

From: Lois Laczko November 2, 2011 2:02:27 PM
Subject: Planning Commission Minutes 10/11/2011 ADOPTED
To: SimsburyCT_PlanMin
Cc:

PLANNING COMMISSION MINUTES
OCTOBER 11, 2011
REGULAR MEETING

I. CALL TO ORDER

Michael R. Paine, Chairman, called the meeting to order at 7:05 p.m. in the Main Meeting Room of the Simsbury Town Offices. The following members were present: Ferg Jansen, Alan Needham, William Rice, Sean Askham, and Robert Kulakowski. Also in attendance was Hiram Peck, Director of Planning, Janis Prifti, Commission Clerk, and other interested parties.

II. SEATING OF ALTERNATES

Chairman Paine appointed Commissioner Needham to serve as an alternate for Charles Houlihan, Commissioner Rice as an alternate for Tina Hallenbeck, and Commissioner Kulakowski as an alternate for Mark Drake.

III. APPROVAL OF MINUTES of September 13, 2011

On page 2, line 55, "Tolland Town Attorney" is changed to "Tolland Town Planner". On page 2, line 62, the last word "that" is added before "the Commission"; and on line 79, "impervious" is changed to "pervious". On page 3, line 149, is changed from "yarding" to "gathering". A motion was made by Commissioner Jansen to approve the minutes as amended. Commissioner Kulakowski seconded the motion, and it was passed unanimously.

IV. DISCUSSION OF SUBDIVISION REGULATIONS

Mr. Peck said he reviewed newly legislated Public Act 11-79 for bonding and asked the Town Attorney to attend this meeting and provide his input. He provided a 6-page handout and reviewed how he is working it into the Subdivision Regulations handout. He said a really clear process is laid out in Article II of procedures and requirements; specific subdivision plan requirements should be shown on the plan; Section 10 discusses how requirements are waived and how LID fits in; Section 11 discusses approvals with conditions that must be fulfilled prior - he wanted the Town Attorney to discuss this; there are also approvals with modifications; Section 13

performance bonds should be discussed by the Town Attorney re the new legislation and he believes the legislature will soon be modifying 11-79 which specifically calls out what types of bonds can be offered with letters of credit coming back into favor; Section 15 discusses open space standards.

Mr. Peck said Article III, Section 16 are construction improvements; Section 17 is how the Town Engineer and Zoning Inspectors perform their functions; Section 17 provides the mechanism for getting bond funds released through the Planning Commission or if by staff, through more than one person. Chairman Paine suggested the Town Engineer, Town Planner and Finance Director sign off, and it would be reported to the Commission how much of the bond was released so that the mechanism is clear. Mr. Peck said Section 18 road acceptances are always tricky; Section 19 is a legal catchall for enforcement of regulations and how violations are handled.

He said this draft includes everything in current regulations and the current table of contents; the Appendices provide forms and a process that is clear to people. Chairman Paine suggested having measurements and a timeline for submittals in advance. Mr. Peck said pre-application discussions are really valuable for applicants. He recommended in Appendix B. having a model for applicants to follow and having a mechanism to allow for better use of the space. He said the third appendix relates to LID and will be in a booklet for reference in regulations; the older road design standards require considering other techniques. He stated that Appendix D for Subdivision Regulations will have their history; Appendix E. shows the process; and Appendix F provides graphics to illustrate various meanings. Chairman Paine suggested and Mr. Peck agreed to incorporate into the process flow diagram a timeline of due dates. Commissioner Jansen suggested it would be more efficient to provide guidelines for open space and easements. Mr. Peck said that the fee in lieu of fits into that - we can take up to 10% of the pre-subdivided value of the property and put it in open space and discuss open space and conservation standards and criteria. Commissioner Needham asked if the definition of "developable area" is too condensed. Mr. Peck said it is new language and these ideas can be changed; when subdivisions come in, he would like to see the Town build up a decent fund for purchasing open space or to leverage the money with a grant. Commissioner Kulakowski recommended to Mr. Peck adding the definitions for residential and nonresidential. Commissioner Askham said the fee in lieu of is to prepare for great opportunities for the Town. Mr. Peck said towns that have been doing this for a while can have substantial funds, e.g. Tulmeadow. The Commissioners agreed on the importance of providing a document that streamlines and clarifies the process. Mr. Peck will continue to work on the document with Town staff for the next meeting; the public will also have a chance to review the Subdivision Regulations on the Web; the Commissioners agreed they should go to public hearing.

