

ENFIELD PLANNING AND ZONING COMMISSION
REGULAR MEETING
DRAFT MINUTES FOR COMMISSION CONSIDERATION
THURSDAY, July 9, 2020 – 7:00 p.m.
Virtual Meeting

Call to Order & Pledge of Allegiance

Chairman Nelson called the meeting to order at 7:03 PM.

Roll Call

Commissioner Szewczak took the roll and present were Commissioners Virginia Higley, Ken Nelson, Charles Ladd, Linda DeGray and Alternate Commissioner Vinnie Grillo. Absent were Commissioners Frank Alaimo, Mary Scutt, Richard Szewczak, John Petronella and Dane Thorogood.

Also present were Laurie Whitten, Director of Development Services; Jennifer Pacacha, Assistant Town Planner and Elizabeth Bouley, Recording Secretary.

Approval of Minutes – July 9, 2020 Regular Meeting

Motion: Commissioner Ladd made a motion, seconded by Commissioner DeGray, to approve the minutes of the July 9, 2020 Regular Meeting as amended.

The motion passed with a 4-0-0 vote.

Votes: 4-0-0

Public Participation

Chairman Nelson asked three times if anyone in the public would like to speak regarding items not on the agenda; no one came forward.

New Public Hearings

- a. **PH# 2973** – 55 Cottage Road – Special Permit application for a home addition located within the Lake Overlay District; Randy Daigle, owner/applicant; Map 80/Lot 178; R-33 Zone. – *Tabled*

Ms. Pacacha stated that Staff is still working on the text amendment and will likely have a Special Meeting in August to address this issue.

- b. **PH# 2979** – 25 & 39 Hazard Avenue – Special Use Permit application to demolish the existing building at 39 Hazard Avenue and replace with a new building with a restaurant tenant with a drive-thru and two outdoor dining areas. Leo BHW LTD, LLC, Owner; Eric Kelly, Applicant Representative; Map 45/ Lot 002 and 008; BR Zone.

Ms. Pacacha stated that the website did not list the correct date for the scheduled Public Hearings, so this one is now set for August 3, 2020.

- c. **PH# 2080** – 118 Hazard Avenue – Site Plan Review application for the proposed construction of a new two-story 29,000 sq. ft. ‘All American Assisted Living’ facility along with new paved parking areas, landscaping, storm water management components

and associated utilities; Ward Manor, LLC, Owner; Ben Wells, Applicant Representative; Map 65/ Lot 59; B-P and R-44 Zone.

Ms. Pacacha stated that this Public Hearing will also be held on August 3, 2020.

Commissioners Szewczak, Alaimo and Petronella joined the meeting.

Chairman Nelson seated Alternate Commissioner Petronella.

New Business

8-24 Referral(s)

- a. 32 Church Street – 8-24 Referral from Town Council for Property Conveyance

Ms. Pacacha stated that the houses on the property had been demolished and they would like to move forward with putting the property on the market to convey it. She stated that there is not a buyer yet. Chairman Nelson stated that it looks much better over there now.

Motion: Commissioner Szewczak made a motion, seconded by Commissioner Petronella, to forward a favorable recommendation to the Town Council for the conveyance of 32 Church Street.

The motion passed with a 7-0-0 vote.

Votes: 7-0-0

- b. 28 South River Street – 8-24 Referral from Town Council for Property Conveyance

Ms. Pacacha stated that this was a blighted property and the buildings have been demolished. She stated that they would like to put it on the market to get it back onto the tax roll.

Commissioner Szewczak suggested that this space be used to create some passive recreation for the residents, as it is the only parcel owned by the town that accesses the river other than the boat launch. He stated that it may be advantageous for the town to maintain ownership of this land so that it can be utilized for the residents to get to the river. Commissioner Szewczak stated that it would be a good long-term plan to create a town-owned property with direct access to the river that is more than just a driveway. He stated that this property could benefit the entire zone.

Chairman Nelson stated that the property contains a steep bank and asked if there is even access to the river. Commissioner Szewczak stated that they have to start somewhere and can create some sort of transition down to a lower level.

Chairman Nelson asked if Commissioner Szewczak would be ok with them forwarding his comments to the Town Council for the record. He stated that the Town Council is very aware of what is going on down there, and they are trying to recoup the cost of demolishing the buildings.

Commissioner Szewczak stated that they are all concerned about revenue, but the Commission needs to look at what is best for the town itself. He stated that they are lacking in having accessible areas for the town to utilize.

Chairman Nelson stated that there is no way to access the river from the top of that property, so a fisherman would have to cross the backyards of the people who abut both sides of it. He stated that if someone falls down the escarpment the town could be facing a lawsuit.

