

Town of Winchester
PLANNING AND ZONING COMMISSION
July 28, 2025 – 7:00 PM
Town of Winchester
Town Hall 338 Main Street – 2nd Floor – P. Francis Hicks Room
MINUTES

1. Call to Order, Roll Call, and Seating of Alternates

The meeting is called to order at 7:00PM by Chair Willard Platt. In attendance are members Peter Marchand (Vice-Chair), John Cooney (Secretary), Adam Quagliaroli, Rista Malanca, Charlene LaVoie (Alternate), Scott Eisenlohr (Alternate) and Matt Smith (Alternate)
Staff in attendance include Jeremy DeCarli (Interim Town Planner) and Geoff Green (Asst. Town Planner and ZEO).

2. Agenda Review

Move item 6B under 4A

Motion Willard Platt, seconded by Peter Marchand and unanimously approved.

New Alternate member, Matt Smith

Adding under New Business, 6C, regarding PZC 25-12

Added to the agenda, ***Motion Rista Malanca: discussion of fences as structures under Other Business, seconded by Willard Platt and unanimously approved.***

3. Public Comment

None

* Chair Willard Platt recused himself for PZC 25-13. Peter Marchand resumes Chairman's role, and Charlene LaVoie is appointed a voting member in his absence.

4. Public Hearings (new)

A. PZC-25-13 Applicant: James Brandolini Location: 272 Perch Rock Tr Proposal: Special Permit Application for Fence in HL District, Section 415-13.

Motion to close Public Hearing PZC 25-13 by Peter Marchand, seconded by Adam Quagliaroli and unanimously approved.

*Willard Platt re-enters the meeting and resumes Chairman role.

5. Public Hearings (continued)

A. PZC-25-12 Applicant: Town of Winchester Proposal: Amendment to Zoning Regulations Article II Section 415-13(3), Article IV Section 41543 and rearrangement of section numbers to maintain alphabetical order, Article V Section 14-54, and Appendix A

Peter Marchand makes a motion to close Public Hearing PZC 25-12, seconded by John Cooney and unanimously approved.

Motion to approve and adopt PZC-12 text amendments and verbiage clarifications, Adam Quagliaroli, seconded by John Cooney and unanimously approved. Terms/conditions of approval become effective September 1, 2025.

6. Old Business

A. PZC-25-6 Applicant: Henry Joseph Nowik, III Location: 39 Wetmore Ave. Proposal: Convert existing single-family home to two-family home. Due to noticing error, hearing will open August 11.

B. PZC-25-13 Applicant: James Brandolini Location: 272 Perch Rock Tr Proposal: Special Permit Application for Fence in HL District, Section 415-13.B.3

*Immediately following 4A.

Motion to approve PZC 25-13 made by Peter Marchand, seconded by John Cooney and unanimously approved.

C. PZC 25-12 Motion by Adam Quagliaroli, seconded by John Cooney with amendment to remove 9-foot setback requirement which was redundant and unworkable, and to remove walls from the semi-open list as it is impossible to achieve.

7. New Business

A. PZC-25-14 Applicant: Town of Winchester Proposal: Text Amendment to Article III, Section 415-25 to include language that allows the Commission to request technical reviews and consultations and to charge the applicant the fee of said review. Hearing scheduled for August 25, 2025

8. Other Business

A. Discussion: Joint Meeting with Economic Development Commission

Hoping to work closer with EDC moving forward.

All in agreement; it sounds like a great idea.

Regulations regarding fences, discussion.

Motion by Rista Malanca regarding the interpretation and clarification of the term “structure” not to include fencing, which will continue to be regulated in HL, per regs, and on commercial site plans, as per definition in the regs, seconded by Peter Marchand and unanimously approved.

9. Approval of Minutes

Motion to approve the Minutes of July 14, 2025, Regular Meeting made by Peter Marchand, seconded by Willard Platt and approved. Rista Malanca abstained.

10. Communication

A. ZEO Report

11. Adjournment

Motion to adjourn at 815PM by Willard Platt, seconded by Peter Marchand and unanimously approved.

Respectfully submitted,
Lauren Jones Dombrowski