

COMMISSION ON THE CITY PLAN
Tuesday, October 25, 2022, 7:00 PM
Hybrid Meeting
City Hall Room 319 & Zoom
NORWICH, CT

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

CALL TO ORDER: Chair Frank Manfredi called the meeting to order at 7:00 PM.

ROLL CALL AND SEATING OF ALTERNATES:

Present: Chairman Frank Manfredi, Vice Chairman Les King, Michael Lahan (present from 7:22 – 8:11 pm) and Ella Myles

Absent: Kathy Warzecha

Others Present: Director of Planning and Neighborhood Services Deanna Rhodes, City Planner Dan Daniska, Mike Andreana, David McKay of Boundaries LLC, Bill Eyberse of the Yantic Fire Department, Valerie Kent, Kate Milde, L. Sullivan, (LY), (RB), Henry Resnikoff (arrived at 7:28 pm), Alexander Gebbie (arrived at 8:11 pm) and Recording Secretary Melinda Wilson

APPROVAL OF MINUTES: Commission on the City Plan (CCP) July 19, 2022

On a motion by Ella Myles, seconded by Les King, the CCP unanimously approved the minutes of the July 19, 2022, meeting as presented.

COMMUNICATIONS: Chair Frank Manfredi notified the CCP of a request for interpretation of zoning regulations relative to the number of floors in the multi-family zone. The request was displayed for members to view.

Director of Planning and Neighborhood Services Deanna Rhodes reviewed the regulations in question regarding height and floors and the apparent conflict in the regulations. It was determined the regulation's chart and table would be updated through the Plan of Conservation and Development (POCD) process.

Les King made a motion to clarify the zoning regulations to indicate three stories and no higher than 35' for a multi-family residence in a multi-family zone. Ella Myles seconded. Motion carried.

NEW BUSINESS:

A. PUBLIC HEARING AND POTENTIAL ACTION ON THE FOLLOWING APPLICATION:

SP#22-03: 143, 147 & 151 Yantic Road. Request for a Special Permit for proposed site development/land disturbance activities in a FEMA designated Special Flood Hazard Area and

Floodway to create a training area for fire apparatus. Proposed improvements include a 3,000 sq. ft. addition to an existing garage, expanded and resurfaced paved parking area, stormwater management improvements, lighting, and landscaping. Application and property of Yantic Fire Engine Company (Chief Bill Eyberse). Assessor's Map 49, Block 1, Lots 42, 43 & 44. Zone NC

Chair Frank Manfredi recused himself from discussion on this application.

On a motion by Ella Myles, seconded by Michael Lahan, the CCP unanimously opened the public hearing at 7:29 pm.

Dave McKay of Boundaries LLC presented on behalf of Yantic Fire Company. Fire Chief Bill Eyberse was available for questions. Mr. McKay reviewed details of proposed development of the three contiguous lots owned by the fire company on Yantic Road. The plan included the addition of a paved training area for the fire company. The plan has been adapted due to the potential of flooding.

Mr. Daniska presented his memo of items for consideration regarding the proposal.

Vice Chair King asked if anyone would like to speak in support of the application.

Bill Eyberse, Fitchville Rd, Yantic, spoke in favor. For the proposed project, there is no funding available at this time for the building. The nature of the dead-end Yantic Road inhibits the fire company's training options. The proposed development will move these activities away from the roadway. He noted the fire company has taken into account the Yale Mill development across the street from the firehouse.

Ms. Rhodes noted the site plan special permit will expire in 5 years. It can be renewed while it is still in effect.

Vice Chair King asked if anyone would like to speak in opposition of the application. No one spoke in opposition.

On a motion by Ella Myles, seconded by Michael Lahan, the CCP closed the public hearing at 8:08 pm.

Michael Lahan made a motion to approve SP #22-03 with the following conditions:

1. That the site plan for the Special Permit will expire in 5 years unless an extension has been granted by the Commission.
2. That final revised plans be submitted and reviewed by City Staff.
3. That the City's letter of approval (CCP + IWWCC) be placed on the final revised plan set (cover page preferred), the required signature block be placed on all plan sheets, and that all plan sheets include the stamped seal and signature of the licensed professional.

4. That 6 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.
5. That the endorsed mylar set shall be filed on the Land Records by the applicant.
6. That a bond, in the amount of \$7,388.48, that has been deemed satisfactory to the City Engineer, be submitted for Erosion and Sediment Control and Site Restoration. Once approved, it should be submitted in the form of a check or letter of credit with the required paperwork for review and approval by the City's Attorney prior to the issuance of the Zoning Permit.
7. That after the filing of the mylars, a zoning permit shall be issued prior to any land disturbance activities associated with this approval.
8. 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.
9. 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.
10. That the Commission may require an as-built or certification by a licensed engineer or land surveyor should it be deemed necessary by the City to determine compliance with the approval granted.
11. That a lighting compliance plan for all installed lighting be submitted to the ZEO for their review prior to requesting a Certificate of Zoning Compliance required for a CO.

Reason given as the proposal conforms to ZR Section 3.4.7, 7.7, and Chapter 5 of the Zoning Regulations.

