



TOWN OF THOMPSON

Planning & Zoning Commission

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Minutes – PZC Special Meeting
Wednesday April 14, 2021 at 7:00 PM
ZOOM Meeting

p. 1 of 4

Topic: PZC Subcommittee - Subdivision Regs

Time: Apr 14, 2021 07:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/88999452814?pwd=WW9vSINDMTZqWlpROTdSZU9HWDBxdz09>

Copy the link below to share this recording with viewers:

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Passcode: K*VK7?xR

1. Call to Order, Roll Call, Seating of Alternates
John Lenky Joseph Parodi-Brown
Alvan Hill Brian Santos
Absent: Missy Desrochers, Robert Werge Sr., Christopher Nelson, Christine Chatelle, Michael Krogul, Randy Blackmer, Charlene Langlois, John Rice, David Poplawski
Staff Present: Tyra Penn-Gesek, Planner, Gloria Harvey, Recording Secretary
2. Review and Discussion of Subdivision Regulations

ARTICLE IV - Requirements for the Subdivision of Land

SECTION 1 - Application Requirements

~~A. Completed Permit Applications should be submitted 10 days prior to the meeting of the Planning & Zoning Commission. This meeting is generally held on the fourth Monday of the month at 7:00 PM. When a Public Hearing is scheduled, the Public Hearing will commence at 7:00 PM. Please check with the Zoning Enforcement Officer to be sure there has not been a change in the meeting date for the month in which you submit your application.~~

~~B. Be sure that your application is complete before submission, including Northeast District Department of Health approval, Conservation Commission review, Inland Wetlands Commission submission, Connecticut Department of Transportation approval, and that all necessary plans and maps are in order. Incomplete applications risk being denied. Fees are not refundable.~~

~~C. Several days after the meeting at which your application has been accepted, you must pick up an abutters list from the Zoning Office. This paper will list all of the abutters to which you must send a letter describing the proposed request that is stated on your application. Your abutters letter must be sent by certified mail, returned receipt requested, at your expense, at least 10 days before the date of the meeting at which your request will be heard.~~

~~D. The Wednesday prior to the scheduled public hearing, your green certified mailing cards (you may not receive all of the green cards back from the Postal Service, therefore the white slips will show your intended notification) and white mailing slips from the certified mailings should be filed in the Zoning Office. No Public Hearing~~

~~can be held without the verification of the intended notification of all abutters on the list.~~

Delete Section 1, A to D – Application Requirements

Change Article 3, Letter K, p. 23 Zoning Regs to read: All applicants or their agents requiring a Public Hearing under the provisions of these regulations shall be responsible to notify owners of property within 500 feet of the proposed subdivision with the submission of any such application to the commission the applicant shall provide a copy of the notice from the applicant to the surrounding property owners. Such notice shall be sent under a certificate of mailing at least 10 days prior to the date of the scheduled Public Hearing.

SECTION 2 - Basic Requirements

- A. ~~No person or other entity shall make a subdivision of land, or sell or offer for sale lots from a subdivision until a plan for such subdivision showing the lots into which such land is to be divided, and the streets already existing or which are to be provided by him for furnishing access to such lots has been approved by the Commission and has been filed or recorded by the Town Clerk. Subdivision plans may not be filed or recorded by the Town Clerk until approved by the Commission; the filing or recording of such plans will be void. Strike A~~
- B. ~~Every subdivider shall be required to follow these regulations and shall be familiar with them and with other proposed and existing developments in the vicinity of his proposed subdivision prior to the preparation of his plan. Strike B~~
- C. ~~No street or utility construction shall be started until a plan for such construction has received either conditional or final approval from the Commission, and been filed with the Town Clerk.~~
- A, B, C, Section 2, Basic Requirements Redundant to Article 1, Section 9, Verse 2. Therefore, combine with Article 1, Section 9, Verse 2 and strike C in Basic Requirements.**

- D. No plan for a subdivision with lots having the required frontage on an impassable, or unimproved, or semi-approved Town Road shall be approved unless the applicant agrees to improve such Town Road at all points along the road which provide the required frontage to lots in the subdivision to the nearest intersection with an improved Town Road, in accordance with Article IV, Section 2 E and J through L of these regulations, as amended or provide reasonable bonding as determined by the Commission.**

Tyra will research Road and Street standards. Not redundant to Appendix A.

