



**TOWN OF WINCHESTER
PLANNING AND ZONING COMMISSION
Town of Winchester Town Hall
338 Main Street - 2nd Floor – P. Francis Hicks Room
August 26, 2019 – 7:00PM
Regular Meeting Minutes**

1. CALL TO ORDER:

Chairman Craig Sanden called the meeting to order at 7:00PM.

2. ROLL CALL:

Mr. Sanden conducted the roll call, noting that the following individuals were present: Pete Marchand, Alternates Lee Thomsen and John Cooney.

Absent excused was George Closson and Alternate Willard Platt. Art Melycher and Jerry Martinez were absent.

Mr. Thomsen and Mr. Cooney were seated for Mr. Martinez and Mr. Melycher.

3. AGENDA REVIEW:

No changes were made to the agenda.

4. PUBLIC HEARINGS:

None.

5. OLD BUSINESS:

None.

6. NEW BUSINESS:

None.

7. APPROVAL OF MINUTES: August 12, 2019.

MOTION: Mr. Marchand, Mr. Thomsen second, to approve the August 12, 2019 Minutes; unanimously approved.

8. COMMUNICATIONS:

None.

9. STAFF REPORT:

None.

10. OTHER BUSINESS:

**A. Review Minor Site Plan Revisions on PZC#18-19 – Special Permit – 70-84 South Main Street
Owner/Applicant: Winsted Medical Associates, LLC.**

Phil Doyle of LADA, accompanied by Professional Engineer Mike Sherman of Laurel Engineering, appeared before the Commission to present with site plan changes for the new medical office building on South Main Street. The modifications included pulling the retaining wall for the helipad back towards the proposed medical office building and elimination of a wall along the northerly property line.

Mr. Doyle explained that the helipad wall needs to be constructed on original soil pursuant to their recommendation of their geotechnical engineer. He noted that the elimination of the wall between the site and the gas station makes sense as there are cross easements between the two. Mr. Doyle reported a request from the gas station owners for a sidewalk connection as the medical office will not include a coffee shop or cafeteria of its own. He noted that the plan had been reviewed by the Architectural Review Committee the week prior to this meeting and they only requested that additional grasses, flowering shrubs, and a couple of trees be added.

Mr. Doyle explained that the construction phasing plan will change as both the wall and the medical office building will be constructed simultaneously. Mr. Sherman explained that the radius of the wall will not be as tight. Mr. Doyle noted that the exposed wall height also changes as by pulling it back, it reduces the portion that is not buried from 26' to 19' tall.

Mr. Sanden questioned what type of drainage will occur between the site and the gas station. Mr. Doyle noted that a swale will still be necessary. Mr. Sherman noted that most of the drainage is already captured in areas other than the area between the two sites.

MOTION: Mr. Marchand, Mr. Sanden second, to grant the changes as presented; unanimously approved.

B. Continued Discussion of Zoning Regulations.

It was noted that Land Use Attorney Mark Branse had reviewed the proposed changes to the Zoning Regulations and his comments had been provided. They agreed to discuss these at a future meeting.

C. Plan of Conservation and Development.

Mr. Sanden noted that he had conferred with Jocelyn Ayer of the Northwest Hills Council of Governments who had indicated that she was willing to work with Winchester in their POCD update. She had reported having worked with Cornwall and Harwinton with their updates.

11. ADJOURNMENT:

MOTION: Mr. Thomsen, Mr. Marchand second, to adjourn at 7:34PM; unanimously approved.

Respectfully submitted,

Pamela A. Colombie
Recording Clerk