



TOWN OF THOMPSON

Planning & Zoning Commission

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Minutes – Planning and Zoning Commission Special Meeting Tuesday, February 23, 2021, 7:00 PM Zoom Meeting

Tyra Penn-Gesek is inviting you to a scheduled Zoom meeting.

Topic: PZC Subcommittee - Subdivision Regs
Time: Feb 23, 2021 07:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/89672314001?pwd=bEtqWWVnbUFUekZqN3VZa3lwMWhjQT09>

Meeting Recording:

<https://us02web.zoom.us/rec/share/8cqoelgbhd71F8EMdjeEqtzDB00bPL31Kp4YnFeDNf5gUDla12xuuoMP2FygmhWE.GKsf33GvpvVcTvFh>

Access Passcode: Q!Lv3S.J

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1. Call to Order, by John Lenky in the absence of Jose[h Paodi-Brown
John Lenky Alvan Hill Michael Krogul
Dave Poplawski Brian Santos Randy Blackmer
Alvan Hill
Absent: Missy Desrochers, Robert Werge Sr., Christopher Nelson, Charlene Langlois, Christine Chatelle, Joseph Parodi-Brown,
Staff Present: Cindy Dunne, ZEO; Tyra Penn-Gesek, Planner, Gloria Harvey, Recording Secretary

2. Review and Discussion of Subdivision Regulations
Article II – Definitions
Unless the context clearly indicates a different meaning, for the purposes of this regulation, the following words and terms shall be defined as follows:

ADT/Average Daily Traffic

The average number of cars, per day, that pass over a given point.

Abutting Owner

The owner of a property as indexed at the time of application with a contiguous boundary with the property being subdivided and/or with parallel frontage on the other side of the Town, State, or private road.

Revised Definition Abutting Owner

The owner of a property sharing a contiguous boundary with the subject property or with parallel frontage on the other side of a Town, State, or private road or shared driveway. Commissioners agreed to replace the original language with this paragraph.

Agriculture

In accordance with Section 1-1(g) of the Connecticut General Statutes, as amended, shall mean the cultivation of the soil, dairying, forestry, raising or harvesting any agricultural or horticultural cultivation of the soil, dairying, forestry, raising or harvesting any agricultural or horticultural commodity, including the raising, shearing, feeding, caring for, training and management of livestock including horses, bees, poultry, fur-bearing animals and wildlife, and the raising or harvesting of oyster, clams, mussels, and other molluscan shellfish; the operation, management conservation, improvement or maintenance of a farm and its buildings, tools, and equipment or salvaging, timber or cleared land or brush or other debris left by a storm, as an incidental oyster, clams, mussels, and other molluscan shellfish; the operation, management conservation, improvement or maintenance of a farm and its buildings, tools and equipment, or salvaging, timber or cleared land or brush or other debris left by a storm, as an incidental use to such farming operations; the production or harvesting of maple syrup or maple sugar, or any agricultural commodity, including lumber, as an incident to ordinary farming operations or the harvesting of mushrooms, the hatching of poultry, or the construction, operation, or maintenance of ditches, canals, reservoirs or waterways used exclusively for farming purposes; handling, planting, drying, packing, packaging, processing, freezing, grading, storing, or delivering to storage or to market, or to a carrier for transportation to market, or for direct sale any agricultural or horticultural commodity as an incident to vegetables for market or for direct sale. The term "farm" includes farm buildings and accessory buildings thereto; nurseries, orchards, ranges, greenhouses, or other structures used primarily for the raising and, as an incident to ordinary farming operations, the sale of agricultural or horticultural commodities. The term "aquaculture" means farming of the waters of the state and tidal wetlands and production of protein food, including oysters, clams, mussels, and other molluscan shellfish, on leased, franchised, or public underwater farm lands.

Applicant

Any person, firm, corporation, partnership, association, or appointed agent having an interest in a parcel of land and who applies to the commission for approval of a subdivision of such land.

