



**TOWN OF WINCHESTER
PLANNING AND ZONING COMMISSION
Town of Winchester Town Hall
338 Main Street - 2nd Floor – P. Francis Hicks Room
November 26, 2018 – 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: Jerry Martinez, Art Melycher, Barbara Wilkes and Alternates Pete Marchand and Lee Thomsen.

George Closson was absent excused. Mr. Marchand was seated for Mr. Closson.

3. AGENDA REVIEW:

No changes were made to the agenda.

4. PUBLIC HEARINGS:

A. PZC#18-19 – Special Permit – 70-84 South Main Street Owner/Applicant: Winsted Medical Associates, LLC Proposal: Zoning Text Amendment to Allow Emergency Department and Helipad in Large Format Medical Office; Special Permit for Large Format Medical Office; and Modify Approved Site Plan.

MOTION: Mr. Melycher, Mr. Marchand second, to open the public hearings of the combined application of PZC#18-19 regarding an application to approve a Zoning Text Amendment to allow Emergency Department and Helipad in Large Format Medical Office and a Special Permit for Large Format Medical Office; unanimously approved.

The legal notice was read into the record with it noted as having run the requisite two times in the Republican American newspaper on November 15, 2018 and November 19, 2018. It was also noted that the proposed text amendment had been provided to the neighboring Town Clerks and the Northwest COG and that a reply had been received from the COG reflecting no apparent conflicts with the regional Plan of Conservation and Development.

Phillip Doyle of LADA, Inc., accompanied by Professional Engineer Mike Sherman of Laurel Engineering, Hartford Healthcare Vice Presidents John Capobianco and Brian Mattiello and Jay Morris of The CASLE Corporation, appeared before the Commission regarding this application. Mr. Doyle reminded the Commission that he had represented the applicants four years ago when the building was originally approved. He explained that approval included a privately-owned building of 25000 square feet for medical offices and 5000 square feet of storage in the basement.

Mr. Doyle noted that the first part of the application seeks to amend the examples included under *Medical Office, Large Format* in the glossary section of the Zoning Regulations, to add “*emergency department with associated helipad*”. Mr. Capobianco and Mr. Mattiello reviewed the history of the medical services provided by Charlotte Hungerford Hospital over the past twenty years and the plans to continue those services and added CAT scanning.

Mr. Melycher questioned whether the CAT scanning equipment would be located within the building or whether it would be provided through portable means. Mr. Mattiello confirmed it would be within the building.

Mr. Melycher questioned whether there would be any in-patient service. Mr. Capobianco explained the patients would be treated and released or treated and transferred, noting the facility will be open twelve hours per day.

Mr. Doyle reviewed the proposed site plan, noting that the footprint location and size of the proposed new building are the same as the previously approved plans as are the driveway locations. He noted that the back portion of the site has been expanded to provide room for the new helipad. The parking count was increased to 94 spaces because the portion of the square footage that will be used for services and offices was increased. Mr. Doyle reviewed the traffic signals and the permitting with the State of Connecticut Department of Transportation. He noted that the encroachment permits for curb cuts and sidewalks are currently being finalized.

Mr. Doyle reviewed the request for a Special Permit as the Zoning Regulations have been modified since the 2015 site plan approval, noting that medical offices exceeding 5000 square feet now fall under *Medical Office, Large Format*. He noted that the proposal is for 28000 square feet of useable space. The basement area under this permit request will include 8000 square feet of useable space and 2000 square feet of utilities, according to Mr. Doyle. The site changes and the window modifications associated with the proposed rehabilitation, including exercise equipment, located on the bottom floor, were reviewed.

Mr. Doyle noted that a modified plan approval was received from the Inland Wetlands and Watercourses Commission. Additionally, he noted informational presentations were made to the Board of Selectmen and the Economic Development Commission. It was noted that a positive referral was received from the Architecture Review Committee after having presented them with the proposal, too. Mr. Doyle reviewed the proposed elevation drawings, noting the addition of the canopy and access for the ambulance. The views of the helipad from different perspectives were shared.

Samples of the proposed panel and proposed brick were passed around and discussed. Ms. Wilkes questioned the colors being used for the building. Mr. Doyle explained that the colors of both of these materials had been toned down from what was included as part of the 2015 approval.

In response to an inquiry from Mr. Melycher, Mr. Capobianco noted there would likely be medical offices for seven providers. Mr. Melycher questioned whether the plan included adequate parking spaces and adequate handicap parking spaces. Mr. Doyle noted that the applicant believes there is sufficient parking as the proposal meets the regulations and also meets the number of spots necessary based on their own independent research of parking for medical use.