Chairman Nelson requested that Staff forward Commissioner Szewczak's comments to the Town Council to be read into the record.

At Commissioner Alaimo's request, Ms. Pacacha utilized an aerial photograph to illustrate the parcel.

Ms. Whitten stated that the cliff involved with this site is a dump with buried cars, and the town would like to recoup the money. She stated that it is very steep to get down to the river, and that a pathway could be created but she is not sure how the property is going to be cleaned up from here.

Motion: Commissioner Alaimo made a motion, seconded by Commissioner DeGray, to forward a favorable recommendation to the Town Council for the conveyance of 28 South River Street.

The motion passed with a 6-1-0 vote with Commissioner Szewczak voting against.

Votes: 6-1-0

Flood Permits

- a. **FLD# 40** – 55 Cottage Road – Application for a Permit for Development within the Special Flood Hazard Area to accommodate a proposed residential addition; Randy Daigle, owner/applicant; Map 80/Lot 178; R-33 Zone; Lake Overlay District. – **Tabled**
- b. **FLD# 41** – 25 & 39 Hazard Avenue – Application for a Permit for Development within the Special Flood Hazard area to allow excavation and limited fill in the AE Zone; Paramount Newco Realty Owner/Applicant; Map 045/Lot 0002, 0008; BR Zone.

Ms. Pacacha stated that these are both tabled and will be on the agenda for the August 3, 2020 meeting.

Site Plan Review

- a. **SPR# 1829** – 10 Hazard Avenue – Site Plan approval application for a 6,300 square foot rear building addition to the former Walgreens space with minor site modifications to accommodate Burlington Coat Factory; Equity One (Northeast Portfolio) LLC., c/o Michael Lai, owner; Regency Centers, c/o Michael Lai, applicant; Map 56/Lot 22; Business Regional Zone.

Nate Kirschner of Langan Engineering & Environmental Services, Inc. addressed the Commission on behalf of the applicant. He presented a PowerPoint presentation to the Commission explaining the details of the proposed project.

Commissioner Szewczak asked if there would be any landscaping on the island, as it is a large island and right up against the building. Mr. Kirschner stated that right now what is out there is just lawn and they are proposing to take some of the grass out of one area and add it to the other. Commissioner

Szewczak described the proposed area that is right up against the building and asked if there will be any landscaping to soften the area and protect the grass.

Mr. Kirschner stated that aesthetics are less of a concern behind the building and there is some mature vegetation along the roadway to screen the building from the public. He stated that they need to keep everything low to the ground to avoid any vehicular safety issues, and that they prefer not to put trees up against the building.

Mr. Kirschner stated that they would probably focus any landscaping improvements in front of the building rather than in the back in order to enhance the customer experience. Commissioner Szewczak stated that the grassy areas should be maintained as grassy.

Chairman Nelson stated that there is a road behind the building and suggested they add additional screening in this area rather than expand the grassy area. He pointed out the stumps in the street view and stated that screening in this area is important.

Mr. Kirschner asked if the Commission would condition the approval for the applicant to work with town staff to supplement screening in this area. Chairman Nelson suggested that the cost allocated to expand the second island should be used to replace and update the tree belt along the back of the plaza as this would benefit the entire community and the grassy area does not.

Mr. Kirschner stated that he is concerned that the impervious coverage requirements still need to be maintained.

Commissioner Higley asked if the applicant would have a problem with replacing the three trees that had been cut down, to which Mr. Kirschner replied that he would have no problem with this.

Ms. Whitten stated that the impervious coverage issue is why one island was going to be cut and added to the other. Chairman Nelson stated that rather than touching the islands, they should replace the screening that has died off over the years. He stated that he is willing to make it a condition of approval so that it goes through tonight. Mr. Kirschner stated that they would be amenable to this.

Commissioner Szewczak stated that everyone would benefit from this.

Motion: Commissioner Szewczak made a motion, seconded by Commissioner DeGray, to approve SPR# 1829 with the additional site condition to replace any missing and previously required plantings.

The motion passed with a 7-0-0 roll call vote.

General Conditions:

1. This approval is for the specific use, site, and structure identified in the application. Any change in the nature of the use, site, or the structure will require new approvals from the Enfield Planning and Zoning Commission.
2. This approval does not include signage permits.
3. There is to be no exterior sheet metal venting pipes visible from the street.
4. Exterior mechanicals and electricals are to be boxed and screened.
5. This project shall be constructed and maintained in accordance with the referenced plans.

