Salute to the Flag

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

1. Public Hearing (6:30 P.M.)

1. Call to Order

Chairman M. McKinney called the Public Hearing to order at 6:30 P.M.

2. Roll Call

Present: Martin McKinney, Charlotte Geer, Peter W. Zvingilas, Erik Kudlis, Jim Krueger, Town Planner Mario Tristany, Zoning Enforcement Officer Jack Cipriano, Recording Secretary Kate Lacasse

6 Interested people

Absent: Frank Imperto and Courtland Kinnie, John Michels

3. Determination of Quorum

Chairman M. McKinney appointed P. Zvingilas to sit for C. Kinnie. It was determined a quorum of the Commission was seated.

4. Matters Presented for Consideration

A. ZC 02-19 Amending Section 11.18 of the Griswold Zoning Regulations Entitled: Accessory Apartments.

- Town Planner M. Tristany submitted proof of notification. A Legal Notice was posted in the Norwich Bulletin on February 07, 2019 and March 07, 2019.

- Town Planner M. Tristany stated notification of application ZC 02-19 was sent to Town Clerks of Lisbon, Plainfield, Preston, Canterbury and North Stonington. M. Tristany stated notification was sent to SECOG and NECOG. The office received response from SECOG and the Town of Lisbon, both in support of the amended regulation.

Town Planner Mario Tristany stated the proposed regulation changes are as follows:
ADOPTED AMENDMENTS TO SECTION 11.18
OF THE
GRISWOLD ZONING REGULATIONS
REGARDING
ACCESSORY APARTMENTS

Text shown with a “Strike Thru” (addition to a single-family) is Existing Removed Text.
Text shown in Bold Black Italic Text (shall be attached to) is the New Adopted Text.

11.18 Accessory Apartments. The purpose of this section is to provide an arrangement that is entirely contained within a single-family dwelling for a set of rooms to be used as a separate living facility where family members are related by blood and/or marriage to the occupants of the principal single-family dwelling can reside in privacy and independence while still being close to relatives for assistance when needed. (6/26/92) (3/11/19)

11.18.1 An accessory apartment may permitted by the Zoning Enforcement Officer when the following conditions are met: (6/26/92)

a. Only one accessory apartment may be created within a the single-family dwelling or an addition to a single-family dwelling or an addition to such single-family dwelling which shall be attached to the primary single-family dwelling by at least one common wall to the single family dwelling. The accessory apartment shall be accessed by a common entrance that is used by the principal single-family dwelling. The minimum floor area of an accessory apartment shall be 450 square feet and shall not exceed forty percent (40%) of the total floor area of the single-family dwelling. Electrical service for the accessory apartment shall be from the existing principal dwelling’s electrical panel. (3/11/19)

b. The owner(s) of the single-family dwelling in which an accessory apartment is created shall occupy at least one of the dwelling units as their permanent domicile, except for bona fide temporary absences. (3/11/19)

c. The design of the accessory apartment shall conform to all applicable standards of the State of Connecticut health, building and fire codes.

d. Required off-street parking shall be 1-1/2 spaces for the single-family dwelling and 1-1/2 spaces for the accessory apartment.

e. Accessory apartments shall not be located within any detached garage or other accessory building. Connection to the principal single-family dwelling by any covered porch, breezeway, basement, or any similar non-habitable construction does not constitute an acceptable shared common wall to qualify for an accessory apartment. (3/11/19)

f. The accessory apartment and the principal dwelling shall be occupied by persons related to each other through marriage, blood, or adoption. (3/11/19)

11.18.2 Application for an accessory apartment shall be made in a form prescribed by the Zoning Enforcement Officer and shall be accompanied by the following: (6/26/92) (3/11/19)

a. An affidavit signed by the applicant, confirming that he or she is the owner-occupant of the principal, single-family dwelling and indicating the name(s) and relationship(s) of the intended occupant(s) of the accessory apartment. (3/11/19)
b. A floor plan of the building indicating the dimensions and areas of all rooms and clearly showing the locations, accesses and common wall interconnection(s) (if any) of the primary dwelling and the accessory apartment. (3/11/19)

c. A report from the Griswold Sanitarian the governing health department indicating that the existing and/or proposed water supply and sewage disposal systems will adequately serve the proposed use. Evaluation of the sewage disposal system shall be according to Section 19-13-B100, as amended, as well as any other appropriate sections of the Public Health Code of the Connecticut Department of Health Services. (3/11/19)

11.18.3 The effective period of a permit shall be five years. At the end of this time period, the property shall be inspected by the Zoning Enforcement Officer prior to the renewal shall being granted by the Zoning Enforcement Officer and the filing of an application under this section shall constitute authorization by the owner for such inspection at reasonable times and upon reasonable notice. upon certification from The owner shall certify in writing that all of the conditions met at the time of the original application remain unchanged. It shall be the responsibility of the owner-occupant to renew the permit. (6/26/92) (3/11/19)

11.18.4 Purchasers of homes that have had permits for accessory apartments who want to continue the use must obtain an approval from the Zoning Enforcement Officer by demonstrating that all conditions prerequisite to obtaining the original permit will continue to be met. (6/26/92)

Approved Accessory Apartment approvals shall be filed on the Griswold Land Records. (3/11/19)

• Chairman M. McKinney asked for public comment.

