



TOWN OF PUTNAM

MUNICIPAL COMPLEX

TOWN HALL

200 SCHOOL STREET

PUTNAM, CONNECTICUT 06260

Planning Commission Hybrid Meeting
September 25, 2023, 6:00 P.M.
Conference Room 201 2nd Floor

Agenda:

Call to Order & Roll Call:

Regular Meeting:

1. Review minutes of the August 28, 2023 meeting. VOTE REQUIRED
2. Correspondence:
3. Public Participation:
4. Unfinished Business: VOTE REQUIRED
None
5. New Business: VOTE REQUIRED

CGS Sec 8-24 Referral: Town of Putnam, 20 Dudley Street release of cul-de-sac rights

Meeting Schedule 2024

Other Business: POSSIBLE VOTE REQUIRED

Comments By Commissioners:

Adjournment

Join Zoom meeting.

Topic: Planning Zoom Meeting

Time: Sep 25, 2023 05:45 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us06web.zoom.us/j/86131266295?pwd=GL6jt2RAjWeaXmBAK0JxmIHFNiUqGq.1>

Meeting ID: 861 3126 6295

Passcode: 8sE414

- +1 929 205 6099 US (New York)

Meeting ID: 861 3126 6295

Passcode: 842714

Find your local number: <https://us06web.zoom.us/j/kcMUPCmXYo>

Planning Commission Meeting Minutes
August 28, 2023, 6:00 P.M.
Conference Room 201 2nd Floor

Present: Edward Briere-Chairman, Warren Salvas, Patricia Gilman, Marnie Ciquera

Absent: Robert Greene

Regular Meeting:

Review minutes of the July 24, 2023, meeting.

Motion by Patricia Gilman to approve the minutes as presented, second by Marnie Ciquera. ALL WERE IN FAVOR

Correspondence: None

Public Participation: None

Unfinished Business:

Application 2023-02 Putnam River Road, LLC & 285 River Road, LLC request for an 11 lot Subdivision and Gravel Excavation for properties located at 357 River Road, Town Assessors Map 043, Lot 010, Zoned Agricultural-2 and 285 River Road, Town Assessors Map 043 Lot 005, Zoned Agricultural-2. Development will include the excavation of gravel to create two permanent ponds.

Motion by Patricia Gilman to approve, second by Marnie Ciquera. ALL WERE IN FAVOR.

New Business:

Application 2023-04 Town of Putnam, Proposed Water Line Easement on the property of State of Conn. John Dempsey Regional Center 374-390 Pomfret Street-Town Assessors Map 018, Lot 017, Zoned M/OD.

Elaine Sistare, Town Administrator and Bruce Fitzback reviewed the plans with the Commission. Elaine Sistare explained that the Town is seeking a recommendation from the Planning Commission in accordance with the State of Connecticut General Statutes regarding municipal improvements.

Motion by Warren Salvas to give a positive recommendation, second by Marnie Ciquera. ALL WERE IN FAVOR.

Other Business: None

Comments By Commissioners: None

Motion by Marnie Ciquera to adjourn at 6:12 P.M., second by Warren Salvas. ALL WERE IN FAVOR.

Please note these minutes have not been accepted by the Commission and will be an agenda item at their next meeting.

Respectfully submitted by Brenda Roy.

APPLICATION # N/ADATE RECEIVED September 19, 2023

SCHEDULED MEETING DATE _____

PLANNING COMMISSION

Check one:

- ☒ **CGS Sec. 8-24 Municipal Improvements; referral**
- ☐ APPLICATION FOR SUBDIVISION
- ☐ APPLICATION FOR RE-SUBDIVISION
- ☐ CORRECTION OF AN EXISTING NON-CONFORMANCE

APPLICANT AND ENGINEER

Name of Applicant Town of Putnam Phone # 860-963-6800 ext 114

Applicant's Address 200 School St

Engineer _____ Phone # _____

Engineer's Address _____

Owner (if different from applicant) Charles Schutrick

Owner's Address 20 Dudley St Putnam, CT 06260 Phone # 774-289-2852

PROPERTY INFORMATION

Subdivision Name: Description: Town to Release rights to Temporary Cul-de-sac on 20 Dudley St

Number of Lots _____ Total Acreage _____

Zoning Classification _____ Location _____

Assessor's Map # _____ Lot # _____

Does this plan encompass or is it adjacent to: _____ Wetlands _____ Flood Hazard Area _____ Aquifer

If this application is for a re-subdivision: _____ Original approval date _____ Town Clerk's Map # _____

SUBDIVISION IMPROVEMENTS

Sewage Disposal: _____ Private _____ Public _____ Drinking Water: _____ Private _____ Public _____

IMPROVEMENT LIST

Total length of new street measured at centerline: See attached plans

Total length of curbs for new streets: _____

Total length of sidewalks for development: _____

Total number of catch basins: _____

Total number of manholes:	Drainage:	Sanitary Sewer:
Total length of drain pipes:	10" _____ 12" _____	15" _____ 18" _____
Other:	Size: _____	Length _____
Total length of water pipes:	6" _____ 8" _____	12" _____ 16" _____
Other:	Size: _____	Length _____
Total length of sanitary sewers:	8" _____ 10" _____	12" _____ 15" _____
Other:	Size: _____	Length _____

