

COMMISSION ON THE CITY PLAN
Tuesday, February 21, 2023 - 7:00 P.M
Hybrid Meeting
23 Union Street – Lower Level Conference Room - NORWICH, CT

CALL TO ORDER: Chairman Frank Manfredi called the meeting to order at 7:00

PM. ROLL CALL AND SEATING OF ALTERNATES:

Present: Chairman Frank Manfredi, Ella Myles (Zoom), Michael Lahan (Zoom), and Kathy Warzecha.

Staff Present: City Planner Dan Daniska

APPROVAL OF MINUTES:

On a motion by Ella Myles, seconded by Kathy Warzecha, the December 13th, 2022 & January 17th, 2023 meeting minutes were unanimously approved.

OLD BUSINESS:

**CONTINUED PUBLIC HEARING AND POTENTIAL ACTION ON THE FOLLOWING APPLICATION:
SP#22-05:**

Withdrawn - Application: SP#22-05: 495 East Main Street. Request for a Special Permit to Change from a Non-Conforming Restaurant Use to Another Non-Conforming Use for a Hookah Lounge.

Application has been withdrawn.

NEW BUSINESS:

PUBLIC HEARING AND POTENTIAL ACTION ON THE FOLLOWING APPLICATION:

SUB #435: 217 Otrobando Avenue. Request for a two (2) lot re-subdivision of commercial property occupied by an existing retail farm/garden supply store and a self-storage rental facility. Property and application of Muller Real Estate LLC. Assessor's Map 66, Block 1, Lot 4. Zone BP.

A motion by Kathy Warzecha, seconded by Ella Myles, was made to open the public hearing and was unanimously approved. Public Hearing was then opened.

Brandon Handfield, Civil Engineer in Lebanon, CT was there to represent Steve Muller, the owner and applicant of Muller Real Estate LLC. He was there with Muller, Harlan Hyde, and Harlan Hyde Jr., who are the owners and operators of Hyde Home & Farm which are one of the uses on the property. The retail structure occupied by Hyde Home & Farm (formerly The Agway) is on the larger northern portion of the site. On the south side are 4 buildings that make up the Self Storage that is owned and managed by Mueller real estate. They proposed dividing the property into two parcels to separate the two businesses. Access, parking and loading will remain the same. All the buildings comply with Zoning. Handfield said there will be one 12ft

wide easement required between the two properties on lot 2 (Mueller) in favor of lot 1 (Hyde). The easement will help with drainage discharge from Hyde Home & Farm Building and drains into a storm water basin on the storage yard. Handfield also discussed comments given to them by the Norwich Zoning Officer. *For more information review PDF ZEO Comment Response Summary 02-08-2023.* Commissioners were in agreement with the comments shared.

A motion by Kathy Warzecha, seconded by Ella Myles, was made to close the public hearing and was unanimously approved. Public Hearing was then closed.

MOTION: To approve **SUB #435** with the following modifications:

- That the plan be updated to address all outstanding comments of municipal staff and NPU.
- That the City's Letter of Approval be placed on the plan set (cover page preferred).
- After review and City approval of the updated plans, Two (2) mylars and six (6) prints of the final plan set be submitted to the Planning Department for endorsement by the Chairman of the Commission on the City Plan. Mylars for the approved subdivision must be filed on the Norwich Land Records at the Office of the City Clerk within ninety (90) days of the official date of approval. The State of Connecticut Statute allows for a maximum of two (2) ninety (90) extensions that must be granted by the Commission. The mylars must include the red indelible ink certification, which includes the name of producer and process used.
- That certification by a licensed land surveyor for the installation of property boundary markers be submitted prior to the filing of the mylars.
- That all legal documents related to the 0.16 acre easement over Lot #2 in favor of Lot#1 be submitted to the City within 30 days of approval for review and comment by the City Attorney. The easement should include the bins located within the easement. The bins that are currently located within the city right-of-way must be moved. The legal documents must be filed at the time of filing of the final res-subdivision map.

Reason: Conforms to the City of Norwich Subdivision Regulations.

Made by: Kathy Warzecha Seconded by: Ella Myles

In Favor: Kathy Warzecha, Ella Myles, Frank Manfredi, Michael Lahan

Opposed: None

REFERRAL FROM THE NORWICH CITY COUNCIL:

An Ordinance Appropriating \$2,500,000 For Costs Of The Design And Construction Of A Lead Copper Service Line Replacement Program In The City Of Norwich, Authorizing The Issuance Of \$2,500,000 Revenue Bonds Of The City Secured Solely By Water Revenue To Meet Said Appropriation, And Authorizing The City And Department Of Public Utilities To Enter Into Grant And Loan Agreements And A Joint Resolution With The State Of Connecticut With Respect Thereto.

Chris LaRose and Larry Sullivan were available for questions on Zoom. Larry Sullivan explained that this is a requirement by the state to do this work. It's required by the DPH and phase one

should be completed by October 16th, 2024. NPU has to submit a plan to DPH to replace every lead or galvanized service in the city. There are 5,000 unknown services on the customer side of the system. This is initial phase one money that DPH brought forth to NPU to get a jump start on removing the first 100 services depending on the section of the city we go looking at. There are about a thousand knowns that are lead services on the customer side. It would be a jump starter on the replacement program. Michael Lahan asked if this was to replace the city's pipes, or the services from the street into homes. Larry Sullivan responded that there are 10,000 services in the city and we know there's seven services that the city owns which is from the main to the property line that are lead. They will be replaced at any point in time. It's the customer side of the service which is the property line up to the meter. A lot of these services are 100 years old and the record keeping 50-70 years ago wasn't the best. They will also be going throughout the city investigating all the unknowns to get a plan together by the end of 2024. Michael Lahan asked if there were any costs to the customer. Larry Sullivan responded that there is no cost. Chris LaRose added this is a unique program that they've never funded before. But it exists because of the issues in Flint, MI where they're trying to get all the lead out of the pipe system across the United States. By jumping in early we have a much better chance of getting substantial grants to help out.

A motion by Ella Myles, seconded by Michael Lahan, was made to give a positive response to the referral in accordance with the Plan of Conservation and Development, it was unanimously approved. The motion for a positive referral to the city passes.

COMMUNITY RATING SYSTEM (CRS) - Annual Progress Report on Implementation of Credited Plan - Activity 510

The CRS activity annual progress report was submitted a few weeks ago, they were certified and found out late last week.

Highlights include:

1. Identify rock outcrops and steep slopes with additional natural resource potential and prioritize conservation efforts.
3. Consider additional regulations and design standards for development of properties with slopes greater than 15%.
6. Eliminate Basement of Yantic Fire Engine Co. No. 1 building. (This building is not owned by the city).
7. Eliminate Basement of Occum Fire Department Building.
8. Dry flood-proof the utility room at Public Works.

They had a five year certification coming up. No action is required but they send a copy/package to the state and it's been certified.

COMMUNICATIONS: None.

BOND REDUCTION/RELEASE REQUESTS: None.

POCD UPDATE: The next POCD meeting in a few weeks will have a presentation about transit oriented development and related zoning.

STAFF REPORT: None

ADJOURNMENT: On a motion by Michael Lahan, seconded by Ella Myles, the CCP unanimously adjourned at 7:27 p.m.

*Respectfully submitted,
Ivery R. Stakley*