

**COMMISSION ON THE CITY PLAN
TUESDAY, APRIL 21, 2020, 7:00 PM
Virtual/Remote Meeting
NORWICH, CT
REGULAR MEETING**

Assistant City Planner Daniel Daniska read information pertaining to virtual meetings and clearly stated that the meeting, including video, will be recorded.

A. CALL TO ORDER: Chair Manfredi called the meeting to order at 7:05 PM.

B. ROLL CALL AND SEATING OF ALTERNATES:

Present: Chairman Frank Manfredi, Swarnjit Singh Bhatia, Jason Courter, Michael Lahan and Kathy Warzecha

Absent: Vice Chairman Les King

Swarnjit Singh Bhatia and Jason Courter were seated as voting members.

Others Present: City Planner Deanna Rhodes, Assistant City Planner Dan Daniska and Recording Secretary Melinda Wilson

C. APPROVAL OF MINUTES: February 18, 2020 Meeting Minutes

On a motion by Jason Courter, seconded by Kathy Warzecha, the meeting minutes of the February 18, 2020 Commission on the City Plan (CCP) minutes were approved as presented.

D. COMMUNICATIONS:

a) Town of Montville – Zoning Text Amendment Referrals

City Planner Deanna Rhodes reported on a communication from the Town of Montville. They have two zoning text amendments that will have a public hearing on 4/28/20. She has read the amendments and determined there is no inter-municipal impact. The first has to do with workforce housing to accommodate sustaining seasonal businesses. The second amendment would change regulations on multi-family setbacks. Ms. Rhodes did note that their letter differs from the actual proposal, so either the letter or the proposal is incorrect. She will inform the town of this discrepancy. On a motion by Michael Lahan, seconded by Kathy Warzecha, the CCP unanimously voted that the two Town of Montville amendments will have no noticeable impact on City of Norwich. Ms. Rhodes will communicate this to the Town of Montville.

E. NEW BUSINESS:

a) PUBLIC HEARING(S) AND POTENTIAL ACTION ON THE FOLLOWING APPLICATION(S):

1. SP #20-01: 10 Connecticut Avenue. – Request for Special Permit for a proposed 53,880 sq. ft. building addition and related site improvements including 64 proposed parking spaces, and 200 deferred parking spaces for future installation. Application of Nordson EFD LLC. Property of Nordson EFD LLC (aka Plas-Pak Industries Inc.). Assessor's Map 50, Block 1, Lot 51. Zone BP.

On a motion by Michael Lahan, seconded by Swarnjit Singh Bhatia, the CCP unanimously opened the public hearing at 7:20 PM.

Mr. Daniska shared comments regarding the project and his memo on the application.

Bob Russo of CLA Engineers represented the applicants. A site map was displayed which indicated Connecticut Avenue, the Yantic River, the existing building and parking, and the proposed building and parking additions. He presented information on the flood plain impacts. One area of pavement will be removed and replaced with crushed stone and vegetation along the river. Flood plain and flood way areas were clearly delineated on the map and explained. A basin will be created for compensatory storage and rainwater from the building roof. An Erosion and Sedimentation Control bond estimate of \$51,000 has been sent to the city, which has been reviewed and agreed to by the City Engineer.

Tom Cummings of CLA Engineers spoke to the site plan. He spoke to the pavement addition on the north side of the site and the removal of pavement along the southern side. The building addition will have steel siding. Parking requirements by the city would be 394 spaces. Since Nordson has 150 employees present during the largest shift, there would be 200 unused parking spaces. His clients requested a waiver with the stipulation that should a change in use occur and parking became necessary, Nordson EFD LLC will provide the parking spaces.

Ms. Rhodes noted that the application was approved at the March 5, 2020 Inland Wetlands & Watercourses Commission meeting, that the E&S Bond of \$51,000 was agreed to by the City Engineer. Ms. Rhodes read the list of 26 exhibits into the public record. Ms. Rhodes also mentioned that the applicant sent the plans to the state archeologist, and reminded the Chair of the Commission that after closing the public hearing, the deferred parking decision must be made before the application can be decided upon. Ms. Rhodes noted that #13 on Dan Daniska's memo contains ten conditions regarding approval. Ms. Rhodes then suggested the meeting be opened up to commission members for questions and then allow for public comment.

Mr. Courter inquired about a gas line on the site map. It was confirmed that the gas line has since been relocated.

Frank Manfredi then opened up the meeting to public comment.

There were no comments from the public in favor or against the application.

On a motion by Kathy Warzecha, seconded by Michael Lahan, the CCP unanimously closed the public hearing at 7:46 PM.

On a motion by Kathy Warzecha seconded by Michael Lahan, the CCP unanimously approved the waiver request for the deferral of Parking Spaces Installation.

Michael Lahan made a motion to approve with the following conditions:

1. That final revised plans be submitted and reviewed by City Staff.
2. That the site plan for the special permit will expire in 5 years unless an extension has been granted by the Commission.
3. That a bond, in the amount of \$51,000, which has been deemed satisfactory by the City Engineer, be submitted for Erosion and Sediment Control and Site Restoration.
4. That the City's required signature block and letter of approval (cover page preferred) be placed on the final revised plan set, and that all plan sheets include the stamped seal and signature of the licensed professional.