Revised Definition Applicant

Any person, firm, corporation, partnership, association, or appointed agent having an interest in a parcel of land and who applies to the commission for approval of a subdivision of such land. Written consent shall be required from the owner of record of the premises. If the applicant is not the owner.

Application

The forms, maps, texts, reports and supporting data required by these Regulations ~~and~~ by applicants proposing a subdivision or re-subdivision.

Area of Special Concern

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Land areas where soil conditions or topography require additional attention in the design of subsurface and sewage disposal systems as identified by the Connecticut Public Health Code, as amended.

As-Built Plans

Plans, including the site development plan, a grading plan, and a construction plan, showing any modifications or changes made including those made during construction.

Board of Selectmen

The Board of Selectmen of the Town of Thompson, Connecticut

Bond

A deposit in a specified amount as determined by the Commission.

Buffer Strip

A strip of land, identified on a site plan or by a zoning ordinance, established to protect one type of land use from another. A parcel of land unoccupied by building, structures, or pavements either maintained as a grass area and/or planted with trees/shrubs or left in its natural state.

Building

Any structure having a room and intended for shelter, housing, or enclosure of persons, animals, or materials. Any other structure more than six ~~(6)~~ **7** feet high shall be considered as a building, excluding an electric transmission line or an electric light, telephone or telegraph pole, radio to TV antenna, highway or railroad bridge, or flagpole.

Revised Definition

Any structure having a roof and intended for shelter, housing or enclosure of persons, animals or materials. The connection of two or more buildings by means of a porch, breezeway, passageway carport of other roofed structure

Certification

A signed, written approval by the Planning and Zoning Commission or its designated agent, **confirming** that a plan complies with the applicable requirements of these regulations.

Certification of Occupancy

A document issued by the Town allowing the occupancy or use of a building and certifying that the structure or use has been constructed and will be used in compliance with all applicable codes, ordinances, and regulations.

Municipal Building

815 Riverside Drive, PO Box 899, No. Grosvenordale, CT 06255-0899

Telephone (860) 923-9475

Collector Street

A street or road which carries traffic from local streets to primary streets and arterial highways, including the principal entrances to developments and streets for circulation within such developments. Collector streets shall be designed in accordance with the standards set forth in the "Connecticut Department of Transportation Highway Design Manual", latest edition, for Rural Collector Roads, New Construction.

Commercial Use

Activity involving the sale of goods or services carried out for profit.

Commission

The Planning and Zoning Commission of the Town of Thompson, Connecticut.

Cul-de-sac

A road that shall have only one entrance from another Town approved or State road, or a road posted as "no outlet" which may or may not include a turnaround. The outlet from the cul-de-sac road shall be the same as the entrance. A cul-de-sac road shall not have any other intersecting road(s) for the entire length of the road other than its entrance/outlet. A cul-de-sac road cannot exceed 1,000 feet from the centerline of the intersecting street to the center of the turnaround. A cul-de-sac road shall not provide exclusive frontage to more than twelve (12) proposed or existing building lots. The turnaround portion of a proposed cul-de-sac shall contain a teardrop shaped island.

Revised Language Cul-de-sac

A road that shall have only one intersection with another right of way. The outlet from the cul-de-sac road is the same as the entrance. A cul-de-sac shall not have any other intersecting road(s) for the entire length of the road other than its entrance/outlet. A cul-de-sac road cannot exceed 1,000 feet from the centerline of the intersecting street to the center of the turnaround. A cul-de-sac road shall not provide exclusive frontage to more than twelve proposed or existing building lots. A cul-de-sac is distinct from any other dead-end street in having a turnaround at the closed end. Within the Town of Thompson cul-de-sacs may only be proposed as private roads or shared driveways. Tyra will follow up with Attorney Roberts.

Date of Receipt

When the application is received by the Planning & Zoning Commission at its regularly scheduled meeting.

Revised Definition Date of Receipt

When the application is received by the Planning and Zoning Commission.

Dead End Street

Synonymous with "cul-de-sac" as previously defined.