6. A building permit for the construction of facilities as approved must be obtained within 24 months of approval or this approval shall be rendered null and void, unless an extension is granted by the Commission.
7. All construction authorized by this approval shall be completed within five (5) years or this approval shall be considered null and void, unless an extension is granted by the Commission.
8. By acceptance of this permit and conditions, the applicant and owner acknowledge the right of Town staff to periodically enter upon the subject property for the purpose of determining compliance with the terms of this approval.

Site Specific Conditions:

9. Silt fencing must be installed along the limits of disturbance.
10. Any catch basins within the limit of disturbance must be protected with erosion and sedimentation controls.
11. All Erosion & Sedimentation Controls must be shown on final plans.
12. All trees that have died or have been removed from the landscaped setbacks along Rosario T. Vella Way must be replaced.

Conditions to be met prior to signing of plans:

13. All plans submitted for signature shall bear the seal and live signature of the appropriate professional(s) responsible for the preparation of the plans.
14. The application number shall be displayed on the plans in or near the Title Block area.
15. A copy of the approval letter and conditions shall be incorporated into the final plans submitted for signature, preferably located on the cover sheet or first sheet of the plan set.
16. A list outlining how the conditions of approval have been met shall be submitted along with final plans submitted for signature.
17. A list outlining all changes to the plans shall be submitted along with final plans submitted for signature. The list should cite the sheet number where each change has been made.
18. The conditions of this approval shall be binding on the applicant, land owners, and their successors and assigns.

Conditions to be met prior to the issuance of permits:

19. Two sets of paper plans with any required revisions incorporated shall be submitted to the Planning Department for signature of the Commission. The Director of Planning may require Mylars.
20. The applicant shall also submit final plans as approved by the Commission in a digital format compatible with the Enfield Geographic Information Systems Electronic Submittals Ordinance.
21. The applicant shall post a separate bond for Erosion and Sediment Control submitted in the form of cash or certified check, pledged to the Town, in an amount to be determined by the Town Engineer and the Director of Planning.
22. A pre-construction meeting between the applicant, site contractors, project engineer and Town Staff shall be held.

Conditions which must be met prior to the Issuance of a Certificate of Compliance:

23. Complete as-built plans certified to Class A-2 accuracy shall be submitted prior to the issuance of any certificates of zoning compliance. The as-built plan shall also contain a certification by a Professional Engineer that they have inspected the site improvements and that they have been installed in accordance with the approved plans. Any deviations or omissions must be noted.

24. The design professional who prepared the approved PZC architectural drawings, shall provide as-built drawings with a certification that they have complied with approved plans. Any changes need to be noted on the plans and a list of changes submitted.
25. No Certificate of Occupancy or other final approval may be issued until the Zoning Enforcement Officer has signed off on the final work. When minor site work cannot be completed because of weather or other pertinent reason, a conditional approval may be issued for a period not to exceed 180 days, providing satisfactory surety shall be posted with the Town of Enfield in an amount sufficient to complete the site work and with surety acceptable to the Town of Enfield.
26. A request for final project review and certificate of zoning compliance must be made to the Planning Department not less than 10 days before a Certificate of Occupancy or other final approval is requested from the Building Official.

Note: The Conditions of Approvals do not take the place of other requirements found in the Town Codes, Regulations, and Application Instructions.

REFERENCE PLANS

1/13 – Cover Sheet – “Planning & Zoning Commission Submission – Burlington Coat Factory Expansion at Brookside Plaza” 50 Hazard Avenue aka 10 Hazard Avenue; Map 56/Lot 22; Town of Enfield, Hartford County, Connecticut; Prepared for Equity One (Northeast Portfolio), LLC c/o Michael Mai, 28 Church Lane, Suite 200, Westport, Connecticut 06880, (203) 635-5570; Prepared by Langan CT, Inc. c/o Nathan Kirschner, 555 Long Wharf Drive, New Haven, CT 06511; Prepared May 22, 2020; Revised June 18, 2020.

2/13 – Partial Boundary and Topographic Survey – Sheet VT401

3/13 – General Notes and Master Legend – Sheet CS002

4/13 – Overall Site Plan – CS100

5/13 – Site Plan – CS101

6/13 – Site Details – CS501

7/13 – Site Details II – CS502

8/13 – Grading, Drainage, Utility, and Erosion Control Plan – CG101

9/13 – Grading, Drainage, Utility, and Erosion Control Plan Details I – CG501

10/13 – Grading, Drainage, Utility, and Erosion Control Details II – CG502

11/13 – Site Lighting Plan – LL01

12/13 – Site Lighting Details – LL501

13/13 – Proposed LOD – LOD-1

Votes: 7-0-0

- b. **SPR# 1830** – 74 Palomba Drive – Site Plan Review application to combine 3 units (Unit H, I, and J) into one restaurant area on the property known as 74 Palomba Drive. Dimitris Patestos, Applicant; Map 056/ Lot 0025; BR Zone.