5. That 4 signed and embossed sealed paper copies and 2 mylars of the final revised set of plans be submitted to the Planning Department for endorsement by an officer of the Commission. The mylars must include the red indelible ink certification which includes the name of producer and process used.
6. That the endorsed mylar set shall be filed on the Land Records by the applicant.
7. That the certification of approval for the Special Permit use be filed with the City Clerk's office before becoming effective. This certification will be provided to the applicant by the City Planning Department post approval after the appeal period has ended.
8. That after the filing of the mylars, a zoning permit shall be issued prior to any activities commencing on the site. This may occur only after the posting of the erosion and sediment control bond in the form of a check or letter of credit, and the associated paperwork, to the Planning Department for review and approval by the City's Attorney.
9. That any modifications to the approved proposal shall be reviewed by the Zoning Enforcement Officer prior to occurring and may require additional review and approval by the Commission.
10. That all proposed improvements associated with this application are to be completed according to the approved plan prior to the issuance of the required Certificate of Zoning Compliance or a performance bond will be required in accordance with Sections 7.5.7.3 and 8.9 of the Zoning Regulations.
11. That the applicant send the plans to the Office of State Archeology for review and comment prior to the filing of the endorsed mylar set. Any response received shall be provided to the Planning Dept. to include as part of the record.

Swarnjit Singh Bhatia seconded. The motion carried unanimously.

2. SP #20-02: 20 & 20 Rear Prentice Lane. - Request for Special Permit to change from an existing non-conforming commercial horse riding/boarding stable use to a cattle farm with 10-15 head. Application of Stephen V. Mylly. Property of John Mylly. Assessor's Map 78, Block 1, Lots 39 & 39A. Zone ROS.

On a motion by Kathy Warzecha, seconded by Michael Lahan, the public hearing was opened at 7:52 PM.

Mr. Daniska noted that the new proposed use is allowed and staff feel that it is a less intense use than the non-conformity that previously existed on the property.

Stephen Mylly reviewed the site map of the 23 acre property. A barn on the property will either be salvaged or rebuilt on the same footprint. Barbed wire fence will be added. There is a natural buffer. The property is at the end of dead-end street. Previous lighting has been taken down. A manure management plan has been submitted.

Ms. Rhodes read the exhibit list. She does not feel it is necessary to file the site plan in the land records. A waiver has been requested. The use is less intensive and has less impact. Uncas Health District reviewed the manure management plan. She would ask that the applicants adhere to their own manure management plan as part of condition 10 from Mr. Daniska's memo dated March 12, 2020.

Ms. Rhodes read two letters previously submitted to the Planning and Neighborhood Services Department from residents at 11 Prentice Lane and 16 Prentice Lane in favor of the application.

Frank Manfredi then opened up the meeting to public comment.

There were no other comments in favor or against the application.

On a motion by Kathy Warzecha, seconded by Michael Lahan, the CCP unanimously closed the public hearing at 8:07 PM.

On a motion by Michael Lahan, seconded by Swarnjit Singh Bhatia, the CPP unanimously approved the waiver request for the site plan requirements and the filing of a mylar.

Michael Lahan made a motion to approve the application with the following conditions:

1. That final revised plans be submitted and reviewed by City Staff.
2. That the site plan for the special permit will expire in 5 years unless an extension has been granted by the Commission.
3. That the City's required signature block and letter of approval be placed on the final plan.
4. That 4 paper copies final plan be submitted to the Planning Department for endorsement by an officer of the Commission.
5. That the certification of approval for the Special Permit use be filed with the City Clerk's office before becoming effective. This certification will be provided to the applicant by the City Planning Department post approval after the appeal period has ended.
6. That a zoning permit shall be issued prior to any activities commencing on the site.
7. That any modifications to the approved proposal shall be reviewed by the Zoning Enforcement Officer prior to occurring and may require additional review and approval by the Commission.
8. That all proposed improvements associated with this application are to be completed according to the approved plan prior to the issuance of the required Certificate of Zoning Compliance or a performance bond will be required in accordance with Sections 7.5.7.3 and 8.9 of the Zoning Regulations.
9. That the applicant adhere to their Manure Management Plan.

The motion was seconded by Swarnjit Singh Bhatia. The CCP unanimously approved the application.

F. OLD BUSINESS: None

G. EXTENSION REQUESTS: None

H. BOND REDUCTION / RELEASE REQUESTS: None

I. OTHER BUSINESS: None

J. POCD PIC MEETING UPDATE + REMINDER: Ms. Rhodes reminded the members of the next POCD-PIC meeting, which will be held virtually on 5/13/2020.

K. STAFF REPORT: None

L. ADJOURNMENT: On a motion to adjourn by Michael Lahan, seconded by Kathy Warzecha, the CCP meeting unanimously adjourned at 8:12 PM.

Respectfully submitted,

Melinda Wilson

Recording Secretary