Posted 4/26/16 LP.

T.C.

TOWN OF VERNON
Planning & Zoning Commission (PZC)
Meeting Minutes – *APPROVED*
Thursday, April 7, 2016
7:30pm
Council Chambers, Third Floor
Memorial Building
14 Park Place, Vernon, CT

RECEIVED
VERNON TOWN CLERK
16 APR 26 AM 10:00

1. **Call to Order & Roll Call**

- Meeting was called to order by Chairman Charles Bardes at 7:30 pm.
- **Regular members present:** Roland Klee sitting in for Peter Hobbs, Susan Reudgen, Ronald Scussel, Hector Reveron and Charles Bardes.
- **Staff Present:** Town Planner Marina Rodriguez
- **Recording Secretary:** Audrey Lanz

2. **Administrative Actions / Requests**

2.1 Amendment / Adoption of Agenda - Additional business to be considered under agenda item #5 "Other Business".

Susan Reudgen made a motion to accept the agenda as presented. Roland Klee seconded the motion and the motion passed unanimously.

2.2 Communications received NOT related to agenda items.
No communications received

2.3 Acceptance of Minutes from the 3/17/16 PZC meeting.

Roland Klee made a motion to accept the minutes from the PZC meeting on 3/17/2016. Ronald Scussel seconded the motion and the motion passed unanimously.

2.4 Capital Improvement Plan

The Commission should consider the CIP under Sec. 8-24 of the CT General Statutes. The intent of this consideration is for the PZC to review the proposed CIP and issue a finding on its consistency or lack thereof with the POCD. After a discussion, Chairman Charles Bardes made a motion to add to the Capital Projects Request Form the following statement and that the CIP is in keeping with the POCD:

- To the extent applicable does each of the projects outlined in the CIP fully support the objectives of the POCD or, if not, why not.

Roland Klee seconded the motion and the motion passed unanimously.

3. **Public Hearings and Action on Applications**

3.1 Application (PZ-2016-04) of Swiss Laundry of Rockville, Inc. for a modification of an approved site plan & site plan of development/special permits for an expansion of the existing Swiss Laundry at #4 & #6 Regan Street (Assessor's ID: Map #22, Block #41, Lot/Parcel #3 and Map #22, Block #41, Lot/Parcel #17 & 18).

- Chairman Charles Bardes opened the Public Hearing at 7:45pm.
- Town Planner Marina Rodriguez read the Public Notice into record.
- Town Planner Marina Rodriguez read into notice the following dates received of Staff comments:
  - Town Planner - 3.30.16, Water Pollution Control - 3.31.16, Wetlands Enforcement Officer - 3.31.16, Fire Marshall - 3.31.16, Public Works - 3.31.16, Zoning Enforcement Officer - 4.1.16, Building Official - 4.4.16, Traffic Authority - 4.4.16, North Central Conservation District - 4.4.16, North Central Health Dept. - 4.5.16, Town Engineer - 4.7.16, Design Review - 4.7.16
- Attorney Dory Famiglietti of Kahan, Kerensky & Capossela presented the application.
- 2 applications are being submitted; One for Site Plan Approval with the following special permits:
  - Section 4.9.4.15.1, Section 4.9.4.15.2, Section 4.9.4.15.3, Section 3.5, Section 20.4.2.5, Section 20.4.2.6, Section 20.4.2.20 and Section 18.
- And the second application is for a common wall to connect the new building with the existing building at 35 Windsor Ave.
- The application is for an 18,400 sq. foot warehouse for storage and a small office space.
- The building will be for employees only, no public access.
- The primary access hours will be 5:00am - 3:30pm.
- #4 & #6 Regan Street will be combined into one lot to accommodate the building.
- Residential activities will cease at #4 & #6 Regan Street and the zone will change to commercial.
- Russ Heintz, project engineer, explained the water runoff system.
- 2 catch basins where add to the site plan per recommendations from the Town engineer.
- Comments from the NCCD will also be addressed.
- A sidewalk waiver was applied for, however because the number of Commissioners plus sitting alternate was less than the total number needed to possibly approve the waiver request, a vote on the request was postppned.
- A sidewalk plan from the Vernon POCD was handed into record.
- Bob Hurd, project architect, reviewed the site plans.
- The building will be 18,400 sq. feet with office space and a boiler room with a separate entrance.
- The roof will be metal with snow guards to prevent snow falling onto the sidewalk and hindering access to the sidewalk and doors.
- There will be a small canopy over the outer doors and a larger canopy over the loading dock.
- Concrete masonry is the main element being used in the construction of the building.
- The Lighting plan was reviewed and per comments from the DRC, the site plan will be clearly labeled as to what lights are wall mounted and what lights are grounded.
- A discussion ensued on the noise level and there will be no significant increase.
- Jen Kloter, landscape architect, reviewed the landscaping design.
- A 3D rendering of the site was shown to the commission.
- A row of spruce trees, not eastern white pines, will be planted along the front of the building, parallel to Windsor Avenue to screen the building from the road.
- A hedge of arborvitae will be planted along the east side of the lot for concealment from the residential lots adjacent to the building.
- There were no comments from the Public.

