

**TOWN OF POMFRET
PLANNING AND ZONING COMMISSION
PUBLIC HEARING/MEETING MINUTES
WEDNESDAY, JULY 31, 2019 AT 7:00 PM
OLD TOWN HOUSE**

Meeting was opened by Vice Chairman Phil Allegretti at 7:00 pm. P. Allegretti moved to seat P. Mann for W. Hinchman. R. DiBonaventura so moved. It was seconded by R. Wishart and approved.

I. Public Hearing –

A. First Congregational Church, corner of Grosvenor Road and Pomfret Street, special permit application for proposed parking expansion. Bruce Woodis of KWP, and Brian Bourque and Shawn Sullivan of the First Congregational Church were present for the hearing. Bruce submitted a new plan. They are going to put in a line of sugar maples with no changes to the parking lot. There is a minor change to the drainage plan. (Possibility of a couple of granite monuments – sort of like hitching posts). They submitted a new waiver request. They are still unsure about the LED wattage that needs to be used. P. Mann asked if they would be like Pomfret School's lights. R. DiBonaventura felt that type of light would be way too much for the parking lot...how do we approve something with a variable. Jamie said he will address this item later. R. Wishart recommended that they call the CT Green Bank, who will come out and do an audit for them for free. B. Bullied, Facilities Maintenance director of Pomfret School asked whether the speed bump on Church Road was new or existing. B. Woodis said it was on the original plan. She asked if there will be access to Church Rd. during the construction. B. Woodis and B. Bourque both said yes, there will be access. P. Allegretti asked if the landscape plan was accurate. B. Woodis said there will be no boxwoods nor hydrangeas. Jamie mentioned that a cherry tree is not good in an island and that a maple would be much better (something small will interfere with at least two parking spaces). Jamie then read his draft approval letter for this application. He said that the applicant submitted a site plan consistent with the regulations and the commission needs to address and approve the waivers. The draft motion contained nine conditions of approval. On the landscaping plans, the boxwoods are not part of the plan now and the hydrangeas are unsuitable for planting, too. He recommends that they use an upright maple, which is very columnar in nature. Green mountain maples are readily available. He feels very comfortable to make the decision to approve the type of lighting to be used. P. Mann stated that neighbors and abutters have already had the chance to speak. B. Woodis asked that is they took the most conservative route and had to come back at a later date with modifications, what would be the fees. After discussion, both S. Sullivan and B. Bourque said they could use the same lights as Pomfret School because their lights are for security, not show. B. Woodis mentioned that we all know the difference between modern, contemporary, etc. P. Allegretti then said we have a couple of options regarding this application; we can either continue the public hearing or delegate to staff the approval of the lighting. R. DiBonaventura said he felt comfortable delegating this to Jamie. B. Champany, R. Wishart, and P. Mann all agreed with Rich. P. Mann then moved to close the public hearing. B. Champany seconded and it was approved.

II. Special Meeting

A. Discussion and possible decision regarding the above-mentioned public hearing

P. Allegretti mentioned the commission would start with the waiver requests. The following is the list of the requests made: Section 13.1, 13.3, 13.5c, 13.5e, 14.4.2 c, 14.4.2d, 14.4.2k, 14.4.2l, 14.4.2o, 14.4.2y, 14.6.7, 14.6.8, 15.13, 16.2.1, 16.2.2 and 16.3 a-d. He then asked if anyone had any questions regarding the waivers other than landscaping. R. DiBonaventura made a motion to grant all the waivers requested. P. Mann seconded the motion and it was approved. P. Mann then made a motion to move to discuss application and receive recommendations from staff. It was stated that although there is nothing right now on the plan for lighting fixtures, they have decided to use fixtures similar to those at Pomfret School (historic lantern type) per Jamie. P. Allegretti said that this was a very difficult application and that although the applicant did a fair job, they could've done better. P. Mann made a motion to approve the application with staff's nine recommended conditions of approval, as follows: (1) A preconstruction meeting should be held with Commission/town staff (Planner, Engineer, ZEO, Building Official) and with contractor prior to any construction, grading and/or excavation activity associated with the construction of the parking lot; (2) The landscaped materials table shall be revised to comply with site plan depictions and plant type(s). Two shade trees shall be installed in the landscape island in place of the hydrangeas (i.e.; red maple variety/columnar); (3) The existing landscaped island located in the northeast corner of the expanded parking lot shall be modified to clearly incorporate the two adjacent spaces. The remaining three spaces shall be modified to accommodate the new curvature of the driveway/former roadway; (4) Shop drawings for proposed lighting including lumens plans shall be submitted to Planning and Zoning Commission staff and reviewed to determine compliance with Commission approval prior to installation. The lighting shall match the lighting used on Pomfret School Property (historic lantern type); (5) Surety in the amount of \$2,000 (irrevocable letter of credit, performance/insurance bond and/or cash) shall be posted with the Town of Pomfret prior to any construction/deconstruction, grading and/or excavation activity at the site. In addition to the \$2,000 surety, \$1,000 in cash (bank check) shall be given to the Town of Pomfret and held as an emergency contingency fund. The type of the final surety shall be reviewed and approved by the Planning and Zoning Commission's legal counsel; (6) The applicant shall submit \$500 to the Town of Pomfret to be used as a deposit for site inspections associated with the site. However, the final dollar amount necessary to complete the inspection is subject to the actual time required to insure compliance with the approved site plan. Consequently, all costs associated with the review and inspection of the project with regards to compliance with the Planning and Zoning Commission's approved site plan is necessary to receive a Certificate of Zoning Compliance which is required to receive a Final Certificate of Occupancy shall be the responsibility of the applicant; (7) Minor field adjustments to grading and/or landscaping may be made based on field conditions upon written request to the Commission and approval from the Town Planner, who has been given the authority on behalf of the Town's Planning and Zoning Commission to act on their behalf. The Town Planner cannot approve any change that

jeopardizes the integrity of the original design (approved plans); (8). Final as-built should be submitted to the Town to determine compliance with the approved plans. As-built shall include final grades, curbing, landscaping, buildings, signage, utilities (depth, size, location, type) and drainage. As-built may include additional information deemed necessary by town staff to determine compliance with approvals; and, (9) That all costs associated with the review and processing of the application shall be paid in full by the applicant prior to the signing of mylars and filing of a special permit. R. Wishart seconded the motion and it was approved unanimously.

III.. Adjournment – B. Champany made a motion to adjourn. R. Wishart seconded. The meeting adjourned at 7:48 pm.

Respectfully submitted,

Lynn L. Krajewski, Clerk

Date approved:_____