Dimitris Patestos, 8 Theodore Street, and Mike Delconte, 28 Tabor Road, addressed the Commission. Mr. Patestos stated that he would like to open his restaurant in Enfield as he lives in Enfield and his heart is there. He stated that it will be Greek and Italian food.

Chairman Nelson asked if the applicant owns the entire plaza, to which Mr. Patestos replied that he does.

Commissioner Higley pointed out a typo in the paperwork as these properties are supposed to be BL Zone rather than BR Zone. She stated that she is looking forward to the applicant coming back to Enfield if it passes.

Fire Marshal Scott Ellis stated that he does not see any issues as far as the Fire Department is concerned. He reminded the applicant going forward that this does not guarantee approval of the Building Permit.

Motion: Commissioner Szewczak made a motion, seconded by Commissioner Alaimo, to approve SPR# 1830.

The motion passed with a 7-0-0 roll call vote.

WHEREAS, the Enfield Planning & Zoning Commission has received an application for the conversion of three retail spaces into one space and the use change from retail to restaurant use located at 74 Palomba Drive; Map 056 // Lot 0025; Business Local Zone; and

WHEREAS, the Commission held a regular meeting on July 23, 2020; and

WHEREAS, the conversion from three spaces to one space and the change of use will have no adverse effect on the surrounding neighborhood and is consistent with the Plan of Conservation and Development; and

WHEREAS, the conversion and change of use conforms to the requirements of the Enfield Zoning Regulations;

NOW THEREFORE BE IT RESOLVED;

RESOLVED, the Enfield Planning & Zoning Commission hereby approves SPR #1830 for the conversion of three retail spaces into one and the change of use from retail use to restaurant use at 74 Palomba Drive; Map 056 // Lot 0025: Business Local (BL) Zone.

General Conditions:

27. This approval is for the specific use, site, and structure identified in the application. Any change in the nature of the use, site, or the structure will require new approvals from the Enfield Planning and Zoning Commission.
28. This approval does not include signage permits.
29. There is to be no exterior sheet metal venting pipes visible from the street.
30. Exterior mechanicals and electricals are to be boxed and screened.
31. This project shall be constructed and maintained in accordance with the referenced plans.
32. A building permit for the construction of facilities as approved must be obtained within 24 months of approval or this approval shall be rendered null and void, unless an extension is granted by the Commission.
33. All construction authorized by this approval shall be completed within five (5) years or this approval shall be considered null and void, unless an extension is granted by the Commission.
34. By acceptance of this permit and conditions, the applicant and owner acknowledge the right of Town staff to periodically enter upon the subject property for the purpose of determining compliance with the terms of this approval.

Site Specific Conditions:

35. Will be added for each unique application.

Conditions to be met prior to signing of plans:

- 36. All plans submitted for signature shall bear the seal and live signature of the appropriate professional(s) responsible for the preparation of the plans.
- 37. The application number shall be displayed on the plans in or near the Title Block area.
- 38. A copy of the approval letter and conditions shall be incorporated into the final plans submitted for signature, preferably located on the cover sheet or first sheet of the plan set.
- 39. A list outlining how the conditions of approval have been met shall be submitted along with final plans submitted for signature.
- 40. A list outlining all changes to the plans shall be submitted along with final plans submitted for signature. The list should cite the sheet number where each change has been made.
- 41. The conditions of this approval shall be binding on the applicant, land owners, and their successors and assigns.

Conditions to be met prior to the issuance of permits:

- 42. Four sets of paper plans with any required revisions incorporated shall be submitted to the Planning Department for signature of the Commission. The Director of Planning may require Mylars.
- 43. The applicant shall also submit final plans as approved by the Commission in a digital format compatible with the Enfield Geographic Information Systems Electronic Submittals Ordinance.
- 44. A pre-construction meeting between the applicant, site contractors, project engineer and Town Staff shall be held.
- 45. Any required certificates and/or approvals from State or Federal agencies (i.e. CT-DOT, DEEP, Army Corps of Engineers) shall be obtained by the applicant and reported to the Planning and Zoning Commission file. Any changes to the plans required by such entities may require a plan modification from the Enfield Planning and Zoning Commission.

