

**TOWN OF CROMWELL  
ECONOMIC DEVELOPMENT COMMISSION**



***Regular Meeting  
6:30 P.M. Thursday April 20, 2017  
Room 224/5 Cromwell Town Hall***

**AGENDA**

RECEIVED FOR FILING  
4-13 2017 at 9:25 M.  
TOWN CLERK'S OFFICE  
CROMWELL, CONN.

  
TOWN CLERK

1. Call to Order
2. Roll Call/Seating of Alternates
3. Approval of Agenda
4. Public Comments
5. Director of Planning and Development & Compliance Officer Reports
6. New Business:
7. Old Business:
  - a. Northern Tier STEAP Grant
8. Communications: (see attached P & Z Minutes, Redevelopment Agency Minutes)
9. Chairman's Comments/Commissioners' Comments
10. Approval of Minutes:
  - a. March 16, 2017
11. Good & Welfare
12. Adjourn

# Memo

To: Planning & Zoning Commission

From: Fred Curtin

Date: March 15, 2017

Re: March 2017 Activity Report

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49 River Road: The Cease and Desist order is still in place and daily citation fines are still accruing.

273 Main Street: The 3 unregistered vehicles have been removed.



RECEIVED FOR FILING  
3-27 2017 at 9:57 AM.  
TOWN CLERK'S OFFICE  
CROMWELL, CONN.

**TOWN OF CROMWELL  
PLANNING AND ZONING COMMISSION  
REGULAR MEETING  
7:00pm TUESDAY MARCH 21st, 2017  
ROOM 224 CROMWELL TOWN HALL 41 WEST STREET  
MINUTES AND RECORD OF VOTES**

*Rita Conner*  
TOWN CLERK

**Present:** Chairman Alice Kelly, Michael Cannata, Brian Dufresne, Chris Cambareri, Richard Waters, Jeremy Floryan, Kenneth Slade, Paul Cordone, and David Fitzgerald

**Also Present:** Director of Planning and Development Stuart Popper and Town Engineer Jon Harriman

**1. Call To Order**

The meeting was called to order by Chairman Kelly at 7:09 pm.

**2. Roll Call**

The presence of the above members was noted.

**3. Seating of Alternates**

A motion was made by Michael Cannata and seconded by Brian Dufresne to seat David Fitzgerald as alternate. *All were in favor; the motion passed.*

**4. Approval of Agenda**

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

**5. Public Comments**

There were no public comments at this time.

**6. Development Compliance Officer Report**

Mr. Curtin was not present at the meeting, but a copy of his report was submitted to the commission.

**7. Town Planner Report**

Mr. Popper submitted his report at the last meeting. New applications have been accepted, including an application for construction of a small 5,000 sq. ft. structure adjacent to Brother's Autobody which will be subject to approval at the April 4<sup>th</sup> meeting.

## 8. New Business

- a. Application #17-07: Request for site plan approval to reconstruct a portion of Willowbrook Road with the Flood Hazard Area. The Town of Cromwell is the Applicant and Owner.

Stuart Popper presented Application #17-06 and #17-07 and asked they be considered together. He stated the legal notice for applications appeared in the Hartford Courant.

## 9. Public Hearing

- a. Application #17-05: Request for Special Permit under Section 2.7.A.4. of the Zoning Regulations to construct more than 1000 sq. ft. of accessory building (garage) at 17 Jennifer Lane. Michael Santangelo is the Applicant and Michael and Heather Santangelo are the owners.

Michael Cannata made a **motion** to open the public hearing for Application #17-05. Kenneth Slade **seconded** the motion. *All were in favor; the motion passed.*

Michael Santangelo, 17 Jennifer Lane, presented his application for a Special Permit under Section 2.7.A.4 of the Zoning Regulation. Under the regulation, a Special Permit is required to construct more than 1000 sq. ft. of accessory building on the property. Mr. Santangelo provided a packet of photographs, including: a site plan of the proposed shed, a GIS photo of the proposed shed location and street level photographs of the property.

Paul Cordone asked about the square footage of accessory buildings on the property. Mr. Santangelo responded that the proposed shed is 12'x20' and including an attached garage on the property, the total square footage amount is less than 1600 sq. ft., within the requirements of Section 2.7.A.4. of the Zoning Regulations.