- E. Each subdivision plan shall provide for storm water drainage, surface water drainage, sanitary sewage disposal, fire hydrants, fire ponds, and dry hydrants, underground utilities, curbs, walkways, and any other improvements, in amounts and locations considered necessary by the Commission to protect health, safety and general welfare.
- F. Boundaries of inland wetlands and watercourses shall be determined in the field by a certified soil scientist and approved by the Inland Wetlands and Watercourses Agency.

- G. Each lot in a subdivision shall conform to the dimensional requirements for the district in which it is located as defined in the Thompson Zoning Regulations. equal to the minimum lot area for the zoning district in which it is located. In no case shall the requirement for Net buildable Area exceed forty thousand (40,000) square feet. The Commission may waive this requirement for the building polygon when the lots are connected or proposed to be connected to public sewers or a community sewer system for a proposed Conservation Subdivision.**

H. Maintenance of views, historic buildings, monuments and significant landscaping elements shall be encouraged. ~~Every effort shall be made to ensure the preservation and enhancement of natural features, scenic vistas, large trees, and natural cover and contours of the land and other community assets.~~

I. ~~The subdivision plan shall conform to the Zoning Regulations and to the Thompson Plan of Development as adopted by the Commission in accordance with Section 8-23 of the Connecticut General Statutes, as amended.~~

J. New subdivision streets shall have underground utilities. **unless a waiver in writing is obtained from and approved by the Commission.**

K. In order to provide safe and structurally adequate access onto streets, all driveways must conform with the specifications set forth in the Town of Thompson Driveway Ordinance. **Refer to Appendix A, Tyra will look at the Ordinance.**

L. Streets shown on a Record Subdivision Map, approved by the Commission, and fully recorded may not deviate in any line or grade **unless the applicant has submitted and been approved for a revised plan following the procedures for a new subdivision.** ~~In addition, the Commission shall consider what developments have taken place in the said plan, by individuals, in their reliance on its official recordings in the Office of the Town Clerk and whether the granting of the requested change or changes would affect any individual rights acquired there.~~

M. The new subdivision plan shall contain a clear and distinct reference to the former subdivision plan and to the book and page on which it is recorded in the Town Clerk's Office and shall **clearly** show revisions or departures from the original in red ink.

Professional preparing the plan should determine the proper color ink used on the plan. It should be a subset of Section L.

N. ~~The latest edition of State of Connecticut Department of Transportation Standards for Roads, Bridges and Incidental Construction, as amended, is incorporated into these regulations.~~

O. The Commission may require the applicant to prepare an Impact Statement evaluating the effect on the environment and estimated traffic on the site, waste disposal, surface drainage, water supply, and other issues if the Commission feels the community has a significant interest. The Commission may request a report from the State Environmental Review Team (ERT).

Review with Legal Counsel.

P. A narrative may be required by the Commission for all subdivisions with over **three (3)** lots describing the following items in sufficient detail as determined by the Commission: General Description, Vehicular and Pedestrian Circulation, Utilities and Storm Water Drainage, Natural Conditions, Design Factors, Impacts and Phasing.

Q. The new subdivision or resubdivision plan shall conform to Article IX, Section 2, "Aquifer Protection Program" of the Town of Thompson's Zoning Regulations.

~~R. Separating distances, as set forth by the Connecticut Public Health Code for well and septic systems shall be contained within the property lines. There shall be a thirty-seven and a half (37.5) foot side and rear yard setback for wells, septic systems, and reserve areas from all boundaries of the entire parcel being subdivided.~~

3. Adjournment
Unanimous consent to adjourn meeting at 8:48 PM,

Respectfully Submitted,
Gloria Harvey,
Recording Secretary