Mr. Marchand questioned whether the proposal included the addition of a fire hydrant. Mr. Doyle indicated that there had not been plans to add one and noted that no suggestion for one had been included in the review comments received from the Fire Marshal. Mr. Marchand reported that Winsted Fire Department Chief David Sartirana had indicated that there ought to be one added. Mr. Doyle reported the applicant would have no objection to adding a fire hydrant.

Mr. Marchand questioned whether there were provisions for a generator. Mr. Doyle confirmed that there was. He indicated that there is a small shed located near the proposed helipad that will house firefighting equipment. It was noted that the developer would like more information from the Fire Department what they would like to see in terms of a hydrant and be advised whether they will need to bring another water connection in from the street. Mr. Marchand indicated that the hydrant should probably be located somewhere near the Sunoco gas station, off the corner of the building.

Ms. Wilkes questioned how the proposed porous pavement of the parking lot will be maintained. Mr. Doyle explained that the pavement should be vacuumed twice per year so that it will remain porous. He noted that

salt rather than sand will be used during winter months but that cars will still track in sand. It was recommended that a condition of approval should be that the maintenance of the parking lot be reported to Town staff annually.

Mr. Sherman reviewed the changes in the drainage from the 2015 approved site plan. He noted that a couple additional catch basins were added. Mr. Sherman noted the tight grading requirements due to the helipad and emergency access, indicating that the grades throughout the entire parking lot will not exceed what would be necessary for a wheelchair. The porous pavement was added pursuant to the LID requirements, according to Mr. Sherman. Plans for erosion control were also reviewed. Mr. Sherman noted that there will be material moved on the site to raise the grade and reported that there will also be about 7000 yards brought in. Mr. Doyle noted that Geotechnical Engineer Clarence Welte, who has previously reviewed the borings, will be onsite during the construction of the retaining wall for the helipad.

Mr. Doyle noted that the developer will seek final review from the Connecticut Airport Authority with respect to the lighting on the site.

Mr. Doyle opined that both the text amendment and the Special Permit were consistent with the Plan of Conservation and Development. He reviewed different areas within the POCD, articulating how the proposal compliments its goals and objectives in terms of job creation within town, the positive benefits to the tax base, the revitalization of the downtown, future development anchored around the existing development, and the employment of LID techniques into the proposal.

The hearing was open to the public.

Phillip Allen of 80 Chestnut Street and identifying as the Chairman of the Economic Development Commission, spoke in favor of the proposal, noting that his board had been presented with details of the project by the applicant and that they believe the proposal has enormous potential of bringing great benefits to the town.

MOTION: Mr. Melycher, Ms. Wilkes second, to close the public hearing; unanimously approved.

5. OLD BUSINESS:

A. PZC#18-19 – Special Permit – 70-84 South Main Street Owner/Applicant: Winsted Medical Associates, LLC Proposal: Zoning Text Amendment to Allow Emergency Department and Helipad in Large Format Medical Office; Special Permit for Large Format Medical Office; and Modify Approved Site Plan.

MOTION: Mr. Marchand, Mr. Melycher second, to approve Application #18-19 Special Permit, Applicant/Owner: Winsted Medical Associates, LLC Location: 70-84 South Main Street Proposal: To Approve the Zoning Text Amendment to Allow Emergency Department and Helipad in Large Format Medical Office Map: 116 Block: 074 Lot(s): 019A, 019B, 020-1 and 021, to modify the definition of *Medical Office, Large Format*, found within the Glossary and Terms Section of the Town of Winchester Zoning Regulations, to include as examples “*emergency department and associated helipad.*” Based on oral testimony and submitted written material supporting the request, the Commission finds the proposed zoning amendment is consistent with the Town’s Plan of Conservation and Development. The effective date of the text amendment is November 29, 2018;

Unanimously approved.

MOTION: Mr. Marchand, Ms. Wilkes second, to approve Application PZC#18-19 Special Permit, Applicant/Owner: Winsted Medical Associates, LLC Location: 70-84 South Main Street Proposal: Special Permit – Large Format Medical Office; and Modify Approved Site Plan. Map: 116 Block: 074 Lot(s): 019A, 019B, 020-1 and 021