Conditions which must be met prior to the Issuance of a Certificate of Compliance:

- 46. Complete as-built plans certified to Class A-2 accuracy shall be submitted prior to the issuance of any certificates of zoning compliance. The as-built plan shall also contain a certification by a Professional Engineer that they have inspected the site improvements and that they have been installed in accordance with the approved plans. Any deviations or omissions must be noted.
- 47. The design professional who prepared the approved PZC architectural drawings, shall provide as-built drawings with a certification that they have complied with approved plans. Any changes need to be noted on the plans and a list of changes submitted.
- 48. No Certificate of Occupancy or other final approval may be issued until the Zoning Enforcement Officer has signed off on the final work. When minor site work cannot be completed because of weather or other pertinent reason, a conditional approval may be issued for a period not to exceed 180 days, providing satisfactory surety shall be posted with the Town

of Enfield in an amount sufficient to complete the site work and with surety acceptable to the Town of Enfield.

49. A request for final project review and certificate of zoning compliance must be made to the Planning Department not less than 10 days before a Certificate of Occupancy or other final approval is requested from the Building Official.

Note: The Conditions of Approvals do not take the place of other requirements found in the Town Codes, Regulations, and Application Instructions.

REFERENCE PLANS

Site Plan - "74 Palomba Drive, Enfield, CT" Dated 6/25/20

"Proposed Floor Plans" – Prepared by Alford Associates, Inc, Civil Engineers dated 12/19/86

Parcel 4 prepared for Robert D. Smyth

Votes: 7-0-0

- c. **SPR# 1831** – 74 Palomba Drive – Site Plan Review application to create a permanent outside dining area on the property known as 74 Palomba Drive. Dimitris Patestos, Applicant; Map 056/ Lot 0025; BR Zone.

Dimitris Patestos, 8 Theodore Street, addressed the Commission. He stated that he would like to have outdoor seating as it is the only way the business will be able to survive due to the virus.

Chairman Nelson asked if there will be full time staff working in the restaurant, to which Mr. Patestos replied that there will.

Chairman Nelson asked if there will be live entertainment, to which Mr. Patestos replied that there will not.

Commissioner Higley asked if there would be liquor served on the outside deck; Mr. Patestos replied that there will not.

Commissioner Higley asked if there will be a railing around the raised deck, to which Mr. Patestos replied that there will.

Commissioner Alaimo stated that there is a bar in the restaurant and he would like it clarified whether there will be alcohol served outside. Mr. Patestos stated that there will be no bar outside but they would like to serve alcohol. Commissioner Higley stated that a liquor permit issue would have to be a Special Use Permit, which Ms. Pacacha confirmed. Commissioner Higley stated that the applicant can still get approved tonight and come back for the liquor at a later date.

Motion: Commissioner Szewczak made a motion, seconded by Commissioner DeGray, to approve SPR# 1831.

The motion passed with a 7-0-0 vote.

WHEREAS, the Enfield Planning & Zoning Commission has received an application for the addition of a permanent seasonal outdoor dining at 74 Palomba Drive; Map 056 // Lot 0025; Business Local Zone; and

WHEREAS, the Commission held a regular meeting on July 23, 2020; and

WHEREAS, the addition of a permanent seasonal outdoor dining area will have no adverse effect on the surrounding neighborhood and is consistent with the Plan of Conservation and Development; and

WHEREAS, the addition of a permanent seasonal outdoor dining area conforms to the requirements of the Enfield Zoning Regulations;

NOW THEREFORE BE IT RESOLVED;

RESOLVED, the Enfield Planning & Zoning Commission hereby approves SPR #1830 for the conversion of three retail spaces into one and the change of use from retail use to restaurant use at 74 Palomba Drive; Map 056 // Lot 0025: Business Local (BL) Zone.

General Conditions:

1. This approval is for the specific use, site, and structure identified in the application. Any change in the nature of the use, site, or the structure will require new approvals from the Enfield Planning and Zoning Commission.
2. This approval does not include signage permits.
3. There is to be no exterior sheet metal venting pipes visible from the street.
4. Exterior mechanicals and electricals are to be boxed and screened.
5. This project shall be constructed and maintained in accordance with the referenced plans.
6. A building permit for the construction of facilities as approved must be obtained within 24 months of approval or this approval shall be rendered null and void, unless an extension is granted by the Commission.
7. All construction authorized by this approval shall be completed within five (5) years or this approval shall be considered null and void, unless an extension is granted by the Commission.
8. By acceptance of this permit and conditions, the applicant and owner acknowledge the right of Town staff to periodically enter upon the subject property for the purpose of determining compliance with the terms of this approval.