In response to Chairman Kelly's questions, Mr. Santangelo stated that the shed would be used to store patio furniture, a lawn mower, and toys for his three children. Mr. Santangelo explained that he had discussed his plans with his neighbor and he had no issue with it. Further, Mr. Santangelo described new bushes he planted that will block the neighbor's view of the shed within the next few years as they grow in.

Mr. Santangelo stated that he had posted the required sign and had the certified mail and provided documentation to Mr. Popper. Mr. Popper stated that he had received a phone call from a neighbor asking about the certified mail received and the neighbors posed no questions or concerns after Mr. Popper's explanation of the process.

Michael Cannata made a **motion** to close the public hearing. Richard Waters **seconded** the motion. *All were in favor; the motion passed.*

Michael Cannata made a **motion** to approve Application #17-05: Request for Special Permit under Section 2.7.A.4. of the Zoning Regulations to construct more than 1000 sq. ft. of accessory building (garage) at 17 Jennifer Lane. Richard Waters **seconded** the motion. *All were in favor; the motion passed.*

- b. Application #17-08: Request for a Special Permit under Section 2.7.A.4 of the Zoning Regulations to construct more than 1000 sq. feet of accessory building (greenhouse) at 33 Shadow Lane. Stanley E. Jasiacki is the applicant and Elizabeth and Stanley Jasiacki are the owners.

Michael Cannata made a **motion** to open the public hearing for Application #17-08. Richard Waters **seconded** the motion. *All were in favor; the motion passed.*

Stanley Jasiacki, 33 Shadow Lane, presented the certified mail to Mr. Popper. Mr. Jasiacki explained that the proposed greenhouse would be 7.5'x23' and would put his total square footage of accessory building over 1000 sq. ft. It will sit on granite blocks and be built using glass and a steel framework, creating a structure with a more permanent use.

Chairman Kelly asked about the box container on Mr. Jasiacki's property that had caused complaints from neighbors. Mr. Jasiacki explained that the box container has been used to house a significant amount of materials and machinery from his previous business. In response to questions about whether the box container will be removed, Mr. Jasiacki stated that it would go if the commission deemed it was necessary.

Mr. Popper stated that because this is an additional structure, the box container and the materials surrounding it needed to be removed. Mr. Popper expressed that the box container must be removed before construction of the greenhouse were to begin. According to Mr. Popper, with input from Mr. Curtain, the removal of the box container was a condition of a previous permit to construct an unattached garage. The unattached garage has been completed, but the box container has not been removed.

Michael Cannata suggested that the permit be approved with the condition that no work on the greenhouse begin until the box container had been removed.

A discussion occurred in regards to the previous accessory structure, the unattached garage, and whether Mr. Jasiacki can clean up the yard and remove the box container. Mr. Jasiacki asked for 90 days to remove the box container and clean up the yard.

In a public comment, Lou Defurio, 35 Shadow Lane, stated that the box container is an eye sore that needs to be removed because he is planning to sell his house. He explained that he has no issue with the greenhouse as long as Mr. Jasiacki cleans up his yard and removes the box container.

Chris Camberari expressed concern about whether the materials would actually be removed or just move elsewhere on the property. Mr. Jasiecki stated that the material will be removed or moved into one of the existing accessory structures.

Incorporating Paul Cordone's suggestion, Michael Cannata proposed approving the application with a drop-dead date and that nothing can be done without Mr. Curtain's approval. The commission seemed to be in approval of this language.

Mr. Popper asked for 60 days instead of 90 and it was accepted by the commission.

Michael Cannata made a **motion** to close the public hearing. Richard Waters **seconded** the motion. *All were in favor; the motion passed.*

Michael Cannata made a **motion** to approve Application 17-08: Request for a Special Permit under Section 2.7.A.4 of the Zoning Regulations to construct more than 1000 sq. feet of accessory building (greenhouse) at 33 Shadow Lane, with the condition that the storage container and material around it be removed and cleaned within 60 days subject to Fred Curtain's inspection and approval before construction of the greenhouse can commence. Richard Waters **seconded** the motion. *All were in favor; the motion passed.*

- c. Application #17-06: Request for a Special Permit under Section 4.2 of the Zoning Regulations to reconstruct a portion of Willowbrook Road with the Flood Hazard Area. The Town of Cromwell is the applicant and the Owner.