1. In evaluating this application, the Planning and Zoning Commission has relied upon information provided by the applicant and, if such information subsequently proves to be false, deceptive, incomplete, and/or inaccurate, this permit shall be modified suspended or revoked.
2. The Commission acknowledges a valid site plan approval for PZC Application #14-26, granted on December 22, 2014. Town Zoning Regulations were subsequently modified on November 6, 2016, rendering portions of the approved site plan as pre-existing, non-conforming.
3. The applicant seeks to enlarge the approved building from a gross square foot size of 25,000 sf to 30,000 sf, which falls under the definition of Medical Office, Large Format in the Town Gateway Zone.
4. A public hearing was scheduled on November 26, 2018. The Commission finds the testimony received, the submitted narratives and plans, and the reports from other town agencies, Boards and staff compelling and believes the proposed changes to be in the best interest of the Town.
5. The Planning and Zoning Commission approves the Special Permit for a Large Format Medical Office for Winsted Medical Associates, LLC for properties located at 70 to 84 Main Street, and approves the modified site plan, pursuant to the submitted plans and drawings drafted by The CASLE Corporation (including plans provided by JWM Architectural Group, LADA, P.C., Freshwater Wetland Services, Laurel Engineering, DiCara Land Surveying Services, and Frederick P. Clark Associates, Inc.) entitled, "Medical Office Building Proposal 70 to 84 South Main Street Winsted, Connecticut", dated November 14, 2014, Revised December 11, 2014, January 16, 2015, September 30, 2016, October 23, 2018, November 13, 2018.

Sheets:

Number and Sheet Title:

L-1 Cover Sheet	L-16 Details
L-1.1 Resolutions	L-17 Details
L-2 General Notes	L-17.1 Details
L-3 Existing Conditions	U-1 Storm Drainage & Details
L-4 Context Plan	U-2 Storm Drainage & Details
L-5 Grading, Drainage, & Utilities – LID Map	U-3 Utility Details
L-5.1 Sidewalk & Public Improvement Plan	L-18 Cross Section Plan
L-5.2 Sidewalk & Public Improvement Plan – Enlargement	L-19 Cross Sections
L-6 Materials Plan	L-20 Demolition Plan
L-7 Layout Plan	Survey
L-8 Planting Plan – LID Map	Easement Abandonment Plan
L-9 Planting Notes & Details	Easement Acquisition Plan
L-10 Lighting Plan	A-1 Proposed First Floor Plan
L-11 Erosion Control Plan	A-1.1 Proposed Second Floor Plan
L-12 Erosion Control Notes	A-1.2 Proposed Basement Plan
L-13 Erosion Control Details	A-1.3 Roof Plan
L-14 Erosion Control Details	A-2 Proposed Elevations
L-15 Erosion Control Details	A-2.1 Proposed Elevations

6. This application is consistent with the Town's Plan of Conservation and Development.
7. This application meets the criteria and standards of III.J. Common Regulations: Special Permits/Special Exceptions.
8. This approval is effective December 6, 2018.
9. A fire hydrant must be installed on the property at a location to be determined by the fire chief.
10. A maintenance plan for the periods pavement must be on file with the Town and it shall require annual reporting to the Town.

Unanimously approved.

Prior to the vote on the aforementioned motion, Mr. Sanden led the review of the criteria delineated in the Zoning Regulations relative to Special Permits including whether the site is a suitable location for use, whether the proposal included appropriate improvements in terms of landscaping and layout, whether there was suitable transportation, adequate public utilities, and adequate public services, whether there has been consideration to environmental protection and conservation, the long-term viability of the project and whether the project is consistent with the Town's Plan of Conservation and Development. The Commission deemed the project had met the criteria.

6. NEW BUSINESS:

None.

7. APPROVAL OF MINUTES – NOVEMBER 13, 2018:

MOTION: Mr. Melycher, Mr. Marchand second, to approve the November 13, 2018 Minutes; unanimously approved.

8. COMMUNICATIONS:

None.

9. TOWN PLANNER'S REPORT:

In the absence of a Town Planner, Land Use Assistant Pam Colombie updated the Commission on development in town. She noted receiving an inquiry from a commercial realtor regarding the possibility of converting Laurel Hill Healthcare Facility located at 108 East Lake Street to multi-family dwelling units. Additionally, it was noted that the Appeal to the ZEO decision relative to 2 East Lake Street would be heard by the Zoning Board of Appeals the following evening. It was also reported that the buyer who has contracted to purchase 522 Main Street had scheduled a meeting with the Planning Office to discuss possible plans for a restaurant at that location.

10. OTHER BUSINESS:

A. Discussion/Possible Action: Short Term Rentals.

No business discussed.

11. ADJOURNMENT:

MOTION: Ms. Wilkes, Mr. Melycher second, to adjourn at 8:43PM; unanimously approved.

Respectfully submitted,

Pamela A. Colombie
Recording Clerk