GRISWOLD PLANNING & ZONING COMMISSION
PUBLIC HEARING AND REGULAR MEETING MINUTES
JANUARY 13, 2020
TOWN HALL – FIRST FLOOR MEETING ROOM

SALUTE TO THE FLAG

Chairman Martin McKinney asked all present to stand for the Pledge of Allegiance.

I.  PUBLIC HEARING (6:45 P.M.)

1.  Call to Order

   Chairman M. McKinney called the Public Hearing to order at 6:50 P.M.

2.  Roll Call

   Present: Martin McKinney, Courtland Kinnie, Erik Kudlis, Robert Parrette, Dave Bennett, Jacob Valentine, Peter W. Zvingilas, Recording Secretary Kate Lacasse
   28 Interested people
   Absent: None

3.  Determination of Quorum

   Chairman M. McKinney determined a quorum of the Commission was seated.

4.  Matters Presented for Consideration

A.  Application ZC 01-20, Mark Grillo, 11 Williams Drive - Applicant is requesting approval to Re-zone the property from R-60 to C- Commercial, pursuant to Section 4 of the Griswold Zoning Regulations.

   - Applicant Mark Grillo stated he was present. M. Grillo stated he’s requesting approval to re-zone his property from Residential to Commercial. The property is located at 11 Williams drive on Route 164. M. Grillo distributed a section of a map, stating that the majority of Route 164 is zoned commercial, except for a small development in which his property is located. M. Grillo stated the town is currently working to bring in commercial business, and generate revenue. M. Grillo stated he has no immediate plans for the lot, it’s currently vacant. I’m trying to determine what he can do with the lot in the future.

   - Chairman M. McKinney asked M. Grillo if the property abutters have been properly notified. M. McKinney stated the green certified mailing receipts must be submitted for the record.
- M. Grillo stated he sent letters to abutting property owners were sent certified mail and an abutters list was submitted to the office. M. Grillo stated he does have the green certified mailing receipts (mailing cards weren’t submitted).

- Chairman M. McKinney asked the applicant for the dimensions of the property, and if the lot meets the criteria of a commercial zone. M. McKinney stated that at the December 09, 2019 meeting the commission requested a detailed site plan. M. McKinney stated he doesn’t feel the application is complete due to the lack of site plan.

- M. Grillo stated the lot would have a 30’ buffer in the rear of the property, and along Williams drive. As far as dimensions of a future building, I don’t have that information.

- M. McKinney stated for an application of this type the normal procedure is to submit a site plan, showing exact measurements of the property, and a proposed structure.

- M. Grillo stated he does meet the criteria for a zone change.

- E. Kudlis stated the application isn’t a typical application for a zone change and would like to proceed with the Public Hearing.

- P. Zvingilas asked if the Town Planner reviewed the application.

- Secretary to the Town Planner, Kate Lacasse stated yes, the applicant met with the Town Planner when submitting the application. New documents haven’t been submitted for review.

- Chairman M. McKinney opened the hearing for public comment.

- Attorney Stuart Norman, 19 Slater Ave, stated, the post mark on the certified mailing notice is dated January 07, 2020. It’s my understanding the applicant is supposed to notify abutters at least 10 days prior to the public hearing. S. Norman stated he also has a protest against the zone change, signed by more than 20% of the neighboring property owners. S. Norman submitted a copy of a map showing the homes that would be impacted by the zone change, a map of the subdivision, copies of the subdivision deed, the deed showing the properties can only be used for residential purposes.

- Gail Rooke-Norman 270 Bethel Road, I come before the commission as a concerned citizen and as a former Planning and Zoning commission member. G. Norman voiced her concerns with the application, stating through all of the public hearing I have sat through, I remember the citizens of Griswold wanting to preserve the rural non urban nature of the community. Yes, they want commercial development, but located within certain areas.

- Dave Vieux, 59 Leha Ave stated he thinks it’s unreasonable for the applicant to expect the commission approve the application without out a proper plan.

