

**CITY OF TORRINGTON
PLANNING AND ZONING COMMISSION
MINUTES
October 18, 2023**

Present: Greg Mele, Chair
Donna Greco, Member
Jim Bobinski, Member
Starley Arias, Alternate
Tom Telman, Alternate (7:44 p.m.)

Also Present: Jeremy Leifert, AICP, City Planner

Not Present: Greg Perosino, Vice Chair
Donovan Riley, Member
Diane Carroll, Alternate

1. Call to Order:

Chair Greg Mele called the meeting to order at 7:00 p.m. Attendance by Zoom or in-person at City Hall Auditorium, Room 218, 140 Main Street, Torrington, CT.

2. Attendance/Announcement:

Chair Greg Mele announced present and serving this evening will be Commissioners Donna Greco, Jim Bobinski, Starley Arias and Greg Mele. Tom Telman logged in via zoom at 7:44 p.m. Also present is City Planner Jeremy Leifert.

3. Minutes for Approval:

a. 9/20/23

MOTION by Ms. Greco to approve the 9/20/23 minutes, seconded by Mr. Bobinski, motion carried with Mr. Arias abstaining from voting.

4. Public Hearing beginning at 7:00 p.m., November 29, 2023 City Hall Auditorium, Room 218, 140 Main Street, Torrington, CT

a. Applicant: City of Torrington Planning and Zoning Commission
Proposal: Zoning Regulation Amendment, group day care facilities;
Section 3.1, Subsection 2.40

Public Hearing scheduled for November 29, 2023.

5. Old Business:

a. Site Plan 1467

Applicant: GG Torrington LLC & SL Torrington LLC

Location: 1858 East Main Street

Proposal: Reconfiguration of approved 3,500 sq. ft. retail building site with 3,300 sq. ft. bank and drive-up ATM

Kenneth Hrica, PE and Licensed Land Surveyor, Litchfield, CT appeared via zoom representing the applicant. Mr. Hrica reviewed the previous approvals at this site; in 2008 the site was approved for a bank with a drive through. In 2020 a retail/restaurant pad was approved. Then this bank proposal has come forward in the 2023 application. Mr. Hrica presented plans and provided details of the proposal. A drive-up ATM is also proposed at this site.

Mr. Hrica reviewed that Fire Marshal Bascetta's and City Engineer Paul Kundzins' comments have been addressed, referring to plans noting the changes made. Pointing to various locations on the site maps, Mr. Hrica explained the changes made to islands and curbing to accommodate the City's fire apparatus and the truck's turning radius. Details regarding line stripe painting, special mountable curbing and islands were provided by Mr. Hrica.

In response to questions raised at the last Commission meeting, Mr. Hrica stated 1,500 cubic yards of fill will be brought onto the site to provide a less than five percent grade. Approximately 20 trucks per day will be bringing in fill until completed.

Mr. Hrica is working with the State DOT for the modifications being made to the exit onto East Main Street, to get cars going in a more easterly direction, and reducing the ability of cars to make a left hand turn onto East Main Street from this location.

The pylon sign was moved out of the State right of way, and Mr. Hrica noted the new location of the pylon signage.

Mr. Bobinski questioned where the construction traffic and fill trucks will enter the site. Mr. Hrica responded due to the small size of this site, the truck traffic will need to be spread out, avoiding a build up of traffic on Route 202. In response to questions from Mr. Arias, Mr. Hrica provided more details (pointing at site maps) on traffic patterns within the site.

Mr. Leifert read his memo to the Commission dated October 18, 2023.

Brief discussion following on the location of the proposed interconnect to the easterly adjoining neighbor site (40:45 minutes)

MOTION by Ms. Greco to APPROVE:

Site Plan 1467

Applicant: GG Torrington LLC & SL Torrington LLC

Location: 1858 East Main Street

Proposal: Reconfiguration of approved 3,500 sq. ft. retail building site with 3,300 sq. ft. bank and drive-up ATM

With the following conditions and recommendations:

1. All conditions and plans submitted for site plan approval #1346 not specifically modified in this approval shall remain in effect.
2. In accordance with plan sheet C3 in the submitted plan set, all requirements for parking, stacking spaces and property line setbacks in the established CIR zone are compliant with the zoning regulations
3. The commission restates its opinion that a proposed interior interconnect drive between the 1858 and 1902 East Main Street shopping plazas be built as part of this application and previous approval #1346 for traffic safety purposes
4. The applicant shall modify the final plans for filing to address free standing signage comments of Nate Nardi-Cyrus, Assistant Planner outlined in his email to the City Planner of October 12, 2023
5. The applicant shall address comments of Paul Kundzins, City Engineer in his October 11, 2023. Any modifications to the ATM entry shall be included on the final plans for filing to the satisfaction of the City Engineer.
6. The applicant shall address comments from Police Traffic Sergeant Dustin Baldis in his October 3, 2023 email to the City Planner and modify final plans to reflect suggested changes
7. The applicant shall follow the comments of Fire Marshal Edward Bascetta in evaluating the accessibility of fire apparatus. Updated review comments from the Fire Marshal shall be required prior to filing of final plans.
8. The applicant shall follow comments of Ed Tousey, WPCA Administrator outlined in his September 18, 2023 memo to the City Planner regarding sewer discharge permitting.
9. The applicant shall follow building permit requirements outlined by Building Official Kevin Gillette in his October 11, 2023 email to the City Planner
10. Per comments from CTDOT, an encroachment permit shall be required from CT DOT prior to the issuance of zoning permits for the project
11. Zoning and grading permits are required prior to alteration or use of the site for the proposed use.
12. A foundation as-built for the new building shall be required after foundation installation
13. An annual Stormwater Management report shall be submitted to the Planning and Zoning Commission in accordance with section 7.4.5.E of the regulations and prior approvals
14. In accordance with section 8.4.3 and 8.4.6 of the zoning regulations, the following shall be submitted to the City Planner:
 - a. Two paper copies of the full approved final plan set including the engineer's stamp and chairman's signature box on the title page.
 - b. One mylar copy of site plan sheets C5 and C6 for filing with the City Clerk in accordance with section 8.4.3.P of the zoning regulations. The mylar sheets shall bear a chairman's signature box, a copy of the approval letter from the commission, an engineers' seal and live ink stamp.

- c. Mylar sheets shall be filed by the applicant with the City Clerk after the signature of the Chairman and prior to the approval of zoning or grading permits to begin construction or site work.

15. Construction vehicles and dump trucks shall access the property off Torrington Street (Route 183) only.

MOTION seconded by Mr. Bobinski, unanimously carried.

- b. Modification to Site Plan 1415
 - Applicant: Prospect Investment Group LLC
 - Location: 110 Scoville Street
 - Proposal: New building to accommodate auto spray booth

Ruth Lutz (and two others, names inaudible) appeared representing the applicant with updated site plans prepared by Bill Colby, PE. There will be some demolition to the existing building to keep within the allowable use space footage in the R6 zone for pre-existing non-conforming uses.

Mr. Leifert read his memo to the Commission dated October 18, 2023.

MOTION by Ms. Greco to APPROVE Modification to Site Plan 1415

- Applicant: Prospect Investment Group LLC
- Location: 110 Scoville Street
- Proposal: New Building to accommodate auto spray booth

with the following conditions and recommendations:

1. All conditions stated in the original approval of site plan #1415 not specifically modified by this approval shall remain in effect
2. Demolition of the existing building as proposed in this application shall commence or the cost bonded prior to issuance of zoning permits for installation of the new building
3. It is recommended that the applicant follow the advice of Assistant City Planner Nate Nardi-Cyrus in his October 4, 2023 email to the City Planner, specifically regarding landscaping
4. The applicant shall follow the requirements outlined by Fire Marshal Edward Bascetta contained in his September 19, 2023 letter to the City Planner
5. The applicant shall follow all WPCA requirements as outlined by Edward Tousey, WPCA Administrator, contained in his September 20, 2023 memo to the City Planner
6. It is recommended that the applicant follow the advice of Building Official Kevin Gillette contained in his letter to the City Planner dated July 19, 2022
7. The applicant shall add information to the parking table on the final plans for office square footage and the automotive painting area and update parking calculations
8. Proposed pervious pavers shown on the plans shall be installed or bonded prior to the issuance of Certificate of Occupancy
9. The applicant shall perform regular maintenance as necessary to the pervious pavers proposed on the plans to ensure proper functioning.

10. In accordance with section 8.4.3 and 8.4.6 of the zoning regulations, the following shall be submitted to the City Planner:
- d. Two paper copies of the full approved plans including the engineer's stamp and chairman's signature box
 - e. One mylar copy of the full approved plan set for filing with the City Clerk in accordance with section 8.4.3.P of the zoning regulations. Each mylar sheet shall bear a chairman's signature box, a copy of the approval letter from the commission, an engineers' seal and live ink stamp.
 - f. Mylar sheets shall be filed by the applicant with the City Clerk after the signature of the Chairman and prior to the approval of zoning permits to begin construction.
- MOTION seconded by Mr. Telman, unanimously carried.

6. New Business:

None

7. Correspondence:

- a. Zoning and Blight Violation update

Updated copies of zoning and blight violations have been provided to Commission members. No comments.

- b. Commissioner Training Discussion

Mr. Leifert reviewed the list of training hours completed and required for Planning and Zoning Commissioners. He will send out information for Commission members for the UCONN Clear classes available for sign up to fulfill training requirements.

- c. Correspondence from Pullman & Comley; Proposed 1.99 MW AC Ground mounted solar photovoltaic facility to be located at closed landfill, 105 Vista Drive, Torrington, CT

Mr. Leifert reviewed the notification received from law firm. This is the beginning of the process and Mr. Leifert will keep the Commission informed of further updates.

Mr. Leifert reviewed the only Commissioner slot which is up for reappointment, which is Greg Perosino's term that expires on November 30, 2023. Mr. Perosino indicated his willingness to renew. Mr. Leifert discussed election of officers for the Commission, which should be held each December

8. Adjournment:

MOTION by Mr. Telman to adjourn at 8:09 p.m., seconded by Ms. Greco, unanimously carried.