Revised Definition Dead End Street

A street having only one intersection with another right of way. A dead-end street may or may not also be a cul-de-sac. Within the Town of Thompson, dead-end streets may only be proposed as private roads or shared driveways. Definition will be tied to cul-de-sac.

Developer

Synonymous with “applicant” as previously defined.

Development

Any construction or grading activities to improved or unimproved real estate, and includes but is not limited to the installation of required improvements and the disturbance of land related to the construction of a structure, installation of appurtenant utilities, and access from the existing or proposed public right of way.

Disturbed Area

An area where the ground cover is destroyed or removed, leaving the land subject to accelerated erosion.

Driveway

A private roadway providing ingress & egress to a public roadway.

Revised Definition Driveway

An access onto or an egress from an approved Town street.

Dwelling

A building or part of a building which contains living, sleeping, housekeeping accommodations, and sanitary facilities for occupancy by one or more families individual residents.

Easement

A right, established in deed or other legal means, of one party to use a designated portion of the second party’s land for a specific and limited purpose.

Eastern Connecticut Conservation District

Formerly the Windham County Soil and Water Conservation District established under section (a) of section 22a-315 of the General Statutes.

Erosion

The detachment and movement of soil or rock fragments or by the wearing away of the land surface by water, wind, ice, or gravity.

Excavation

Shall mean the severance from the earth’s surface or removal from the ground of soil, loam, sand, gravel, clay, rock, topsoil, or any other earth material.

Final Subdivision Plan

The final subdivision layout, plans, and all required supporting data that is presented to the Commission for approval.

Flood Plain

The relatively flat area adjoining rivers and other large bodies of water, not normally covered by water; during peak flow, a water course overflowing its normal banks will temporarily spread through this area. The following related terms are used in these Regulations:

- Base Flood (100 Year Flood): A flood having a one percent chance of being equaled or exceeded in any given year.
- Base Flood Elevation: The particular elevation of the base flood as specified on the Flood Insurance Rate Map of the Town of Thompson.
- Floodway: The channel of a river or other watercourse and the adjacent land area that must be reserved in order to discharge the base flood without cumulatively increasing the water surface elevation more than 1.0 foot anywhere in Thompson; the regulated floodway is delineated on the Flood Boundary and Flood Insurance Rate map of the Town of Thompson.
- Special Flood Hazard Areas: Zones delineated on the map entitled "FIRM: Flood Insurance Rate Map, Town of Thompson, Connecticut, Windham County" prepared by the Federal Emergency Management Agency."

Frontage

The boundary of a lot abutting a public street.

Revised Definition Frontage

The boundary of a lot abutting a public street or an approved right of way.

Impervious Surface

Any material that substantially reduces or prevents infiltration of stormwater into previously undeveloped land. Impervious surfaces shall include all bituminous or concrete pavement.

Revised Definition Impervious Surface

An area of a lot that has been altered in such a way as to be impenetrable by surface water. Such surfaces include, but are not limited to roofs, paved areas, (roads, driveways, parking lots, sidewalks, patios and swimming pools).

Improvement

Any change to the existing conditions of the subdivision site for the purpose of complying with these regulations or rendering the site more suitable for development and/or habitation. As used in these regulations, improvements include, but are not limited to: construction and installation of roadway, paved streets, curbs, gutters, sidewalks, utilities, street signs, monuments, shade trees, drainage facilities, erosion and sedimentation control measures, fire ponds, sewer and water systems, buildings, earth filling or removal, seeding, and grading.

Inspection

The periodic review of the construction of a subdivision.

Landscaping

A component of a subdivision or re-subdivision plan on which is shown: proposed landscape species (such as number, spacing, size at the time of planting, and planting details); proposals for the protection of existing vegetation during and after construction; proposed treatment of hard and soft surfaces; proposed decorative features; grade changes; buffers and screening devices; and any other information that can reasonably be required in order that an informed decision can be made by the Commission.

Local Street

A street or road used primarily for access to abutting property.

Lot

The unit or units into which land is divided with the intention of offering such units for sale, lease, conveyance or transfer; either as undeveloped or developed sites; regardless of how they are conveyed. Lot shall also mean parcel, site or any similar term.

