



**THE CITY OF GROTON
PLANNING AND ZONING COMMISSION
MEETING MINUTES OF
Tuesday, October 15, 2019**

LOCATION: Municipal Building: Council Chambers

I. ROLL CALL & ESTABLISH QUORUM

Call to Order: 6:30PM

Present: P. Kunkemoeller,
D. Rose,
G. Keeler,
A. Bumgardener,
S. Bergeron,
I. Streeter,
J. Streeter,

Absent: None

Staff: Dennis Goderre City Planner

II. APPROVAL OF MINUTES

a. Minutes of the Tuesday, August 20, 2019

Motion: Motion to approve the meeting minutes of:
August 20, 2019; **Approve with modification**

Motion by: D. Rose,

Second: S. Bergeron,

Decision: 7-0 Approved 6-0-1; Keeler abstained

III. APPROVAL OF 2020 MEETING SCHEDULE

Motion: Motion to approve the 2020 meeting schedule

Motion by: D. Rose,

Second: J. Streeter,

Decision: 7-0 Approved

IV. PUBLIC HEARING CONTINUATION: 250 Brandegee Avenue

D. Goderre gave a brief overview of the staff review process.

J. Banks gave an overview of the site plan and an overview of staff comments.

D. Sullivan provided an overview of how parking calculations were determined, traffic/vehicle circulation and turning movements as well as improvements along Brandegee Avenue.

A Bumgardener asked about bike facilities; J. Banks noted wide shoulders and bike parking area is provided on plan.

S. Bergeron asked about use of crossing guards in cross walks and how they affect traffic flow.

D. Sullivan noted that the stop controls would still want to be present and allow the guard to wave multiple cars through.

D. Rose asked about the use of the school for voting and suggested to ensure enough parking is provided to accommodate voters.

Discussion ensued around the need to construct the extra parking now or later.

A number of comments and questions focused upon possible backups at the stop control intersections.

D. Goderre provided an overview for why the Commission may want to suggest more landscaping.

There was no public comment.

Motion to close the public hearing

Motion by: D. Rose

Second: A.Bumgardener

No discussion

7-0-0 to close hearing

V. Deliberations: 250 Brandegee Avenue

- A. Motion to approve Site Plan Application #474 & Special Permit #464 for the following sections of the City of Groton Zoning Regulations: 3.2.D.7 Public and private school; with plans dated September 12, 2019, as amended. The Commission finds the following: The proposed use has addressed the criteria of 9.4.E (Special Permit) Decision Criteria. Furthermore, the Site Plans shall be modified based upon the following conditions of approval:

Pre-Building Permit

The following shall be addressed prior to final plan approval by the Planning and Zoning Commission Chairman, which is required in order to file for a building permit:

1. All plans shall be revised to address the staff comments noted herein.

2. Provide a copy of Stormwater Pollution Control Plan (SWPCP), if required by CT DEEP policies, to City Planning Department prior to start of construction. (SWPCP to be submitted to CTDEEP with General Permit application)
3. Provide a schedule and requirements of inspections and maintenance of all stormwater management measures, best management practices and low impact development measures to an appropriate level of detail to ensure the measures function as intended. (See later conditions which address possible necessary changes to address proprietary bidding requirements, if applicable.)
4. Plans shall be revised to note the area in the southern portion of the parking area to be designated as future parking expansion area and plans shall depict the number of spaces that can be accommodated.
5. The three areas designated as future parking expansion area at the south end of the parking area shall be improved as paved parking if at any time the City Planner determines that parking on-site is not adequate to meet the parking generated.
6. All stormwater devices shall be engineered and installed to the correct specifications to accommodate the possible future parking expansion area.
7. Final bus shelter location to be approved by the City Planner, Police Chief and bus company and plans revised as necessary.
8. Sheet C-103 shall be revised to depict the stripe parking areas along the parent drop off location.
9. Applicant shall provide an executed agreement with Pfizer denoting adequate temporary staff parking will be provided off-site during construction.
10. Phase 2A and 2B temporary sedimentation trap location and sizing shall be determined prior to final plan approval.
11. Address all outstanding comments from Groton Utilities.
12. Coordinate with staff to address/modify screening at service area and overall landscaping in moderation.

During Construction and Prior to Receipt of Certificate of Occupancy

The following are on-going and close out inspection items required under these conditions and prior to the City Planner signing the building permit request. Failure to perform any of these items may constitute a violation and may be subject to enforcement action, including shutting down all work until remedied or a delay in the issuance of a building permit:

13. Segmental retaining walls three feet and over shall be designed by a Connecticut Licensed Professional Engineer or Connecticut Licensed Architect and submitted to the building official for approval prior to construction.
14. Any field modifications that require a change to the approved plans shall be brought to the attention of the City Planner for approval prior to executing work. Failure to do so will constitute a violation and could result in a Certificate of Occupancy not being issued.
15. Applicant shall provide monthly written status reports to the City Planner and Building Official summarizing progress of construction including, schedule status, work completed during the prior week, work scheduled for the upcoming two weeks, and other

information as may be deemed applicable by the City Planner based upon overall sequence and events. Reports shall be transmitted via email in PDF format.