Application #17-07: Request for site plan approval to reconstruct a portion of Willowbrook Road with the Flood Hazard Area. The Town of Cromwell is the Applicant and Owner.

Town Engineer Jon Harriman explained the proposed project that will receive both state and federal funding. The reconstruction of Willowbrook Road will raise the elevation of the road to alleviate the flood area.

Mr. Harriman explained that he followed relevant regulations and applied for and received wetlands permission. A permit is needed to do work in the 100 Year Flood Plan and has received a variance. The project, according to Mr. Harriman, is meant for the public good to ensure better access to the roads.

During the construction, the town will work with the Cromwell Police Department to handle the alternating one way traffic during the majority of the work. A brief, 1-2 week detour, will also be necessary, but if done during the dry season, it may be shorter.

Mr. Harriman reviewed the timeline for the project, which is expected to begin in Fall 2017. Contractors would have Winter 2017-2018 to determine utility pole transitions. The majority of the asphalt work would be done in Spring 2018.

A discussion occurred in regards to the FEMA maps of the flood plan area.

Michael Cannata made a **motion** to close the public hearing. Richard Waters **seconded** the motion. *All were in favor; the motion passed.*

Michael Cannata made a **motion** to approve Application #17-06: Request for a Special Permit under Section 4.2 of the Zoning Regulations to reconstruct a portion of Willowbrook Road with the Flood Hazard Area. The Town of Cromwell is the applicant and the Owner. Brian Dufresne **seconded** the motion. Chairman Kelly recused herself. *All others were in favor; the motion passed.*

Michael Cannata made a **motion** to approve Application #17-07: Request for site plan approval to reconstruct a portion of Willowbrook Road with the Flood Hazard Area. The Town of Cromwell is the Applicant and Owner. Brian Dufresne **seconded** the motion. Chairman Kelly recused herself. *All others were in favor; the motion passed.*

- d. Application #16-47: Request to amend the Section 3.5.C.4 Other Uses of the Zoning Regulations to permit as a Special Permit retail sales and small engine repair in the Industrial Zone District. The Planning and Zoning Commission is the Applicant.

Mr. Popper submitted the application. Michael Cannata made a **motion** to re-open the public hearing for Application #16-47. Richard Waters **seconded**. *All were in favor; the motion passed.*

Mr. Popper reviewed his memo and stated that the town is currently allowing for a contractor yard, but if the business owner wanted to sell top soil or stone, the business owner could not under current regulations. A discussion occurred in regards to various examples of retail operations that could not be allowed under current regulations.

The motion today, according to Mr. Popper, is to permit retail sales and small engine repair only as an accessory use to an existing permitted use in the Industrial Zone District. Both would require a special permit and would be allowed if attached to an existing permitted use, appropriate, and it would not cause undue traffic.

A discussion occurred about what a permitted use would be. Chris Camberari asked if such operations were occurring now, would they be non-conforming and Mr. Popper responded that they would.



Paul Cordone asked about how the process would work. Mr. Popper explained that a new business owner would have the ability to roll this permit in with an application for a new business. Current business owners would need to get the Special Permit.

A discussion occurred about possible reasons why this type of activity was not allowed when the regulation was created.

No other questions or comments.

Michael Cannata made a **motion** to close the public hearing. Richard Waters **seconded** the motion. *All were in favor; the motion passed.*

Michael Cannata made a **motion** to amend section 3.5.c.4 to include "Permit retail sales only as an accessory use to a permitted use in the Industrial Zone District." Also, "Small engine repair only as an accessory use to a permitted use in the Industrial Zone District." Richard Waters **seconded** the motion. No discussion. *All were in favor; the motion passed.*

#### 10. Commissioner's Comments

Stuart Popper, responding to Michael Cannata's question about the dam frontage of the proposed lot at 55 Nooks Hill Road, explained that it would be nearly impossible to sell the land because the dam is located there. It would be very difficult to develop the easements to maintain the dam.