Lot, Buildable

A buildable lot shall meet the minimum size, frontage and net buildable area for the zoning district in which it is located, and meet all applicable health and safety requirements.

Lot, Frontage

That portion of a lot extending along a street line.

Lot, Interior

A lot not containing the minimum road frontage generally required under these regulations but conforming to all specific area and dimensional requirements for this type of lot. Minimum lot size shall contain 150% of the land required for the underlying zone.

Revised Definition Lot, Interior

A lot that lies behind a separately existing lot, therefore not having the minimum road frontage generally required by these regulations, but otherwise conforming to all specific area and dimensional requirements for the district in which it is located. An interior lot may share a driveway with the lot behind which it is located, or it may have a separate driveway.

Maintenance Bond

A deposit in a specified amount as determined by the Commission

NDDH

Northeast District Department of Health.

Net Buildable Area

The total contiguous lot area, excluding the following:

- 1). areas of slopes in excess of twenty-five (25%) percent
- 2). areas defined as inland wetlands or watercourses by the Thompson Inland Wetlands and Watercourses Regulations, including established buffer areas
- 3). ledge outcrops
- 4). Special Flood Hazard areas and Floodways
- 5). areas encumbered by Easements

Revised Definition-Net Buildable Area

#2 strike including established buffer areas and replace with 50% of the upland review area.

#4 Add area of in front of special

Open Space

Land set aside for parks, playgrounds, active or passive recreation, or conservation purposes, on any subdivision plan and not including unbuilt land on any lot. Open Space shall be dedicated in a location approved by the Planning & Zoning Commission and regulated in accordance with applicable provisions of these regulations.

Revised Definition Open Space

Add to above definition after regulations "The designation and purpose of the open space shall be noted on the subdivision mylars.

Owner

A person or persons having title to a parcel of real property.

Passive Solar

A dwelling specifically designed to use natural and architectural components to collect and store mechanical power.

Revised Definition

A dwelling or structure designed to use natural and architectural components to collect and store solar energy without the use of external mechanical action. Passive solar in the creation or supplement of hot water ay use a mechanical means to facilitate the movement of water to and from solar panels. energy without using any external mechanical power.

Performance Bond

A deposit in a specified amount, as determined by the Commission, amounting to the estimated cost to complete the public improvements required for an approved subdivision.

Person

Includes corporations, partnerships, firms, associations, or any other entity. Strike {erspm

Pervious Surface

An area which permits the direct infiltration of at least thirty (30%) percent of all stormwater into the ground and does not create a point source of runoff greater than seventy (70%) percent.

Plan of Conservation and Development (PoCD)

The Plan of Conservation and Development is a ~~master plan~~ **guidance document** for the most desirable use of land for residential, recreational, commercial, industrial, and other purposes. The PoCD contains the Commission's recommendations for population density, streets and other public ways, municipal development, public utilities, public housing and redevelopment pursuant to Chapter 126 of the General Statutes of Connecticut, as amended.

Primary Street (or Arterial Highway)

A street or road used primarily for heavy volumes of traffic or high vehicle speeds.

Revised Definition-Primary Street

A public right of way with an ADT count of 7.

Private Street

All streets not formally accepted by the Town.

Revised Definition

An access way to one or more privately owned properties which has not been dedicated and accepted by the Town. Such access ways are not maintained by the Town. The Town shall have right of way.

Public Improvements

Any improvement, facility, or service together with its associated site or right of way necessary to provide transportation, drainage, utilities, or similar essential services and facilities and that are usually owned and operated by a governmental agency.

Revised Definition Public Improvements

Any improvement facility or service proposed by the applicant for conveyance to and acceptance by the Town together with its associated site or right of way necessary to provide transportation drainage utilities of similar essential service and facilities and that are usually owned and operated by a government agency.

Recordable

A plan or other document of such form, material and size as to be suitable for filing or recording in the office of the Town Clerk in compliance with Connecticut General Statutes, as amended and any regulations adopted pursuant thereto.

