



TOWN OF OLD SAYBROOK
Zoning Commission

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www.oldsaybrookct.org

Robert C. Friedmann, Chairman
Mark R. Caldarella, Vice Chairman
Geraldine M. Lewis, Secretary
Ann Marie Thorsen
Madeleine B. Fish

Alternate Members
Michael P. Cianfaglione
Joanne Gadon
Justin Terribile

REGULAR MEETING MINUTES
Monday, December 17, 2018 – 7:00 P.M.
Town Hall, 302 Main Street
1st Floor Conference Room

I. **CALL TO ORDER 7 P.M.**

II. **ROLL CALL**

Attendant Members

Robert Friedmann
Mark Caldarella
Geraldine Lewis
Ann Marie Thorsen
Joanne Gadon

Absent Members

Madeleine Fish
Michael Cianfaglione
Justin Terribile

Attendant Staff

Christina Costa, Zoning Enforcement Officer
Margaret Paccione, Recording Clerk

There were 2 people in the audience.

III. **REGULAR BUSINESS**

A. **MINUTES**

MOTION to accept the regular meeting minutes of December 3, 2018 as presented
MADE: R. Friedmann **SECONDED:** G. Lewis **VOTING IN FAVOR:** R. Friedmann, G. Lewis, M. Caldarella, A. M. Thorsen, J. Gadon **ABSTAINING:** None.
OPPOSED: None. **APPROVED:** 5-0-0.

B. **CORRESPONDENCE**

MOTION to approve payment of Halloran and Sage Invoice #11281226, dated December 13, 2018 in the amount of \$573.50. **MADE:** G. Lewis **SECONDED:** J. Gadon **VOTING IN FAVOR:** R. Friedmann, G. Lewis, M. Caldarella, A. M. Thorsen, J. Gadon **ABSTAINING:** None. **OPPOSED:** None. **APPROVED:** 5-0-0.

MOTION to approve payment of Halloran and Sage Invoice #11281227, dated December 13, 2018 in the amount of \$1628.00. **MADE:** G. Lewis **SECONDED:** J. Gadon **VOTING IN FAVOR:** R. Friedmann, G. Lewis, M. Caldarella, A. M. Thorsen, J. Gadon **ABSTAINING:** None. **OPPOSED:** None. **APPROVED:** 5-0-0.

IV. CONTINUED PUBLIC HEARINGS

- A. **“McDonald’s Restaurant” Application** for Modification to Special Exception for façade renovation, site improvements & signs.
1061 Boston Post Road, Map 28/Lot 15, Restricted Business B-3 District, Pedestrian Node, Coastal Area Management Zone.
Applicant/Owner: McDonald’s Corporation 6/46
Agent: Jeff Bord, P.E.
ACTION: Request to continue public hearing and extend.

McDonald’s agreed to a full extension of 65 days in order to meet with ARB at its next regularly scheduled meeting on January 14, 2019 accompanied by their architect, and will then meet with ZC at the regularly scheduled meeting on January 23, 2019.

MOTION to continue public hearing for **“McDonald’s Restaurant” Application** for Modification to Special Exception for façade renovation, site improvements & signs to the regularly scheduled meeting on Monday, January 23, 2019 to allow applicant to meet with ARB on January 14, 2019. **MADE:** R. Friedmann **SECONDED:** G. Lewis **VOTING IN FAVOR:** R. Friedmann, G. Lewis, M. Caldarella, A.M. Thorsen, J. Gadon **ABSTAINING:** None. **OPPOSED:** None. **APPROVED:** 5-0-0.

- B. **“Off-Site Parking” Petition to Amend the Old Saybrook Zoning Regulations**
To permit off-site parking for permitted principal uses in the Industrial I District, Shopping Center Business B-2 District, and the Marine Industrial District by Special Exception.
Petitioners: 923 Boston Post Road, LLC; LAB Realty, LLC; Max’s Place, LLC; McDonald/ Sharpe & Associates, LLC; Mill Meadow Development, LLC; Mill Rock Road Leasing, LLC; Kevin Geenty, Allen Hull, Anthony Izzo & Ron Lyman
Agent: Attorney David M. Royston
ACTION: Continue or close by 12/17/2018 (NLT 12/23/2018)

Attorney David Royston presented for the Petitioners and gave a brief summary of the discussion and points made at the last meeting. He summarized Attorney Branse’s review comments dated 12/7/18 and distributed copies of these to the Commission, and followed with a Summary of Final Amended Off-Site Regulation dated 12/10/18.