#### 11. Adjourn

Michael Cannata **moved** to adjourn the meeting at 8:27 pm, Brian Dufresne **seconded** the motion. *All were in favor; the motion passed.*

Respectfully Submitted,



Abby Marchinkoski  
Recording Clerk

04-12-17P12:46 RCVD

RECEIVED FOR FILING  
4-12-2017 at 12:46 PM  
TOWN CLERK'S OFFICE  
CROMWELL, CONN.

*Debra L. Popper*  
TOWN CLERK

**TOWN OF CROMWELL  
REDEVELOPMENT AGENCY  
REGULAR MEETING  
6:30 PM WEDNESDAY MARCH 15, 2017  
ROOM 222 CROMWELL TOWN HALL 41 WEST STREET  
MINUTES AND RECORD OF VOTES**

**Present:** Chairman Joe Fazekas, Jennifer Donohue, Ann Halibozek, Richard Nobile and Paul Warena.

**Absent:**

**Also Present:** Town Council Liaison Tom Tokarz and Director of Planning and Development Stuart Popper.

**1. Call to Order**

The meeting was called to order by Chairman Fazekas at 6:30 pm.

**2. Roll Call**

The presence of the above members was noted.

**3. Approval of Agenda**

A motion was made by Ann Halibozek to approve the agenda. Richard Nobile seconded the motion. *All were in favor; the motion passed.*

**4. Public Comments**

Mr. Tokarz asked how many members are there on the Agency board. Ann Halibozek said seven. Mr. Tokarz said that the Redevelopment Agency was missing two Democratic members at this time and he would bring that to the attention of the Town Council.

**5. New Business:**

**a. Discussion of 60 and 61 River Road**

Mr. Popper explained that the Memorandum of Understanding (MOU) between the Town of Cromwell and Joseph Vallone Architects & Development Studio, L.L.C. (the selected developer) has been finalized by the Town Attorney. Mr. Popper said he hopes to have the MOU signed by the beginning of next week.

The Agency members and Mr. Popper discussed 60 and 61 River Road and the various future development scenarios for both parcels.

6. **Approval of Minutes**  
a. January 18, 2017

Ann Halibozek made a **motion** to approve the meeting minutes for January 18, 2017. Paul Warena **seconded** the motion. *All were in favor; the motion passed.*

7. **Commissioner's Comments:**

The Agency members and Mr. Popper discussed the status of the plans for the new road from Main Street to River Road. The Agency members and Mr. Popper discussed various projects in town including the Kmart Shopping Center, development on County Line Drive and 25 Shunpike Road.

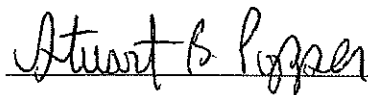
Mr. Popper explained that BSC Group of Glastonbury, Connecticut has been selected as the engineering firm for the Cromwell Landing Park project. He said he hoped to have a contract signed and work underway in April.

8. **Adjourn**

Ann Halibozek made a **motion** to adjourn the meeting. Paul Warena **seconded** the motion. *All were in favor; the motion passed.*

The meeting was **adjourned** at 7:19 pm.

Respectfully Submitted,



Stuart B. Popper Director of Planning and Development  
Acting Recording Clerk

**Town of Cromwell  
Economic Development Commission**

Regular Meeting  
6:30pm Thursday, March 16, 2017  
Room 224/5, Cromwell Town Hall

RECEIVED FOR FILING  
4-13 2017 at 9:25 M.  
TOWN CLERK'S OFFICE  
CROMWELL, CONN.

  
TOWN CLERK

Minutes and Record of Votes

**Present:** Chairman Dick Nobile, Stanley Stachura, Robert Jahn, Jay Polke and Joseph Fazekas.

**Also Present:** Stuart Popper, Director of Planning and Development, Al Waters, Town Council Liaison

**1. Call to Order**

The meeting was called to order by Chairman Nobile at 6:40 pm.

**2. Roll Call/Seating of Alternates**

The presence of the above members was noted.

