

Town of Winchester
PLANNING AND ZONING COMMISSION
September 8, 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 Alternates

The meeting is called to order at 7:02PM by Chair Willard Platt. In attendance are members Peter Marchand (Vice-Chair), Adam Quagliaroli, Rista Malanca, Charlene LaVoie (Alternate-Seated). John Cooney (Secretary) and Scott Eisenlohr (Alternate) are absent excused. Staff members in attendance include Geoff Green (Asst Town Planner, ZEO) and Lauren Dombrowski (Asst Town Clerk).

2. Agenda Review

None

3. Public Comment

None

4. Public Hearings (new)

A. PZC-25-15 Applicant: Scott Davis Location: 142 Main Street Proposal: Special Permit to construct two residential units on the first floor in a former commercial space and two residential units on the second floor of four residential units

Fence needs to be taken down and replaced ASAP

Residential to commercial and now commercial back to residential; blight needs to be cleaned up ASAP.

Linda Groppo (18 Cherry Street) speaks in opposition to PZC 25-15

Motion to continue PZC 25-15 at the Sept 22, 2025, meeting, clean-up blight conditions and update site plans to look more residential as well as specificities of the conditions of approval. Rista Malanca makes motion, Charlene LaVoie seconded the motion and motion is unanimously approved.

B. PZC-25-14 Applicant: Town of Winchester Proposal: Text Amendment to 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.

Motion to open PZC 25-14 Peter Marchand, seconded by Willard Platt and unanimously approved. Motion to close PZC 25-14 Charlene LaVoie, seconded by Rista Malanca and carried unanimously.

5. Old Business

A. PZC-25-15 Applicant: Scott Davis Location: 142 Main Street Proposal: Special Permit to construct two residential units on the first floor in a former commercial space and two residential units on the second floor for a total of four residential units

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To be continued September 22nd, 2025

B. PZC-25-14 Applicant: Town of Winchester Proposal: Text Amendment to 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.

Discussion.

Monthly meeting amongst PZC and EDC chair people with Town Manager.

Goal is to have more efficient meetings/ make clearer decisions.

Motion to approve PZC 25-14 Charlene LaVoie, Rista Malanca seconded the motion and the motion passed unanimously. To be effective October 1, 2025.

6. New Business

None

7. Other Business

E-Code updates / contract renewal coming up.

8. Approval of Minutes

A. August 11, 2025, Regular Meeting

Motion to approve Minutes of August 11, 2025, Regular Meeting made by Peter Marchand, seconded by Willard Platt and approved. Charlene LaVoie abstained.

9. Communication

Four local events coming up to support local businesses, regional housing information, travel symposium and manufacturing expo. Per Rista Malanca.

10. Adjournment

Motion to adjourn at 8:2PM by Willard Platt seconded by Charlene LaVoie and unanimously approved.

Respectfully submitted,

Lauren Jones Dombrowski