



**TOWN OF WINCHESTER
PLANNING AND ZONING COMMISSION**

Town of Winchester Town Hall

Held Remotely (Via Zoom)

and was streamed live on YouTube:

<https://www.youtube.com/channel/UCT1ffiBjMTBQM5OEXSgKlqg/videos>

July 13, 2020 – 7:00PM

Regular Meeting Minutes

1. CALL TO ORDER:

Chairman George Closson called the meeting to order at 7:07PM.

Mr. Closson noted that the following individuals were present: Peter Marchand, Craig Sanden, and Alternate Will Platt.

Jerry Martinez, Art Melycher, and John Cooney were absent excused. Mr. Platt was seated for the meeting.

2. PUBLIC COMMENT:

No comment was received.

3. AGENDA REVIEW.

No changes were made to the agenda.

4. PUBLIC HEARINGS.

None.

5. OLD BUSINESS.

None.

6. NEW BUSINESS.

A. PZC#20-23 – Special Permit Location: 15 Hinsdale Avenue Applicant: Winchester Public Schools Owner: Town of Winchester Proposal: Hinsdale School Renovation and New Construction, Including Restoration and Daylighting of the Gilbert Home Brook that Flows in a Culvert Under a Portion of the School.

MOTION: Mr. Marchand, Mr. Platt second, to accept Application PZC#20-23 – Special Permit Location: 15 Hinsdale Avenue Applicant: Winchester Public Schools Owner: Town of Winchester Proposal: Hinsdale School Renovation and New Construction, Including Restoration and Daylighting of the Gilbert Home Brook that Flows in a Culvert Under a Portion of the School and to schedule a public hearing for August 24, 2020;
unanimously approved.

B. PZC#20-24 – Special Permit Location: 430 Main Street Applicant: George Noujaim Owner: Wendy and Mike Winsted, LLC Proposal: Mixed Use Building – Light Manufacturing and Office, Small Format on First Floor, 3 Apartments on Each Second and Third Floors.

MOTION: Mr. Marchand, Mr. Sanden second, to accept Application PZC#20-24 – Special Permit Location: 430 Main Street Applicant: George Noujaim Owner: Wendy and Mike Winsted, LLC Proposal: Mixed Use Building – Light Manufacturing and Office, Small Format on First Floor, 3 Apartments on Each Second and Third Floors and to schedule a public hearing for July 27, 2020;

unanimously approved.

7. APPROVAL OF MINUTES: June 22, 2020 Regular Meeting.

The June 22, 2020 Minutes should include the following corrections:

The fourth paragraph of the second page should note that the dumpsters are to be enclosed on four sides;

Condition #5 of the approval of the filling station/convenience store on the third page, should have read, "...specifically the Division Street side, with the type and height of plants..."

Condition #7 of the approval of the filling station/convenience store on the third page, should have read, "...with a minimum of one foot higher than dumpster located within, but not less than six feet in height..."

MOTION: Mr. Marchand, Mr. Closson second, to approve the June 22, 2020 Minutes as amended;

Motion passed with Mr. Closson, Mr. Marchand, and Mr. Platt voting aye while Mr. Sanden abstained.

8. COMMUNICATIONS.

The Commission was provided with a written communication from Attorney Patsy Renzullo regarding his client's interest in a town-owned parcel on Roosevelt Trail. Mr. Closson questioned whether the correspondence had been submitted to the Board of Selectmen, noting that it was addressed to Town Manager Bob Geiger. Staff was unsure whether that had gone before the Board of Selectmen.

9. STAFF REPORT:

Staff reported enforcement centering around the installation of swimming pools without the proper permits being received.

10. OTHER BUSINESS:

A. POCD Discussion.

Mr. Closson noted that he has not yet received the POCD sections from Mr. Martinez and Mr. Sanden on the 2011 POCD update.

B. Short Term Rentals Regulation Workshop – POSTPONED.

As it was agreed that discussions would resume on regulating Short Term Rentals, Mr. Closson indicated that it should continue to be carried as an agenda item but that a workshop would be delayed until the Commission could meet in person rather than have the public try to participate on this via Zoom.

11. ADJOURNMENT:

MOTION: Mr. Marchand, Mr. Platt second, to adjourn; unanimously approved. The Commission adjourned at 7:25PM.

Respectfully submitted,

Pamela A. Colombie
Recording Clerk