Site Specific Conditions:

9. Adequate self-closing trash receptacles must be provided, and the restaurant is responsible for cleanup of all trash generated from the outdoor dining (including the restaurant site and surrounding areas).
10. No outside audio systems are permitted
11. In addition to required parking for indoor seating, outdoor dining requires one parking space for every 4 seats.
12. All tables, chairs, trash receptacles, etc., shall be removed at the end of each outdoor dining season.

Conditions to be met prior to signing of plans:

13. All plans submitted for signature shall bear the seal and live signature of the appropriate professional(s) responsible for the preparation of the plans.
14. The application number shall be displayed on the plans in or near the Title Block area.
15. A copy of the approval letter and conditions shall be incorporated into the final plans submitted for signature, preferably located on the cover sheet or first sheet of the plan set.
16. A list outlining how the conditions of approval have been met shall be submitted along with final plans submitted for signature.
17. A list outlining all changes to the plans shall be submitted along with final plans submitted for signature. The list should cite the sheet number where each change has been made.
18. The conditions of this approval shall be binding on the applicant, landowners, and their successors and assigns.

Conditions to be met prior to the issuance of permits:

19. The applicant shall post a separate bond for Erosion and Sediment Control submitted in the form of cash or certified check, pledged to the Town, in an amount to be determined by the Town Engineer and the Director of Planning.
20. Four sets of paper plans with any required revisions incorporated shall be submitted to the Planning Department for signature of the Commission. The Director of Planning may require Mylars.
21. The applicant shall also submit final plans as approved by the Commission in a digital format compatible with the Enfield Geographic Information Systems Electronic Submittals Ordinance. A pre-construction meeting between the applicant, site contractors, project engineer and Town Staff shall be held.
22. Any required certificates and/or approvals from State or Federal agencies (i.e. CT-DOT, DEEP, Army Corps of Engineers) shall be obtained by the applicant and reported to the Planning and Zoning Commission file. Any changes to the plans required by such entities may require a plan modification from the Enfield Planning and Zoning Commission.

Conditions which must be met prior to the Issuance of a Certificate of Compliance:

23. Complete as-built plans certified to Class A-2 accuracy shall be submitted prior to the issuance of any certificates of zoning compliance. The as-built plan shall also contain a certification by a Professional Engineer that they have inspected the site improvements and that they have been installed in accordance with the approved plans. Any deviations or omissions must be noted.
24. The design professional who prepared the approved PZC architectural drawings, shall provide as-built drawings with a certification that they have complied with approved plans. Any changes need to be noted on the plans and a list of changes submitted.
25. No Certificate of Occupancy or other final approval may be issued until the Zoning Enforcement Officer has signed off on the final work. When minor site work cannot be completed because of weather or other pertinent reason, a conditional approval may be issued for a period not to exceed 180 days, providing satisfactory surety shall be posted with the Town of Enfield in an amount sufficient to complete the site work and with surety acceptable to the Town of Enfield.
26. A request for final project review and certificate of zoning compliance must be made to the Planning Department not less than 10 days before a Certificate of Occupancy or other final approval is requested from the Building Official.

Note: The Conditions of Approvals do not take the place of other requirements found in the Town Codes, Regulations, and Application Instructions.

REFERENCE PLANS

Site Plan - "74 Palomba Drive, Enfield, CT" Dated 6/25/20

"Proposed Floor Plans" – Prepared by Alford Associates, Inc, Civil Engineers dated 12/19/86
Parcel 4 prepared for Robert D. Smyth

Votes: 7-0-0

Other Business

- a. General Discussion of Regulations and Procedures – Review of Request for Proposals for Plan of Conservation & Development and Zoning Regulation Updates

Ms. Whitten stated that Gomen & York are the consultants that they decided to go with and explained why this was the best choice. Commissioner Szewczak stated that all of the applications were good but they made the correct decision.

Chairman Nelson asked if the consultants will report back to the Commission in incremental stages, to which Commissioner Szewczak replied that they will.

Correspondence

Ms. Pacacha stated that they have a lot of applications coming in and she hopes they can have some special meetings in August to keep things moving.

Commissioner's Correspondence

Commissioner Higley stated that the paper packets are much easier to go over than on the computer. Chairman Nelson agreed and requested that Commissioners be allowed to pick up packets at the town hall. Discussion took place regarding how to make the packets easier for the Commissioners to obtain and use, with the Commission ultimately requesting delivery of the packets.

Town Planner Report

Ms. Whitten showed the Commission how to access all of the meeting documents and how to get into meetings on the town website.

Ms. Whitten stated that they are trying to get a study on Freshwater Brook watershed to see if any flood prevention measures are feasible. She stated that they are about to start the CRCOG corridor study, and due to cost it has been narrowed down to just around the mall area.