Residential Access Street

Any street or highway that provides frontage for access to lots, and carries traffic having destination or origin on the street itself, and designed to carry the least amount of traffic at the lowest speed. Residential access streets shall be designed to convey an ADT between 100 and 250. Each half of a loop street may be classified as a single residential access street, but the total traffic volume generated on the loop street should not exceed 500 ADT, nor should it exceed 250 ADT at any point of traffic concentration. A residential access street shall conform to the design criteria and cross section of these regulations.

Municipal Building

815 Riverside Drive, PO Box 899, No. Grosvenordale, CT 06255-0899

Telephone (860) 923-9475

Residential Lane

Any street or highway that provides frontage for access to lots and carries traffic having destination or origin on this street itself, and designed to carry no more than 100 vehicles per day. A residential lane street shall conform to design criteria and cross section for a "residential access street" of these regulations.

Residential Sub-collector Street

Any street or highway that provides frontage for access to lots, and carries traffic of adjoining residential access streets. Sub-collectors shall be designed to convey an ADT between 250 and 500. Each half of a loop sub-collector may be classified as a single sub-collector street, but the total traffic volume conveyed on the loop street should not exceed 1,000 ADT, nor should it exceed 500 ADT at any point of traffic concentration. A residential sub-collector street shall conform to the design criteria and cross section of these regulations.

Needs separate definition

A residential collector street is designed to carry somewhat higher traffic volumes with traffic limited to motorists having origin or destination within the immediate neighborhood. Is not intended to interconnect adjoining neighborhoods or subdivisions and should not carry regional through traffic.

Re-subdivision

A change in a map of an approved or recorded subdivision or re-subdivision if such change:

- a) affects any street layout shown on such map
- b) affects any area reserved thereon for public use
- c) diminishes the size of any lot shown thereon and creates an additional building lot, if any of the lots shown thereon have been conveyed after the approval of recording of such map. Tyra will update.

Right of Way

- a) That portion of land which is made available for the construction of roadway, ditches, drainage structures, and utility lines, and is to be conveyed to the Town in the case of a proposed town road or conveyed to an Association charged with maintenance of such right of way in the case of a private road. The form and content of the instrument of conveyance shall be subject to the approval of the Town Attorney at the option of the Commission.
- b) The parcel of land between street property lines, which are defined as the limits of land dedicated, secured, or reserved for public transportation uses.
- c) A narrow strip of land used to gain access to a parcel of land that does not otherwise have access to a street right of way. Right of way is owned in fee by the party having the right to use it.
- d) A legally cognizable right belonging to a party to pass and repass on and over land of another for ingress and egress. Such right can arise by easement of deed, by judicial interpretation, or by common law or statute.

Secondary Use

A use in addition to a primary or accessory use. A secondary use is only allowed when specifically authorized under these regulations. Strike this

Sediment

Solid material, either mineral or organic, that is in suspension, is transported or had been moved from its site of origin by erosion.

Single Family Dwelling

A building which is a single residential unit in which the habitable area shall be physically interconnected; and that is serviced by a single set of utilities e.g. electricity, public water and sewer, private well and septic, etc.

Revised Definition Single Family Dwelling

A dwelling which is a single residential unit in which the habitable area shall be physically interconnected and that is serviced by a single set of utilities e.g. electricity, public, water, and sewer, private well and septic, etc.

Slope

The deviation of a surface from the horizontal, usually expressed in percent or degrees.

Soil

Any unconsolidated mineral or organic material of any origin.

Soil Erosion and Sediment Control Plan

A scheme that minimizes soil erosion and sedimentation resulting from development and includes, but is not limited to, a map and a narrative.

Soil Types

The classification of soils in a development as defined and explained in the Soil Survey of Windham County, Connecticut, Soil Conservation Service, as amended.

Soils Map

A map indicating the names and spatial distribution of soil types on a site including information relating to soil characteristics, such as slope, depth to seasonal high water, depth to bedrock, permeability, natural drainage class, stoniness, and stream and overflow hazard consistent with data prepared by the United States Department of Agriculture - "Soil Survey of Windham County, Connecticut."