**3. Approval of the Agenda**

A **motion** was made by Robert Jahn and **seconded** by Stan Stachura to amend the agenda by adding the request of Advanced Auto Parts for consideration of for an economic incentive. *All were in favor; the motion passed.*

**4. Public Comments: None.**

**5. New Business:**

- a. Request by Advanced Auto Parts for an Economic Incentive.

Mr. Popper and the Commission members discussed the current Economic Development Incentive Guidelines. They discussed the geographic restrictions limiting where incentives can be granted and the nature of the incentive for each of the existing six geographic areas. The Commission members also discussed the types of businesses that can apply for incentives. After extensive discussions the Commission made the following motions:

A **motion** was made by Joseph Fazekas and **seconded** by Jay Polke to amend the economic incentive guidelines to add the Route 372 as designated geographic area number seven (#7) with the same benefits allocated to the Downtown Area: lower Main Street (south of West Street) and areas east. *All were in favor; the motion passed.*

A motion was made by Joseph Fazekas and seconded by Jay Polke to amend the economic incentive guidelines to include the following business uses under #7 Route 372: Retail, Offices and Medical Offices as qualifying uses for incentives on Route 372. *All were in favor; the motion passed.*

#### **6. Director of Planning and Development's report**

Mr. Popper summarized his report dated March 1, 2017.

#### **Economic Development**

- T Mobile will be opening a new store in the former Radio Shack store in the Kmart Shopping Center.
- Two Men and a Truck have submitted an application for an Inland Wetlands Permit for a new building on County Line Drive next to Brother's Auto Body.
- I continue to work with the Town Manager, Town Attorney and the Developer on the MOU for 60 and 61 River Road.

#### **Cromwell Landing Park Improvements**

- A firm has been selected to design the improvements to the park.

#### **Historic Cromwell Signs**

- The CT DOT has approved the permits for the installation of the new Historic Cromwell signs on Berlin Road and West Street.

#### **New Regulations to allow Breweries, Brew Pubs, Distilleries and Wineries**

- I researched and prepared new zoning regulations to permit the Manufacture of Alcoholic Beverages in the Industrial Zone District.
- In addition I prepared new regulations to allow for retails sales and small engine repair in the Industrial Zone District.
- The Planning and Zoning Commission opened the public hearing on the new regulations on February 21, 2017 and continued it to the March 7, 2017 meeting.

#### **Planning and Zoning Commission**

At the February 21, 2017 meeting the Planning and Zoning Commission took the following actions:

- Voted to issue a positive report on the Section 8-24 Mandatory Referral for the Sale of Town Owned Land at 35 Nooks Hill Road.
- Voted to issue a positive report on the Section 8-24 Mandatory Referral for the Sale of Town Owned Land (a portion of) at 55 Nooks Hill Road.
- Voted to approve with conditions Application #17-01: Use Permit for Travelers Championship Golf Tournament at 100 Golf Club Road. Greater Hartford Community Foundation Inc. is the Applicant; Tournament Players Club of Connecticut Inc. is the Owner.

**7. Old Business**

**a. Northern Tier STEAP Grant**

Mr. Popper said we submitted but did not receive a STEAP grant in 2016. We are going to move forward with plans to submit the 2017 STEAP Grant application for the improvements at the intersection at County Line Drive and Route 3.

**8. Communications: (see attached P & Z minutes, Redevelopment Agency Minutes)**

**9. Chairman's Comments/Commissioners' Comments**

**10. Approval of Minutes**

**a. January 19, 2017**

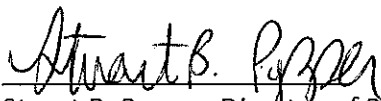
A **motion** was made by Stanley Stachura and **seconded** by Jay Polke to approve the minutes of January 19, 2017; *All else were in favor; the motion passed.*

**11. Good and Welfare**

**12. Adjourn**

A **motion** was made by Robert Jahn and **seconded** by Stanley Stachura to adjourn at 7:32pm. *All were in favor; the motion passed.*

Respectfully Submitted,

A handwritten signature in cursive script, appearing to read "Stuart B. Popper".

Stuart B. Popper Director of Planning & Development  
Temporary Recording Clerk