Ms. Whitten stated that the Farmer's Market starts on July 26, 2020, and that the community gardens are sold out. Chairman Nelson asked who the winning board was for the donation contest, to which Pacacha replied that it was the Planning and Zoning Commission.

Chairman Nelson asked if they had gone to the High Street Bridge at the walkaround for Freshwater Brook. Ms. Whitten stated that they did not, as they were focusing around the mall area. Chairman Nelson stated that in 2005 it was deemed that the High Street Bridge was the

choke point which caused all of the flooding. He stated that the High Street Bridge needs to be replaced with a larger flow or it will continue to flood. Ms. Whitten stated that this is a full watershed study so they will be looking at the main trunk as well as all of the tributaries.

Commissioner Alaimo suggested that they also focus on the culvert under 91, which he said is a problem in addition to High Street.

Administrative Approval Report

- a. **SPR# 1834** – 10 Lego Way – Administrative Approval application to install a full height partition to create two tenant spaces on the property known as 10 Lego Way; Rock Ridge Realty LLC, Owner; Scott Grodsky, Applicant Representative; Map 075/ Lot 0104; I-1 Zone.

Scott Grodsky, 534 Pinewood Drive, Longmeadow, stated that they have a Special Use permit to do some exterior work, paving, and add some doors. He stated that they are looking to add a full-height demising wall down the middle of the building to split it for two tenants.

Chairman Nelson asked about the use for the new space. Mr. Grodsky stated that the space is for a fabrication shop and warehouse, and it is split evenly between warehouse space and a shop to cut and join pipe. He stated that this was always the use and it is an allowed use, and that the added tenant is going to be a warehouse.

Commissioner Higley asked if they will have a lease with Advanced Auto and for how long, to which Mr. Grodsky replied that they have a five-year lease at this point. Commissioner Higley asked how the Planning Department would know once the lease is up that the next tenant is an allowable use. Ms. Whitten stated that anytime a new business comes in, they are supposed to register their name with the Town Clerk's office and the Building Department. She stated that re-tenanting is part of business and Staff can go check on the businesses to ensure they are allowed uses. Discussion took place as to whether new businesses register their names with the Planning Department.

Motion: Commissioner Szewczak made a motion, seconded by Commissioner DeGray, to approve SPR# 1834.

The motion passed with a 7-0-0 vote.

General Conditions:

1. This approval is for the specific use, site, and structure identified in the application. Any change in the nature of the use, site, or the structure will require new approvals from the Enfield Planning and Zoning Commission.
2. This approval does not include signage permits.
3. There is to be no exterior sheet metal venting pipes visible from the street.
4. Exterior mechanicals and electricals are to be boxed and screened.
5. This project shall be constructed and maintained in accordance with the referenced plans.
6. A building permit for the construction of facilities as approved must be obtained within 24 months of approval or this approval shall be rendered null and void, unless an extension is granted by the Commission.
7. All construction authorized by this approval shall be completed within five (5) years or this approval shall be considered null and void, unless an extension is granted by the Commission.

8. By acceptance of this permit and conditions, the applicant and owner acknowledge the right of Town staff to periodically enter upon the subject property for the purpose of determining compliance with the terms of this approval.

Site Specific Conditions:

9. The outdoor storage racks for pipes located on the proposed bituminous paved area on the south side of the building must be shown on the final plans.

Conditions to be met prior to signing of plans:

10. All plans submitted for signature shall bear the seal and live signature of the appropriate professional(s) responsible for the preparation of the plans.
11. The application number shall be displayed on the plans in or near the Title Block area.
12. A copy of the approval letter and conditions shall be incorporated into the final plans submitted for signature, preferably located on the cover sheet or first sheet of the plan set.
13. A list outlining how the conditions of approval have been met shall be submitted along with final plans submitted for signature.
14. A list outlining all changes to the plans shall be submitted along with final plans submitted for signature. The list should cite the sheet number where each change has been made.
15. The conditions of this approval shall be binding on the applicant, land owners, and their successors and assigns.

