



TOWN OF OLD SAYBROOK
Planning Commission

*Thomas R. Cox, Chairman
Paula S. Kay, Vice Chairman
Robert D. Missel, Secretary
Kathleen A. Sugland
Mark M. Patterson*

302 Main Street
Old Saybrook, Connecticut 06475

oldsaybrookct.gov

Douglas S. McCracken, Alternate

REGULAR MEETING MINUTES
Wednesday, November 18, 2020 at 7:00 P.M.
via teleconference

I. **CALL TO ORDER**

The Vice Chairman called the teleconference to order at 7:00 p.m.

II. **ROLL CALL**

Present: T. Cox, P. Kay, D. McCracken (sitting for R. Missel), K. Sugland, M. Patterson

Absent: R. Missel

III. **REGULAR BUSINESS**

A. **Minutes**

MOTION to approve the minutes of the 9/02/20 meeting; MADE by K. Sugland; SECONDED by P. Kay; VOTING IN FAVOR: Cox, Sugland, Patterson, Kay, McCracken; OPPOSED: None; ABSTAINING: None; **APPROVED** 5-0-0.

B. **Correspondence**

Two letters from resident disapproving the “Navarro” subdivision.

The Commission discussed correspondence from Carl Fortuna about the Town Affordable Housing Plan, Residential Section of the Plan of Development and reformatting of the Plan of Development into one document and a proposal from CHA consultants to assist with the plan. The Commission tabled the matter until the next meeting and asked for CHA to attend the meeting for a brief presentation.

C. **Committee, Representative & Staff Reports**

P. Kay reported that the Inland Wetlands Commission had no new reports.

T. Cox asked the committee if they received the draft from the Regional Planning Committee regarding their development of a regional plan of conservation and development. The committee confirmed they received the draft.

C. Cox emailed out the information on the town winning the Sustainable CT silver award. Also forwarded model motions to do in the future. Correspondence sent for an

annual legal review with Attorney Halloran & Sage after elections. Committee agreed to schedule the review with Attorney Halloran & Sage in January.

IV. NEW BUSINESS

A. 2021 Meeting Calendar

MOTION to approve the 2021 Meeting Calendar; MADE by M. Patterson; SECONDED by K. Sugland; VOTING IN FAVOR: Cox, McCracken, Kay, Sugland, Patterson; OPPOSED: None; ABSTAINING: None; **APPROVED** 5-0-0.

B: Election of Officers

MOTION to postpone the Election of Officers until the January 6, 2021 Meeting; MADE by P. Kay; SECONDED by K. Sugland; VOTING IN FAVOR: Cox, McCracken, Kay, Sugland, Patterson; OPPOSED: None; ABSTAINING: None; **APPROVED** 5-0-0.

V. REFERRALS

- A. **“Daniels Propane”** Application for Special Exception Use for contractor business/storage yard and to construct 7,800 s.f. office/warehouse building with outside storage areas for the bulk storage of 60,000 gallons of propane gas.

103 Mill Rock Road East, Map 39/ Lot 13, Industrial I District

Owner: Javco Holdings, LLC Applicant: Daniels Propane, LLC Agent: Attorney Edward M. Cassella

ACTION: Consider per Town Plans; report on consistency to ZC for 12/21/2020 p.h.

Action is to consider per Town Plans; report on consistency to ZC for 12/21/2020 p.h. Atty Edward M. Casella representing Daniels Propane. The lot in question is on the Fortune Plastics property which is located at 103 Mill Rock Road East. Proposal is for Daniels Propane to purchase the lot and use it for Daniels Energy. There will be a 7,800 square foot building, office, garage and two 30,000 propane tanks on the southern part of the property. Daniels Propane is based in Portland and has a small location in Deep River as well as an office in Essex. Looking to consolidate these three areas into the one Old Saybrook site. There's a landscape plan along Mill Road Road East that will provide buffering on the east, west and south side of Fortune Plastics. Owners, Bob and Daniel, live in Old Saybrook and Westbrook. Mark P. asked if everything is compliant with town plans and ordinances. Atty Casella answered yes. In addition, the Fire Marshall, Peter Terenzi, was consulted about the propane tanks and storage and has sent a favorable amendment. The property is 600 feet back from Route 1.