Ella Myles seconded the motion. Frank Manfredi abstained do to his relationship with the Yantic Fire Company. The motion passed.

B. Referral from the Norwich Zoning Board of Appeals Pursuant to ZR Section 7.10.2.5:
ZBA Use Variance Request - #V22-07 215 Vergason Avenue (aka Forest View Drive)

Brief discussion ensued relating to the previous presentation of this issue.

Ella Myles made a motion for an unfavorable recommendation, referring to the CCP's vote at the July 19, 2022 Hybrid Regular Meeting, stating that the property owners currently have reasonable use of the property. The motion was seconded by Les King. Frank Manfredi opposed. The motion passed.

C. Referral from the Norwich City Council

AN ORDINANCE AUTHORIZING THE ISSUANCE OF A NON-REVOLVING MASTER LINE OF CREDIT FACILITY AND RELATED DOCUMENTS BY THE CITY OF NORWICH DEPARTMENT OF PUBLIC UTILITIES IN AN AMOUNT NOT TO EXCEED \$10,000,000 TO FINANCE CAPITAL IMPROVEMENTS RELATED TO ITS GAS AND ELECTRIC INFRASTRUCTURE

Les King made a motion to forward a favorable recommendation to the Council, pursuant to Chapter XV, Section 4 of the City Charter. REASON: A strategy in the 2013 POCD is to manage utility infrastructure. Ella Myles seconded. The motion passed unanimously.

D. Referral from the Norwich City Council

AN ORDINANCE APPROPRIATING \$6,750,000 FOR THE COSTS OF THE REHABILITATION AND REPLACEMENT OF THE SOUTH THAMES STREET PUMP STATION FORCE MAIN IN THE CITY OF NORWICH, AUTHORIZING THE ISSUANCE OF \$6,750,000 REVENUE BONDS OF THE CITY SECURED SOLELY BY SEWER REVENUES TO MEET SAID APPROPRIATION, AND AUTHORIZING THE CITY AND THE SEWER AUTHORITY TO ENTER INTO GRANT AND LOAN AGREEMENTS AND A JOINT RESOLUTION WITH THE STATE OF CONNECTICUT WITH RESPECT THERETO

Les King made a motion to forward a favorable recommendation to the Council, pursuant to Chapter XV, Section 4 of the City Charter. REASON: A strategy in the 2013 POCD is to manage utility infrastructure. Michael Lahan abstained. The motion passed.

E. Referral from the Norwich City Council

AN ORDINANCE APPROPRIATING \$2,400,000 FOR THE PLANNING, DESIGN AND REPAIR OF THE YANTIC WATER TANK IN THE CITY, AUTHORIZING THE ISSUANCE OF \$2,400,000 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.

Les King made a motion to forward a favorable recommendation to the Council, pursuant to Chapter XV, Section 4 of the City Charter. REASON: A strategy in the 2013 POCD is to manage utility infrastructure. Ella Myles seconded. The motion passed unanimously.

F. Referral from the Norwich City Council

AN ORDINANCE APPROPRIATING \$2,250,000 FOR THE COSTS OF THE REHABILITATION AND REPLACEMENT OF THE ROSE ALLEY PUMP STATION FORCE MAIN IN THE CITY OF NORWICH, AUTHORIZING THE ISSUANCE OF \$2,250,000 REVENUE BONDS OF THE CITY SECURED SOLELY BY SEWER REVENUES TO MEET SAID APPROPRIATION, AND AUTHORIZING THE CITY AND THE SEWER AUTHORITY TO ENTER INTO GRANT AND LOAN AGREEMENTS AND A JOINT RESOLUTION WITH THE STATE OF CONNECTICUT WITH RESPECT THERETO.

Les King made a motion to forward a favorable recommendation to the Council, pursuant to Chapter XV, Section 4 of the City Charter. REASON: A strategy in the 2013 POCD is to manage utility infrastructure. Ella Myles seconded. The motion passed unanimously.

G. Referral from the Norwich City Council

AN ORDINANCE APPROPRIATING \$1,800,000 FOR COSTS ASSOCIATED WITH A TANK AERATION/MIXING SYSTEM AT STANLEY ISRAELITE BUSINESS PARK IN THE CITY OF NORWICH, AUTHORIZING THE ISSUANCE OF \$1,800,000 REVENUE BONDS OF THE CITY SECURED SOLELY BY WATER REVENUE TO MEET SAID APPROPRIATION, AND AUTHORIZING THE CITY OF NORWICH AND DEPARTMENT OF PUBLIC UTILITIES TO ENTER INTO GRANT AND LOAN AGREEMENTS AND A JOINT RESOLUTION WITH THE STATE OF CONNECTICUT WITH RESPECT THERETO.

Les King made a motion to forward a favorable recommendation to the Council, pursuant to Chapter XV, Section 4 of the City Charter. REASON: A strategy in the 2013 POCD is to manage utility infrastructure. Ella Myles seconded the motion. The motion passed unanimously.

