

Received for record at Colchester, Conn.  
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**COLCHESTER PLANNING AND ZONING COMMISSION**  
**REGULAR MEETING MINUTES**  
**WEDNESDAY, OCTOBER 19, 2011**  
**TOWN HALL, 127 NORWICH AVENUE, COLCHESTER, CT**  
**Room 1**  
**7:00 P.M.**

**MEMBERS PRESENT:** Chairman Joseph Mathieu; Tom Kane, Vice Chairman; John Rosenthal and Dave Gesiak;  
Alternates: James Miller and John Novak;

**MEMBERS ABSENT:** Mark Noniewicz, Stacy Brown and Linda Hodge

**STAFF PRESENT:** Adam Turner, Planning Director; Craig Grimord, Assistant Planner/Zoning Enforcement Officer; Gail Therian, Clerk;

1. **CALL TO ORDER** – Chairman Mathieu called the meeting to order at 7:02 p.m.
2. **Roll Call**

Chairman Mathieu asked the clerk to note those in attendance. J. Miller and J. Novak were seated as voting members.

3. **Additions to Agenda** –

A. Turner asked that under #7 – “New Business & Applications Received” – Item C.- 2012 Meeting Schedule for Planning and Zoning Commission.

Chairman Mathieu called for a motion to add to the agenda under #7 New Business and Applications Received - “Item C” 2012 Meeting Schedule for Planning and Zoning Commission.

**So moved by J. Rosenthal, by T. Kane Motion carried unanimously.**

4. **Minutes of Previous Meeting - Regular Meeting – October 5, 2011**

J. Miller asked that on page 5, under Item 13 that the second line read: “Chairman Mathieu explained that an Alternation may participate in the Public Hearings, ask questions **and make comments.**”

Chairman Mathieu said that Item A on Page 2, the third sentence should read: “He **recommended that the Commission approve . . .**” He also said that the first motion under Item A, page 2 should read: “and the Commission further adopts the **findings related to the Special Exception Evaluations Criteria Section 11.5.1 – 11.5.7 . . .**”

**Motion by J. Novak, seconded by T. Kane to approve the minutes of the October 5, 2011 as amended in the discussions. Motion carried unanimously.**

5. **Public Hearings** – None
6. **Preliminary Reviews**

**A. Proposed Site Plan Modification – 164 Linwood Avenue- Dunkin Donuts, Assessor Map 11-00, Lot 030**

A. Turner told the Commission that this was a Preliminary Review for Site Plan Modification for the Dunkin Donuts at 164 Linwood Avenue.

Atty. Ron Goldstein, representing the applicant, said that this site modification pertained to the traffic island in front of the Dunkin Donuts.

Mike Tarbell, Tarbell and Heinz, gave an overview of the elimination of the traffic island, the proposed new entrance and exits, and the widening of Route 16 in the area. Discussion followed.

Scott Heska, F.A. Heska & Associates, Traffic Engineer, explained the proposed impacts in traffic with this new entrance and exit configuration. Discussion followed.

7. **New Business & Applications Received**

**A. SE#11-010 Application of Patricia Radocchia Applicant/Owner; Special Exception application per Section 11.15 for Accessory Apartment at 239 South Main Street, Map #12-00, Lot #02-000, R30-A Zone. (Public Hearing Scheduled for 11/16/11)**

- B. **SE#11-011 Application of Arlene Roberts Applicant/Owner**; Special Exception application per Section 11.15 for Accessory Apartment at 124 Elm Street, Map #28-00, Lot 035-000, R30 Zone. **(Public Hearing Scheduled for 11/16/11)**

Chairman Mathieu noted that the above two (2) applications were for Receipt only and the Public Hearings are scheduled for November 16, 2011.

C. **2012 Meeting Schedule for Planning and Zoning Commission.**

Chairman Mathieu asked for a vote to accept the 2012 Meeting Schedule for the Planning and Zoning Commission as presented.

So moved by D. Gesiak, seconded by J. Rosenthal **Motion carried unanimously.**

8. **Five Minute Session for the Public** – No one spoke

9. **Pending Applications** -

- A. **SE-MOD#11-015-Site Plan Modification for 315 Colchester Realty** at 315 Old Hartford Road. The initial application was approved under SE#09-008 and plan titled "Proposed Automotive Dealership" 315 Old Hartford Road, Colchester CT, prepared for 315 Colchester Realty, LLC by Provost & Rovero, Inc., 13 sheets dated 6/11/09 and revised thru 9/18/09, approved by the Commission on 10/07/09. The site is located at the NW corner of the intersection of Old Hartford Road and Upton Road, map #09-00, Lot#012 & 012-1, General Commercial/Business Zones. **(Received on 10/5/2011, Decision Required by 12/7/2011)**

C. Grimord told the Commission that this application was for a site modification for the phasing of the approved site plan. The applicant would like to phase the project because of the construction work necessary to repair damages caused to the canopy during the winter storms at the Toyota of Colchester site. They will need to have this site available for car repairs and storage during construction.

David Held, Provost and Rovero, representing the applicant, presented the plans and explained the phasing of the construction on this site. Phase 1 would consist of the interior building renovations, side walk installation along the entire frontage, installation of some lighting and some landscaping approved on the original site plan. He also explained the drainage system to be installed in Phase 1. He said that Phase 2 would consist of the completion of the drainage system, lighting, and landscaping. He showed the limits of the proposed pavement and the gravel area that will be used for the car carrier truck for the unloading of cars. Discussion followed regarding the use of the renovated building, parking, the gravel area for car carrier truck maneuvering, and the proposed landscaping. The Commission expressed concerns about the time line for the completion of Phase 2. The Commission members also wanted to see more landscaping with this Phase.

**Motion** by J. Rosenthal, seconded by D. Gesiak to postpone action on SE-MOD #11-015 Site Plan Modification for 315 Colchester Realty. **Motion carried unanimously.**

10. **Old Business** – None

11. **Planning Issues & Discussions**

A. Turner told the Commission that the copies of the Draft Zoning Regulations handed out this evening were updated and formatted. He also said that the revisions to this draft of Regulations were attached on the yellow sheets and future revisions will be printed on different color paper. He also handed out a table with the Zoning Districts and explained its function. He said that the November 2, 2011 meeting will be a workshop to discuss this Draft of the Zoning Regulations.

C. Grimord told the Commissioners that the formatting of these Draft Regulations was not the final formatting and was to be used only as a guide locating sections during discussions. He also said that the hope is to have one meeting a month as a workshop for reviewing the Draft Zoning Regulations.

12. **Zoning Enforcement Officer's Report** - September 2011 report

C. Grimord updated the Commission on the progress of the enforcement of the temporary sign regulations. Discussion followed.

13. **Correspondence** – None

14. **Adjournment**

**Motion** by J. Novak, seconded by D. Gesiak to adjourn at 8:22 p.m. **Motion carried unanimously.**

Gail N. Therian, Clerk