MOTION to recommend approval “Daniels Propane” Application for Special Exception Use for contractor business / storage yard and to construct 7,800 s.f. office/warehouse building with outside storage areas for the bulk storage of 60,000 gallons of propane gas. Owner: Javco Holdings, LLC Applicant: Daniels Propane, LLC Agent: Attorney Edward M. Cassella; MADE by P. Kay, SECONDED by M. Patterson, VOTING IN FAVOR: Cox, Patterson, Sugland, Kay, McCracken; OPPOSED: None; **APPROVED** 5-0-0.

VI PUBLIC HEARING

- A. “Navarro” Application for Subdivision of Land & Coastal Site Plan Review – 2 Lot (1 ac.) 48 Cromwell Place (Map 32/Lot 21). Residence AA-2 District
 Applicant: Jack B. Navarro Agent: Attorney Edward M. Cassella
ACTION: Open public hearing, close by 12/16/2020 (NLT 12/22/2020)

Chairman opened the public hearing. Atty Edward M. Casella present and representing Jack B. Navarro. Application for subdivision is 48 Cromwell Place. The land is 1 acre in size. The owner is looking to divide the property into two parcels. The first property would be 20,000 square feet and the 2nd would be a little over 23,000 square feet. The subdivision meets all zoning regulations. Mark P. asked if the subdivision was compliant with zoning regulations. Atty Casella responded yes. The owners have removed the pool and part of the garage to ensure it is in compliance. The existing driveway will remain and serve the rear house, the existing house will have a new driveway installed. Mark P. asked if there were any objections from zoning. Atty Casella stated no and the Health District has approved. Atty Casella did not need zoning approval. The Chairman received a memo from CT DEEP that provided coastal site plan comments. The memo noted that there should be roof run off to minimize damage to the wetlands. J. Wren (engineer for the property) made the recommendation of the condition to add stormwater infiltration for the 1st inch of water run-off for the new lot as well as adding a dry well. T. Cox expressed concerns over trees on the property. Atty Casella clarified that only one tree is on the property, all the other trees are on either Saybrook land or the neighboring property. None of those trees would be touched. There are no wetlands on the property, there is more than 100 feet between the property and the wetlands. The property is not within the flood zone. D. McCracken asked if the open space report was part of the application. Atty Cassella answered that open space regulations relate to larger subdivisions and does not apply to this one. Public hearing ended. C. Costa reminded T. Cox he sent out correspondence on 10/08/2020 regarding the responses from the four referrals, including the Health District.

MOTION to recommend approval “Navarro” Application for Subdivision of Land & Coastal Site Plan Review-2 Lot (1 ac.) with condition to add stormwater infiltration for the 1st inch of water run-off for the new lot to address DEEP comments. 48 Cromwell Place (Map 32/Lot 21), Residence AA-2 District. Applicant: Jack B. Navarro Agent: Attorney Edward M. Casella MADE by T. Cox; SECONDED by D. McCracken; VOTING IN FAVOR: Cox, Sugland, Kay, McCracken; OPPOSED: M. Patterson **APPROVED** 4-1-0.

VI. ADJOURNMENT

MOTION to adjourn the Planning Commission public meeting of November 18, 2020 at 8:22 p.m. to the next regular meeting on Wednesday, December 2, 2020 at 7:00 P.M. via Zoom Meeting: Public Zoom Link: <https://zoom.us/j/95698333313?pwd=NndIRm1lenJPS0JBcDVyaHhtMERDQT09> teleconference Dial: 929 436 2866 US, Meeting ID: 956 9833 3313; or One tap mobile: +19294362866,,96382281249#

Respectfully submitted,

Christeen Gilman