H. Referral from the Norwich City Council

AN ORDINANCE APPROPRIATING \$1,800,000 FOR COSTS ASSOCIATED WITH A TANK AERATION/MIXING SYSTEM AT RICHARD BROWN DRIVE IN THE TOWN OF MONTVILLE, AUTHORIZING THE ISSUANCE OF \$1,800,000 REVENUE BONDS OF THE CITY OF NORWICH SECURED SOLELY BY WATER REVENUE TO MEET SAID APPROPRIATION, AND AUTHORIZING THE CITY OF NORWICH AND DEPARTMENT OF PUBLIC UTILITIES TO ENTER INTO GRANT AND LOAN AGREEMENTS AND A JOINT RESOLUTION WITH THE STATE OF CONNECTICUT WITH RESPECT THERETO.

Les King made a motion to forward a favorable recommendation to the Council, pursuant to Chapter XV, Section 4 of the City Charter. REASON: A strategy in the 2013 POCD is to manage utility infrastructure. Ella Myles seconded the motion. The motion passed unanimously.

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I. Referral from the Norwich City Council

AN ORDINANCE AMENDING THE ZONING MAP OF THE CITY OF NORWICH [Please click on blue link to view complete documents](#)

ORDINANCE CREATING BUSINESS MASTER PLAN DISTRICT

[Complete Business Master Plan documents](#)

An ordinance amending the zoning map of the City of Norwich. Accompanying the zoning ordinance of the City of Norwich by changing those tracks or parcels of land known as

527 Scotland Rd
253 Lawler Lane
207 Lawler Lane
Lawler Lane Rear
432 Canterbury Turnpike
Bromley Lane
180 Lawler Lane
300 Canterbury Turnpike Rear
431 Canterbury Turnpike 431
Canterbury Turnpike Rear 461
Canterbury Turnpike
83 Taftville-Occum Road 97
Taftville-Occum Road 105
Taftville-Occum Road 111
Taftville-Occum Road 16
School Avenue

as shown on a certain map entitled "Zoning Location Survey "Zoning Map Amendment" Prepared for Norwich Community Development Corporation, Taftville-Occum Road, Canterbury Turnpike, Old Canterbury Turnpike, Lawler Lane & Interstate 395, Norwich, Connecticut, Boundaries, LLC, Date August 2022, Scale 1"=200', Sheets 1 of 2 and 2 of 2.

All of the properties on the above stated map to be changed from PDD and GC to the Business Master Plan District (BMPD).

That the following map of the City of Norwich accompanying the Zoning Ordinance of the City of Norwich be and the same is hereby amended so that the tracts or parcels of land showing on the above stated map be changed from GC or PDD as the case may be to BMPD.

Legal description is attached hereto.

Purpose of Change: The purpose of establishing the Business Master Plan District, which is a floating zone which is established by approval of a Master Plan, is to create a new business park on approximately 384 acres of land comprising an assemblage of 17 parcels of land. The 17 parcels are presently zoned either PDD or GC. The present business park serving the City has virtually no more space available to provide opportunities for new business. Creating a new business park will enable Norwich to attract business within the uses set forth in the BMPD, which will then generate employment opportunities, generate real estate and personal property taxes, and utility revenue for the expansion of electric and gas service to the business park.

Ms. Rhodes noted that this item could be tabled to give the CCP members time to review the documents to support the referral. Mr. Daniska will send the CCP members a link to the complete set of documents. The City Clerk's office has the documents. Ms. Rhodes noted the proposal is the layout of the development and roadways. Should this be approved, individual site plans will come forward for approval. An outside planning consultant has been hired by her office to handle this project. She requested to clear the next CCP meeting agenda for this item.

On a motion by Les King, seconded by Ella Myles, the CCP unanimously tabled this item until November 15, 2022.

OLD BUSINESS: None presented.

EXTENSION REQUESTS: None presented.

BOND REDUCTION/RELEASE REQUESTS: SDP #944 – 97 Weber Farm Road

Ms. Rhodes indicated this Bond Release came to her attention on July 5, 2022. Eastern CT Savings Bank holds the bond of \$5,000 for Irving Weber. This relates to a condo project. Her office is comfortable with release of the bond since three condominiums were built.

On a motion by Les King to approve release of the \$5,000 Erosion and Sediment Control Bond for SDP #944 due to the Bond no longer being required; Phase 1 has been completed and the project has been sold. Ella Myles seconded. The CCP unanimously released SDP #944.

POCD PIC MEETING REMINDER: Stakeholder Meetings 09/21/22, 09/28/22, 10/05/22, 10/12/22

Mr. Daniska spoke to how well the public input process is progressing. The survey has moved to its own page, Envision Norwich 360. There has been a large increase in participation.

STAFF REPORT: Ms. Rhodes reported the Hale Mill project building permits are paid and the developers are ready to go. The City will continue to pursue the Community Investment Fund 2030 grant opportunity through the state. The YMCA still has a gap in financing. The hotel across the street is not open yet. The 77 – 91 Main Street development is happening.

ADJOURNMENT: On a motion by Les King, seconded by Ella Myles, the CCP unanimously adjourned at 7:50 PM.

*Respectfully submitted,
Melinda Wilson,
Recording Secretary*