motion passed.

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

**11. Approval of Minutes:**

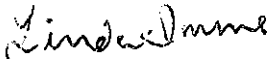
- a. March 21, 2023
- b. April 4, 2023

The minutes were not discussed as there were not enough Commissioner present at this meeting who were at the meetings.

**12. Adjourn:**

A motion was made by Michael Cannata and seconded by John Keithan to adjourn at 7:58pm. All were in favor; the motion passed.

Respectfully submitted,



Linda Imme  
Recording Clerk