- Ed Burdick, 764 Voluntown Road stated he doesn’t rise in support or protest of the application. I would like to ask, is the application is permissible by the Griswold Zoning Regulations.

- Chairman M. McKinney stated yes, with the proper documents the application is permissible. M. McKinney stated the application is incomplete, the map that was submitted is inadequate, and the property abutter weren’t notified within 10 days of the Public Hearing.
• C. Kinnie read a portion of the Griswold Zoning Regulations that states the process of notifying abutters.

• M. Grillo submitted a letter withdrawing his application.

• **MOTION:** C. Kinnie made a motion, which was seconded by J. Valentine to close the Public Hearing at 7:27 P.M. The motion passed unanimously.

I. **REGULAR MEETING (7:29 P.M.)**

1. **Roll Call**

   **Present:** Martin McKinney, Erik Kudlis, Courtland Kinnie, Robert Parrette, Dave Bennett, Jacob Valentine, Peter W. Zvingilas, Recording Secretary Kate Lacasse
   **Absent:** None
   **4 Interested people**

2. **Determination of Quorum**

Chairman M. McKinney determined a quorum of the Commission was seated.

3. **Election of Officers**

   A. **Chairman** – Nominations for Chairman

   • **MOTION:** E. Kudlis made a motion, which was seconded by R. Parrette, to nominate Martin McKinney as Chairman. The motion passed unanimously, with M. McKinney abstaining.

   B. **Vice Chairman** – Nominations for Vice Chairman

   • **MOTION:** M. McKinney made a motion, which was seconded by R. Parrette to nominate Courtland Kinnie as Vice Chairman. The motion passed unanimously, with C. Kinnie abstaining.

   C. **Secretary** – Nominations for Secretary

   • **MOTION:** R. Parrette made a motion, which was seconded by C. Kinnie, to nominate Jacob Valentine as Secretary. The motion passed unanimously with J. Valentine abstaining.

4. **Approval of Minutes**

   A. **Approval of the Minutes of the Public Hearing and Regular Meeting held on December 09, 2019.**

   • Chairman M. McKinney asked if there were any corrections and/or omissions. Hearing none a motion was made.

   • **MOTION:** E. Kudlis made a motion, which was seconded by C. Kinnie to approve the minutes of the Public Hearing and Regular meeting held on December 09, 2019. The motion passed with unanimously.

5. **Correspondence** - None
6. **Matters Presented for Consideration**

A. **Application ZC 01-20, Mark Grillo, 11 Williams Drive** - Applicant is requesting approval to Re-zone the property from R-60 to C- Commercial, pursuant to Section 4 of the Griswold Zoning Regulations.

   - M. Grillo submitted a letter withdrawing his application

B. **SUB 01-20 H&M Holdings & Michael Roberts, Roode Road, Griswold, CT**. Requesting approval for a 10-lot subdivision consisting of 56.63 acres. The property is zoned R-60.

   - Certified Soil Scientist and Planner Damian Sorrentino of Boundaries, LLC stated Section 3.3 of the Griswold Subdivision regulations require a Public Hearing for any subdivision with an excess of 5 lots, were proposing 10 lots. We’re here this evening to ask that the commission accept the application and set a public hearing for the February meeting.

   - **MOTION:** E. Kudlis made a motion, which was seconded by R. Parrette to set a Public Hearing for application SUB 01-20 on February 10, 2020 at 6:30 P.M. The motion passed unanimously.

7. **Old Business**

   A. **Discussion Regarding Short Term Rentals** - None

8. **New Business** - None

9. **Report from the Zoning Enforcement Officer** – None

10. **Any other business that may properly come before this Commission** - None

11. **Adjournment**

   - Chairman M. McKinney asked for a motion to adjourn the meeting.

   - **MOTION:** C. Kinnie made a motion, which was seconded by R. Parrette to adjourn the meeting at 7:41 P.M. The motion passed unanimously.

Respectfully Submitted,  
Kate Lacasse  
Recording Secretary