• Dave Vieaux 59 Lehua Ave. stated he feels the amendment to the current regulation is an improvement.

• Edward Burdick 764 Voluntown Rd. stated he has one concern, 1st responders should be aware of an accessory apartment, for emergency purposes.

• The commission discussed enforcement of the regulation.

• Chairman M. McKinney asked if the public had any further comments or questions.

• MOTION: C. Geer made a motion, which was seconded by J. Krueger to close the Public Hearing at 7:30 P.M. The motion passed unanimously.

I. REGULAR MEETING (7:00 P.M.)

1. Roll Call

Present: Martin McKinney, Charlotte Geer, Peter W. Zvingilas, Erik Kudlis, Jim Krueger, Town Planner Mario Tristani, Zoning Enforcement Officer Jack Cipriano, Recording Secretary Kate Lacasse
Abscent: Frank Imperto and Courtland Kinnie, John Michels
6 Interested people

2. Determination of Quorum
Chairman M. McKinney appointed P. Zvingilas to sit for C. Kinnie. It was determined a quorum of the Commission was seated.

3. **Approval of Minutes**

   B. **Approval of the Minutes of the Regular Meeting held on February 11, 2019.**

   - Chairman M. McKinney asked if there were any corrections and/or omissions.
   - C. Geer stated on page 2, item 6, bullet 3, A. John should be corrected to A. Johnson.
   - **MOTION:** C. Geer made a motion, which was seconded by E. Kudlis to approve the minutes of the Regular meeting minutes held on February 11, 2019 with the above mentioned correction. The motion passed with J. Krueger and M. McKinney abstaining.

4. **Correspondence - None**

5. **Matters Presented for Consideration**

   A. **Application ZC 02-19 to Amend Section 11.18 of the Griswold Zoning Regulations Entitled: Accessory Apartments.**

   - **MOTION:** E. Kudlis made a motion, which was seconded by C. Geer to approve application ZC 02-19 to Amended Section 11.18 of the Griswold Zoning Regulations with an effective date of April 1, 2019. The motion passed with P. Zvingilas voting no.

6. **Report from the Zoning Enforcement Officer**

   A. **10 Ruth Avenue** – Property is in violation of Section 11.12 Refuse Disposal.

   - Property is now in compliance.
   - Thank you to Planning and Zoning Commission member John Michels for donating his time and resources to help the property owner of 10 Ruth Ave.

   B. **1585 Glasgo Road** – Property is in violation of Section 11.12 Refuse Disposal/ Junk.

   - Working to set up a meeting with ZEO and property owner to resolve the ongoing disposal/Junk issue.

   C. **177 Sheldon Road** – Property is in violation of Section 11.20 Storage Containers.

   - The shed on the property has been moved and now meets the setbacks. The storage container Zoning Permit was issued on February 11, 2019 and will expire on May 11, 2019.

   D. **45 Myrtle Road** - Property Owners are in violation Section 11.18 Accessory Apartments.

   - Property owners are in violation of Section 11.18 Accessory Apartments. Property owner has been notified via certified mail.

   E. **37 Edwards Ave** – Property is in violation of section 11.12 Refuse disposal and Section 11.17 Unregistered Motor Vehicles.

   - Property remains in violation.

7. **Any other business that may properly come before this Commission**
A. Reuse of Spectrum Powder Coating – 1131 Voluntown Road.

- Town Planner M. Tristany stated Nicholas Ciccarelli submitted a letter to obtain permission of reuse for the Spectrum Powder Coating property at 1131 Voluntown Road. The Primary use will be an auto body repair shop with an occasional automobile sale. N. Ciccarelli proposes to construct a fence in the rear of the building to store the vehicles that will be repaired; vehicles will not be stored in the front of the building.

- M. Tristany stated N. Ciccarelli has yet to obtain a letter of permission from the current property owner to come before the Commission. N. Ciccarelli has asked for this discussion to be continued at the April 08, 2019 Regular meeting.

8. Adjournment

- Chairman M. McKinney asked for a motion to adjourn tonight's meeting.

- C. Geer made a motion, which was seconded by J. Krueger to adjourn the meeting adjourned at 7: 15 P.M. Motion passed unanimously.

Respectfully Submitted,
Kate Lacasse
Recording Secretary