Solar Orientation

The south wall of a structure being shade free 75% of the time from 9:00 AM to 3:00 PM on December 21st of each year. Tyra will research.

Stabilization

Structural or vegetative treatment applied to an area in order to prevent soil erosion.

Stormwater Detention

A provision for storage of stormwater runoff and the controlled release of such runoff during and after a flood or storm.

Street

Avenue, boulevard, road, lane, highway, or any other thoroughfare between taking lines or right of way lines which provides a principal means of access to property, which is improved to allow the safe movement of traffic, and which will handle storm water drainage adequately. New streets must conform with the specifications set forth in the Town of Thompson Road Ordinance.

Street Hierarchy

Shall include the following categories of streets, as determined by the Planning & Zoning Commission and maintained on a list prepared by the Commission and as contained in the Road Design Construction section of these regulations. There are four accepted categories of roads within the Town of Thompson, as defined and described in Appendix A – Road Design and Construction.

Street Plans

Plan(s) of new and/or existing streets, showing existing grades and proposed street profiles, cross-sections, center line data, horizontal and vertical curves, and drainage and utilities data, coordinated by stations, together with such additional information as may be required by the Commission.

Structure

Anything constructed or erected which requires a location on the ground or attached to something having a location on the ground, including walks. Tyra will update.

Subdivider

An applicant for approval of a subdivision or resubdivision plan, who shall be the owner of record of the premises to be subdivided or resubdivided, or who shall have a legal or equitable interest therein, at the time of the Application for approval of such plan.

Subdivision

The division of a tract or parcel of land into three (3) or more parts or lots made subsequent to the adoption of subdivision regulations (adopted 2/3/1969) for the purpose, whether immediate or future, of sale or building development, expressly excluding development of municipal, conservation, or agricultural purposes. Tyra will update.

Subdivision, Conservation

A cluster development, as defined by Section 8-25 & 8-26 of the Connecticut General Statutes and found in Article IV, Section 7 of these regulations, in which the required dimensions under the Thompson Zoning and Subdivision Regulations may be reduced or the purposes of encouraging the preservation of additional open space. Tyra will update.

Trip

A single or one-way vehicle movement to or from a property or study area. "Trips" can be added together to calculate the total number of vehicles expected to enter and leave a specific land use or site over a designated period of time.

Town

Shall mean the Town of Thompson, Connecticut, inclusive of all departments, boards, commissions and agencies.

Town Road

Shall have the following definitions:

- a) Any road listed on the map entitled "Town Roads, Town of Thompson, Connecticut" prepared by the Connecticut Department of Transportation, as may be amended from time to time.
- b) Any historic road which the Board of Selectmen determine is a Town Road according to governing standards.
- c) A road accepted as a Town Road by Town Meeting action.

Use

The purpose or activity for which a piece of land or its buildings is designed, arranged, or intended. Tyra will update.

Yard, Front

The area between the building and the front lot line.

Yard, Rear

The area between the building and the rear lot line, extending the full width of the lot which is opposite from the front yard. In a case of ambiguity, the Commission may designate the rear yard of a lot based on historic precedent and compatibility with surrounding properties.

Yard, Side, Minimum

The area between the side lines of a lot and any building, and extending from the minimum front yard to the minimum rear yard. The minimum side yard includes a minimum for each side.

Watercourses

The term “watercourses” shall have the meaning set forth in the Inland Wetland and Watercourses Regulations of the Town of Thompson, Connecticut.

Wetland

The term “wetland” shall be defined in the Inland Wetland and Watercourses Regulations of the Town of Thompson, Connecticut.

Zoning Enforcement Officer (ZEO)

The Commission’s Zoning Enforcement Officer. Tyra will update.

3. Determine Schedule for Subcommittee Meetings
Tyra will email Commissioners with possible meeting dates.
4. Adjournment
The meeting adjourned at 9:35 by the unanimous consent of the Commissioners.

Respectfully Submitted,

Gloria Harvey

Recording Secretary