Conditions to be met prior to the issuance of permits:

16. Four sets of paper plans with any required revisions incorporated shall be submitted to the Planning Department for signature of the Commission. The Director of Planning may require Mylars.
17. This approval will become effective upon the filing of a Special Use Zoning Certificate signed by the Commission Secretary on the Land Records by the applicant. Such certificate must be filed within 120 days of approval by Commission. Proof of such filing shall be in the file prior to the issuance of any permits.
18. The applicant shall also submit final plans as approved by the Commission in a digital format compatible with the Enfield Geographic Information Systems Electronic Submittals Ordinance.
19. The applicant shall post a bond for Site Restoration in an amount to be determined by the Town Engineer and the Director of Planning.
20. The applicant shall post a separate bond for Erosion and Sediment Control submitted in the form of cash or certified check, pledged to the Town, in an amount to be determined by the Town Engineer and the Director of Planning.
21. A pre-construction meeting between the applicant, site contractors, project engineer and Town Staff shall be held.
22. Any required certificates and/or approvals from State or Federal agencies (i.e. CT-DOT, DEEP, Army Corps of Engineers) shall be obtained by the applicant and reported to the Planning and Zoning Commission file. Any changes to the plans required by such entities may require a plan modification from the Enfield Planning and Zoning Commission.

Conditions which must be met prior to the Issuance of a Certificate of Compliance:

23. Complete as-built plans certified to Class A-2 accuracy shall be submitted prior to the issuance of any certificates of zoning compliance. The as-built plan shall also contain a certification by a Professional Engineer that they have inspected the site improvements and that they have been installed in accordance with the approved plans. Any deviations or omissions must be noted.

24. The design professional who prepared the approved PZC architectural drawings, shall provide as-built drawings with a certification that they have complied with approved plans. Any changes need to be noted on the plans and a list of changes submitted.
25. No Certificate of Occupancy or other final approval may be issued until the Zoning Enforcement Officer has signed off on the final work. When minor site work cannot be completed because of weather or other pertinent reason, a conditional approval may be issued for a period not to exceed 180 days, providing satisfactory surety shall be posted with the Town of Enfield in an amount sufficient to complete the site work and with surety acceptable to the Town of Enfield.
26. A request for final project review and certificate of zoning compliance must be made to the Planning Department not less than 10 days before a Certificate of Occupancy or other final approval is requested from the Building Official.

Note: The Conditions of Approvals do not take the place of other requirements found in the Town Codes, Regulations, and Application Instructions.

PH# 2934 – REFERENCED PLANS:

1/7 “Proposed Expansion of Driveway and Loading Area”, 10 Lego Way, Enfield, Connecticut 06082; Cover Sheet with Location Map, Parking Table, Sheet Index and Zoning Table; Scale for Location Map: 1” = 1,000’; Prepared by Megson, Heagle and Friend, 81 Rankin Road, Glastonbury, Connecticut 06033. Prepared for Rock Ridge Realty, LLC, Enfield, Connecticut 06082. Dated: December 19, 2018.

2/7 “Boundary Map” – Scale: 1” = 40’

3/7 “Boundary Plan” – Scale: 1” = 40’

4/7 “Grading, Drainage and Site Plan” – Scale: 1” = 40’

5/7 “Erosion and Sedimentation Control Plan” – Scale: 1” = 40’

6/7 “General Notes and Details” – Scale: None

7/7 “Erosion and Sedimentation Notes and Details” - Scale: None

Votes: 7-0-0

- b. **SPR# 1832** – 83 Freshwater Boulevard- Site Plan Review application to install a new exterior concrete patio with a metal fence on the property known as 83 Freshwater Boulevard. Mercury Realty Company, Owner; Hot Table LLC, Applicant; John Devole, Applicant Representative; Map 056/Lot 0030; BL Zone.

Ms. Pacacha stated that the temporary outdoor dining patio is approved, and they would like to make it permanent. Commissioner Higley asked for clarification on how many chairs and tables, which Ms. Pacacha replied that it is four tables and sixteen chairs.

Commissioner Alaimo asked if there is something in place to allow them to work with restaurant owners so they do not have to go out of business. Chairman Nelson stated that this would normally be administratively approved.

Motion: Commissioner Szewczak made a motion, seconded by Commissioner DeGray, to approve SPR# 1832.

The motion passed with a 7-0-0 roll call vote.

Votes: 7-0-0

Applications to be Received

Ms. Pacacha stated that Staff is working with Powder Hollow Brewery on their outdoor dining patio, and they are also working on the Lake Overlay District regulation update.

Opportunities/Unresolved Issues

- a. Discussion – Combining Planning & Zoning Commission and the Inland Wetlands & Watercourses Agency

Ms. Whitten stated that Deb McCarthy is researching how the Commissions got split in the first place and hopefully they will get an answer soon.

Adjournment

Motion: Commissioner DeGray made a motion, seconded by Commissioner Higley, to adjourn.

The motion passed with a 7-0-0 vote.

Votes: 7-0-0

Prepared by: Elizabeth Bouley

Respectfully Submitted,

Richard Szewczak, Secretary