Chairman Charles Bardes closed the Public Hearing at 8:32pm.

Chairman Charles Bardes made a motion to approve **Application (PZ-2016-04) of Swiss Laundry of Rockville, Inc.** with the stipulations stated in the comments received from the Design Review Commission, the Town Engineer and the North Central Conservation Commission. Roland Klee seconded the motion. Susan Reudgen made an amendment to the motion to also include two stipulations:

- Before construction can start, #4 & #6 Regan Street have to be combined into one lot.
- Before a CO can be issued, residential activities at #4 & #6 Regan Street have to cease.

Roland Klee seconded the amended motion and the motion passed unanimously.

Chairman Charles Bardes called a 5 minute recess at 8:35pm.
Chairman Charles Bardes resumed the meeting at 8:40pm.

3.2 Application (PZ-2016-06) of Eric Osterday for a special Permit for a Religious Facility at #38-42 East Main Street (Assessor's ID: Map #40, Block #90, Lot/Parcel #1A)

- Chairman Charles Bardes opened the Public Hearing at 8:40pm.
- Town Planner Marina Rodriguez read the Public Notice into record.
- Town Planner Marina Rodriguez read into notice the following dates received of Staff comments:
  - Town Planner - 3.30.16, Zoning Enforcement Officer - 3.8.16, Traffic Authority - 3.9.16, NCHD - 3.10.16, Wetlands Enforcement - 3.7.16, Fire Marshall - 3.7, and Town Engineer 3.7.16.
- Doug Brown of Cornerstone Properties presented the application.
- The special permit is for the lot which contains 2 buildings.
- The main hours of operation will be weeknights and Sundays.
- No changes will be made to the site or exterior of the building.
- Pastor Eric Osterday of Crossroads Community Church was also present to answer any questions from the Commission or Public.
- A letter was received by the Town Planner from the Rockville Downtown Association in opposition of the application.
- There were no comments from the Public.
- Chairman Charles Bardes closed the Public Hearing at 8:50pm.

Ronald Scussel made a motion to approve **Application (PZ-2016-06).** Hector Reveron seconded the motion and the motion passed unanimously.

4. Other Business

4.1 Receipt of Application

4.1.1 Application (PZ-2016-07) of Matt Walsh (Starbucks) for a special permit to construct an electronic message board sign at #135 Talcottville Road (Assessor's ID: Map #02, Block #04, Lot/Parcel #078A)

4.1.2 Application (PZ-2016-08) of Christopher Jolly for a special permit/site plan of development for a tattoo/body piercing studio at 20 East Main Street (Assessor's ID: Map #40, Block #0009, Lot/Parcel #00001B).

Susan Reudgen made a motion to hold the Public Hearings for Applications PZ-2016-07 and PZ-2016-08 at the May 5, 2016 PZC meeting. Hector Reveron seconded the motion and the motion passed unanimously.

4.2 Additional business to be considered should be introduced under PZC meeting agenda item "#2.1 Amendment / Adoption of Agenda" at the beginning of the meeting.
None

5. Adjournment

Chairman Charles Bardes made a motion to adjourn. Susan Reudgen seconded the motion and the motion passed unanimously. The meeting was adjourned at 8:57pm.

Respectfully Submitted,

Audrey Lanz

Audrey Lanz
Recording Secretary