Some conditions may allow pervious surfaces for employee and overflow parking. Attorney Royston used Max’s Place as an example where the wooded area was approved for 129 reserved parking spaces but has been left in its natural state.

A.M. Thorsen pointed out several typographical errors in the text, and the Commission agreed that a number of interpretations needed clarification. R. Friedmann asked if parking would be surface parking at grade ground level open to the sky and Attorney Royston responded, “Yes.” “Entry” is interpreted as where sidewalk or pavement is proposed for pedestrians to get on to the lot. “Overflow” interpretation is above and beyond minimum requirements. M. Caldarella asked about signage and how it would relate to principal use and is then limited. Attorney Royston responded that signage would have to be discussed and would be subject to all regulations. Signs would be needed to designate which spaces are for what uses, principal or elsewhere. R. Friedman noted that it was probable that additional

signage would be required, but was not a part of this application.

A variety of examples of principal and off-site parking facilities were discussed and was noted that regulations do not cover overnight parking. This specific parking usage application pertains only to Old Saybrook and will not cross town lines. Concerns about off-site parking sites that cross major routes were brought up and Attorney Royston suggested referral from the traffic authority. J. Gadon questioned easements and Attorney Royston responded that as long as primary use has need for parking it will be permanently recorded on Land Records that parking is tied to property.

MOTION to close public hearing “Off-Site Parking” Petition to Amend the Old Saybrook Zoning Regulations to permit off-site parking for permitted principal uses in the Industrial I District, Shopping Center Business B-2 District, and the Marine Industrial District by Special Exception **MADE:** R. Friedmann **SECONDED:** G. Lewis **VOTING IN FAVOR:** R. Friedmann, G. Lewis M. Caldarella, A.M. Thorsen, J. Gadon **ABSTAINING:** None. **OPPOSED:** None. **APPROVED:** 5-0-0.

The Commission entered into deliberation. R. Friedmann expressed concerns with reserved parking being offsite and read the definition which states that it is required to be in the same lot. This application proposes that 50% of onsite parking could be offsite which could create parking problems, as there is no limit to the number of sites for offsite spaces as long as they are 1000 ft. from entrance to site. Regulations require snow storage; where will that be and when will remote lot be plowed? Will there be more surfaces with no additional landscaping? How will all of these sites be kept track of in Land Use Records? The Commission discussed various uses, regulations and languages, and made several points with regard to the difficulty of enforcement and the tracking of special exemptions on multiple lots.

MOTION to approve petition amended by special exception for “Off-Site Parking” Petition to Amend the Old Saybrook Zoning Regulations to permit off-site parking for permitted principal uses in the Industrial I District, Shopping Center Business B-2 District, and the Marine Industrial District by Special Exception **MADE:** R. Friedmann **SECONDED:** G. Lewis **VOTING IN FAVOR:** G. Lewis, A.M. Thorsen, J. Gadon **ABSTAINING:** None. **OPPOSED:** R. Friedmann, M. Caldarella **APPROVED:** 3-0-2. Text adopted effective January 7, 2019.

V. PUBLIC HEARINGS

- A. **“Indigo Properties, LLC”** Application for Modification to Special Exception Permit #14-219 to convert 725 s.f. of first floor professional office use to 350 s.f. of retail space and 375 s.f. of fulfillment/storage area for Hope & Stetson Sweater Company. 40 Elm Street (Map 36/Lot 109) Central Business B-1 District, Pedestrian Node
Applicant: Indigo Properties, LLC. Agent: Joseph Wren, P.E.
ACTION: Open public hearing; continue or close by 1/7/2019 (NLT 1/20/2019)

J. Gadon recused herself and exited the meeting at 8:35 p.m.

Joe Wren greeted the Commission and introduced Attorney Ed Cassella, Joe Wollack, and Bob Lorrie, owner of Hope & Stetson Sweater Company, all of whom accompanied him this evening. He submitted a letter from the Old Saybrook Chamber of Commerce in support of his application, and then shared an updated floor plan of the professional space. He made it

clear that the space would not be used as a store front, and would primarily be the company business office. He said he visited several local businesses, and shared photos of those businesses with the Commission showing that counters were used to separate use. He shared that there will be directional signage indicating a front entrance for customers and a separate entrance for employees. Mr. Lorrie addressed the Commission and explained the business to be conducted, which in addition to being the business office, would include the fulfillment of curated gift bags and personalizing items with a monogramming machine.