DISCUSSION

a. Update on the Route 10 Traffic Corridor Study by CRCOG

Mr. Peck said the Steering Committee has received final changes. He said tomorrow evening the Steering Committee will meet between 5:30-6:30 and hopefully endorse it; then at 7:00 p.m. the consultant will present it to the Board of Selectmen, hopefully for their endorsement. He stated that at 6:30 p.m. tomorrow evening there will be a hearing on the light ordinance which has been redrafted. He said they've begun searching out grants for the Wolcott Road Extension and that the Dorsett Crossing people have integrated a roundabout they would construct in the next phase into their plan. He stated Dorsett Crossing will be back with a proposal for the site soon; they are talking to the Planning Commission on 10/25. He said there are portions that are missing, e.g. from Hopmeadow to where their property is by the substation and they will see if they go forward. He discussed the Nod Road area and the impact on Weatogue with a final design still to come in and the roundabout still under consideration and no light. Mr. Peck said the Board of Selectmen have been kept up-to-date on the Study. He said there will be a potential expansion of parking at Eno Center with a modular approach to benefit businesses. The Commissioners commented positively on the new lights in front of Fitzgeralds.

b. Update on Low Impact Development Guidelines

Mr. Peck said the LID Guidelines final meeting was held 9/29/11 and John Ford's final documents received; he is trying to reduce the very large documents to a manageable size. He said most of it pertains to Town Center with specific techniques for 3 sites' development illustrated by graphics. He stated there are ideas of paying into a Stormwater Bank and dealing with problems in context; an ordinance; a checklist with 3 parts for developers; and illustrative test site graphics. He said the information will likely be centralized in an LID booklet and referenced in all our regulations, e.g. Zoning, Planning, and Conservation. Commissioner Needham asked about the treatment next to the new Dunkin Donuts. Mr. Peck said it is a rain garden with a type of drainage swale; the groundwater in that area is quite high with most places not having basements; it was recognized as a dangerous traffic area as well.

c. Update on Town Center Guidelines

Mr. Peck stated that for the Design Review Guidelines, Nori Winter and his team will be here Monday, 12/5; Tuesday, 12/6 and Wednesday, 12/7. The DRB will meet with them on Tuesday, 12/6 at 5:30 p.m. Mr. Peck said there will be two focus groups on Tuesday, and at 7 p.m. a public workshop; on

Wednesday an early morning strategy session, two more focus groups, and early afternoon departure. He said the Town Center Code has some guidelines and now that the regulations are in place, it is time to adopt these Guidelines. He wants to make sure the public is involved in the process, and property owners; in about 60-90 days the consultants should provide some Guideline recommendations with completion in 9-12 months. Chairman Paine suggested bringing in the Fitzgerald's project people to comment on whether this new process would have simplified their project. Mr. Peck discussed the significance of the corner building for that project which is a design issue and the design guideline team can look at.

V. STAFF REPORT

He stated Dorsett Crossing will be back with a proposal for the site soon; they are talking to the Planning Commission on 10/25. He said the plan shows more buildings with apartments connected to the medical offices for people undergoing medical treatment. He added the Zoning Commission will hear a preliminary discussion Monday night after which an application will be made. Mr. Peck said they have changed to two one-story buildings; the 26 acre parcel is long and narrow with half rezoned B3 and a back half I3 earth excavation zone; he will suggest changing it to the Zoning Commission. He said they are looking for input and the plan is improving.

VI. COMMUNICATIONS AND ADMINISTRATIVE BUSINESS

Chairman Paine stated because 11/8 is Election Day, the next regularly scheduled meeting in November will be 11/22; and the first meeting in December will be on the 13th.

VII. ADJOURNMENT

A motion to adjourn at 8:30 p.m. was made by Commissioner Jansen. Commissioner Askham seconded the motion, and it was passed unanimously.

Tina Hallenbeck, Secretary