16. Erosion controls shall be installed and inspected by the City Planning Department prior to the start of construction. A Connecticut licensed PE shall inspect all measures and issue a letter to the City Planner, signed and sealed, attesting to their installation in conformance with the approved plans.
17. All erosion controls shall be inspected after a 1/2" rainfall event and report issued to the City Planner.
18. Applicant shall not store materials or equipment in any offsite areas that are not authorized for storage.
19. All plant material must be guaranteed for one year from planting.
20. Provide submittal specifications of selected mechanical stormwater systems. If different than approved plan, provide a letter from PE that the selected device is comparable. Provide a maintenance and inspection schedule.
21. There shall be no storage of materials or equipment within the drip line of any tree which will remain or new installed landscaping.
22. All improvements within a City right-of-way shall conform to the standard specifications of the City of Groton Department of Public Works. Notify the Department of Public Works prior to commencement of work.
23. Provide foundation as-built plans for all building improvements prior to erecting vertical wall structures. Such plans shall be drawn to A-2 and T-2 level of accuracy, depict the location and elevation of structures, and contain a comparison with the approved plans and signed and sealed by a Connecticut Licensed land surveyor.
24. Provide pre-blast survey prior to commencement of blasting operations for structures and potable water wells (if any) that are not on Applicant's property but are within 500 feet of proposed blast locations. Obtain review and approval of City of Groton Fire Marshal prior to start of blasting.
25. Blasting schedules and hours shall be provided to the City Planning Department, and Fire Marshal no later than three days prior to first anticipated blast and subsequent days which may be different than the first.
26. Construction hours shall be limited to 7:00 AM to 5:30 PM Monday through Friday, 8 AM to 5:30 PM Saturday. Work may occur within the interior of the building only on Sundays 8AM to 5:30PM. No deliveries shall occur on Sundays.
27. No crushing of any rock or debris shall take place outside of the time window of Monday through Friday 7:30AM to 5:00PM.
28. Work may occur outside of the above noted times only with 48 hours written notice to the City Planner and with the City Planner's approval.
29. All oversize deliveries shall be coordinated with deliveries that will take place for the construction of the South Yard Assembly Building at EB. The applicant shall make all good faith effort to contact EB's general contractor/construction manager. A contact will be provided by the City Planner.
30. Soil and material stockpiles shall be limited to 35' maximum height.

31. Applicant shall provide police protection and/or traffic flagman for work within a City right-of-way in accordance with applicable street opening permits, including the loading and off-loading of construction equipment.
32. Provide a certificate, signed and sealed by the engineer of record, attesting to the installation of all stormwater management measures, inclusive of outfalls.
33. Provide Post-Construction Record Map(s) (As-Built) of completed site and offsite improvements, including but not limited to buildings, structures, walls, electric utilities, water utilities, sanitary sewer utilities, stormwater management piping and structures. Each responsible design professional shall attest to the general accuracy depicting the locations and materials.
34. Provide post-construction stormwater system inspection and maintenance reports, conducted by a Connecticut licensed PE, to the City Planning Department annually or at end of construction and at a point where said improvements can be inspected prior to backfill.

Following Certificate of Occupancy; Ongoing Responsibility of Owner

Failure to comply with the following on an ongoing basis constitutes a violation and subject to enforcement action.

35. All outdoor poles mounted lights shall be turned off by 11:30 PM.
36. Annually, provide inspection and maintenance reports for all stormwater measures, BMPS and LID features provided on site and as required by the manufacturer or recommended by the design engineer. Reports and document actions shall provide to the City Planner.

Motion by: D. Rose,
Second: A. Bumgardener,
Decision: 6-0-1 to Approve: G. Keeler abstained

VI. OLD BUSINESS

None

VII. NEW BUSINESS

None

VIII. INFORMAL DISCUSSION: FLOATING ZONE

Harry Heller introduced himself and gave an overview of a floating zone. Discussion and questions followed to understand the overall mechanism, benefits and possible challenges.

IX. REPORT OF COMMISSION

None

X. PUBLIC COMMUNICATIONS

None

XI. CERTIFIED LOCAL GOVERNMENT (CLG) APPLICATION: COMMISSION LEAD LOCAL AGENCY

D. Goderre provided an over of CLG and possible Commission involvement.

XII. 8-24 REFERRAL: POQUONNOCK ROAD PAVING PROJECT

Motion to support the Poquonnock Road Paving Project

Motion by: S. Bergeron

Second by: G. Keeler

No discussion

7-0 to approve

XIII. REPORT OF STAFF

D. Goderre provided an update on various projects including:

A possible to text amendment for Contractor Businesses in the GC Zone that may be requested by Advanced Improvements located at 36 North Street;

Update on EB progress and a possible request to modify work time windows to allow drilling for blasting.

IX. ADJOURNMENT

Time: 8:47PM