R. Friedmann noted that according to regulations, based on its size, it is only allowed for up to three persons to be working at this site. He said the Statement of Use needs to be updated to include number of employees, expected occupancy and visits daily, hours of operation, and designated employee parking, with an accounting of square footage for allocated spaces per use. Mr. Wren summarized the floor plan, and stated that trash collection would be adequate and that screens have been installed to cover up the collection barrels. Parking is adequate as well.

Joe Wollack addressed the Commission and spoke in favor of the improved property and the new business coming into it. There have been no other referrals received other than that from the Chamber of Commerce.

MOTION to close the Public Hearing for “**Indigo Properties, LLC**” Application for Modification to Special Exception Permit #14-219 to convert 725 s.f. of first floor professional office use to 350 s.f. of retail space and 375 s.f. of fulfillment/storage area for Hope & Stetson Sweater Company **MADE:** R. Friedmann **SECONDED:** G. Lewis **VOTING IN FAVOR:** R. Friedmann, G. Lewis, M. Caldarella, A. M. Thorsen **ABSTAINING:** None. **OPPOSED:** None. **APPROVED:** 4-0-0

The Commission entered into deliberation and agreed that the Statement of Use must be updated to reflect the number of employees on site, business hours, estimated daily visits by customers, limit of truck deliveries and pick-ups to one per day, and include an allocation of floor space per use. ZEO Chris Costa discussed signage for the property with the Commission in order to guide applicant and will do more research on regulations

MOTION to approve “**Indigo Properties, LLC**” Application for Modification to Special Exception Permit #14-219 to convert 725 s.f. of first floor professional office use to 350 s.f. of retail space and 375 s.f. of fulfillment/storage area for Hope & Stetson Sweater Company with the condition that the Statement of Use is updated to include the following:

- 1) Maximum of three full time employees assembling per 31.5 sq. ft.
- 2) Visits on a daily basis be limited to 1 per day for truck deliveries; estimate is maximum of five customers daily Monday thru Friday and seven customers on Saturdays.
- 3) Business hours Monday thru Saturday 10 A.M. thru 6 P.M.
- 4) How many sq. ft. of ground floor space allocated per use, and which uses are listed as permitted in the parking regulations.
- 5) Designated employee parking spaces on plan will show as the three previous spots.

MADE: R. Friedmann **SECONDED:** G. Lewis **VOTING IN FAVOR:** R. Friedmann, G. Lewis, A. M. Thorsen **ABSTAINING:** M. Caldarella **OPPOSED:** None. **APPROVED:** 3-1-0

VI. **COMMITTEE, REPRESENTATIVE & STAFF REPORTS**

ZEO reported that she was clearing up applications and getting them in order for the new year. There is currently no new business for the first meeting of 2019.

VII. **ADJOURNMENT**

MOTION to adjourn the regular meeting at 9:25 p.m. to the next regularly scheduled Zoning Commission meeting on Monday, January 7, 2019 at 7:00 p.m. at Town Hall, 302 Main Street, 1st Floor Conference Room, Old Saybrook. **MADE:** G. Lewis
SECONDED: R. Friedmann **VOTING IN FAVOR:** R. Friedmann, G. Lewis, M. Caldarella, A.M. Thorsen, **ABSTAINING:** None. **OPPOSED:** None. **APPROVED:** 4-0-0.

Respectfully Submitted,

Margaret Paccione
Recording Clerk

NEXT REGULAR MEETING
Monday, January 7, 2018 at 7:00 P.M.
Town Hall, 1st Floor Conference Room
302 Main Street, Old Saybrook

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