Total number of permanent bounds: _____

Approximate cubic yards of rock and ledge excavation: _____

Approximate cubic yards of gravel excavation: _____

Approximate cubic yards of fill: _____

APPLICATION CHECKLIST

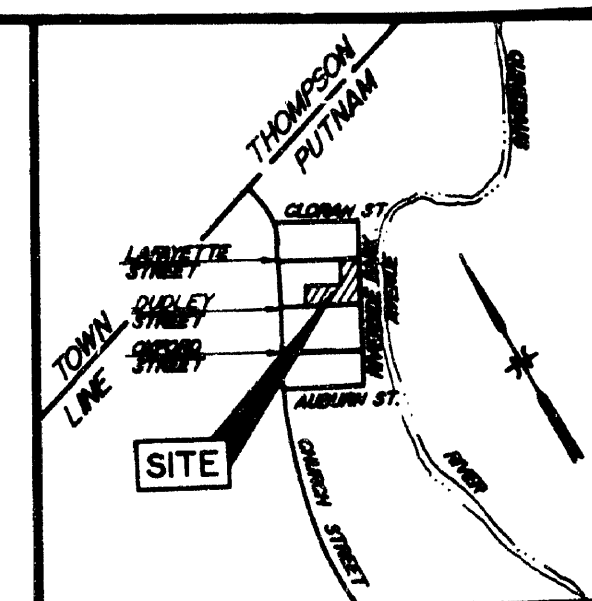
The following check list is to be completed by the applicant to insure that all required material is submitted. Failure to submit all required material shall cause the submission to be deemed incomplete. Any incomplete applications will be rejected by the Planning Commission. The Commission will use this form to verify that all required material has been received.

<u>SUBDIVISION PLAN</u>	<u>Applicant's Checklist</u>	<u>Planning Commission's Checklist</u>
Name of Subdivision	☐	☐
Name, Address & Phone # of Owner	☐	☐
Name, Address & Phone # of Applicant	☐	☐
Name, Address & Phone # of Engineer	☐	☐
Date	☐	☐
North Arrow	☐	☐
Scale (1" - 40')	☐	☐
Location Map (1" -1000')	☐	☐
Zoning Classification/Municipal Boundary Line	☐	☐
Existing and proposed contours	☐	☐
Property location with respect to surrounding property & streets	☐	☐
Names of adjoining property owners	☐	☐
Names of adjoining streets	☐	☐
Location of all water bodies, streams & other pertinent features (swamps, railroads, buildings, parks, cemeteries, drainage ditches, bridges, signs)	☐	☐
Location of existing and proposed streets, easements and other rights-of-way and their names	☐	☐
Location, dimension, area & building setback lines of all proposed & existing lots	☐	☐
Location of groundwater test holes	☐	☐
Location & dimension of property to be dedicated to the Town	☐	☐
Bearings and lengths of all lines and all curve data	☐	☐
Location of all monuments, iron pins and drill holes	☐	☐
Location of 50-foot wetland buffer zone (no activity)	☐	☐
Location of proper soil, erosion and sediment control	☐	☐
Location of proposed building and septic system	☐	☐
Calculation for proposed Performance Bond	☐	☐
Calculation for street intersection sight lines	☐	☐
Signature boxes for Commission: Planning, Expiration date, Wetland and Zoning (if applicable)	☐	☐
Approval from Northeast District Department of Health	☐	☐

FEE SCHEDULE

Public Hearing Fee:	\$175.00	Due with Application
Sub-Division & Re-Subdivision Fee:	\$100.00/Per Lot	Due with Application
		Due within one (1) week of
Inspection of construction of new or rebuilt road, drainage and other site improvements:	2% of estimated cost	final approval of application

Town of Putnam 126 Church Street Putnam, CT 06260 (860) 963-6803 Phone (860) 963-5398 Fax



LOCATION MAP
SCALE: 1" = 1000'

NOTES

REFERENCE IS MADE TO MAPS ENTITLED "RIVERSIDE PARK, PUTNAM, CONNECTICUT, SCALE: 80' = 1", GEO. M. PERRY # 50, FILED 1899."
"PLAN OF LAND OWNED BY ROMEO F. LEO AND LORRAINE E. LEO, CHURCH STREET, PUTNAM, CONNECTICUT, SCALE: 1" = 40 FEET, DATE: 19 JUNE 1986, SHEET 1 OF 1, ALBERT L. FITZBACK, R.S. 7023."
"PLAN OF EXISTING AND PROPOSED SEWERS, PUTNAM, CONNECTICUT, SCALE: 1" = 200', DATE: OCT. 1965, SHEET 3, FENTON G. KEYES ASSOCIATES, FENTON G. KEYES P.E. # 4051."
BEARINGS ARE BASED ON THE ABOVE REFERENCED MAP PREPARED FOR ROMEO LEO BY ALBERT FITZBACK, L.S.
LOT 4 AS SHOWN (COMPRISING LOTS 71 & 72 AND PORTIONS OF LOTS 62 & 63) IS NON-COMFORMING BUT PRE-EXISTS THE ADOPTION OF THE CURRENT ZONE REGULATIONS.

THIS PLAN REPRESENTS A BOUNDARY LINE MODIFICATION FOR LOTS 2, 3, 4 AS SHOWN ON THIS PLAN.

