



TOWN OF WINCHESTER
PLANNING AND ZONING COMMISSION
Town of Winchester Town Hall
338 Main Street - 2nd Floor - P. Francis Hicks Room
September 25, 2017 – 7:00PM
Regular Meeting Minutes

1. CALL TO ORDER:

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

2. ROLL CALL:

At the request of Mr. Sanden, Mr. Sadlowski conducted the roll call, noting that the following individuals were present: Craig Sanden, George Closson, Art Melycher, Barbara Wilkes, and Alternate Pete Marchand. It was noted that Jerry Martinez and Alternate Lee Thomsen were absent excused.

Mr. Marchand was seated for Mr. Martinez.

3. AGENDA REVIEW:

No changes were made to the agenda.

4. APPROVAL OF MINUTES – September 11, 2017:

MOTION: Mr. Closson, Ms. Wilkes second, to approve the September 11, 2017 Minutes; unanimously approved.

5. PUBLIC HEARINGS:

A. Discuss and Consider Adoption of Changes to Zoning Regulations.

MOTION: Mr. Closson, Mr. Melycher second to open the public hearing to discuss and consider adoption of changes to the Zoning Regulations; unanimously approved.

Mr. Sadlowski noted that the proposed changes were forwarded to the Northwest Council of Governments, Town Manager Bob Geiger, and the neighboring communities. He noted that no concerns were expressed with the proposed changes.

In reviewing the proposed changes, it was noted that excavation was being added to the Town Gateway, Production and Innovation, and Rural Residential zones. The buffering requirement is being modified when a commercial piece abuts a zoned residential piece not just in instances where the abutting piece is being used as a residential piece. The definition of the gross floor area was modified as was the trigger point wherein a special permit is required for gravel excavation, Mr. Sadlowski explained. Finally, provisions were made to allow outdoor dining at restaurants.

The hearing was open to public comments.

Richard Calkins, P.E., of Northeast Consulting, spoke in favor of the Commission's proposed changes, noting that his client would rather see the trigger point for which a special permit is required to be 15,000 yards rather than the lower threshold of 5,000 yards for gravel excavation.

Discussion ensued regarding the threshold for gravel excavation.

MOTION: Mr. Closson, Mr. Marchand second, to close the public hearing in this matter; unanimously approved.

B. PZC#17-16 Special Permit – 32 Park Place, Map 111, Block 080, Lot 007 Applicant: Dan Pinton Owner: Maris LeBlanc Proposal: Change of Use – Two Family Residence into Mixed Use (Business Use for First Floor, Residential Use for Second Floor).

MOTION: Mr. Closson, Mr. Marchand second, to open the public hearing in the matter of PZC#17-16 Special Permit – 32 Park Place, Map 111, Block 080, Lot 007 Applicant: Dan Pinton Owner: Maris LeBlanc Proposal: Change of Use – Two Family Residence into Mixed Use (Business Use for First Floor, Residential Use for Second Floor); unanimously approved.

Mr. Sadlowski reported that the public hearing was advertised in the Republican American the requisite two times, September 12, 2017 and September 18, 2017.

Mr. Sadlowski explained that the need for this approval was discovered as part of a zoning inquiry to satisfy a refinance for the owner. He explained that he had spoken to Mr. Pinton some time ago but had only recently learned that he had already moved into the building, occupying the first floor for his insurance business. The proposed use of this application shall result in a mixed-use with Mr. Pinton's office on the first floor and residential use on the second floor.

Dan Pinton appeared before the Commission regarding this application. He explained that as lessee, he was unfamiliar with the necessary procedures. Mr. Pinton noted that all of the buildings in this area are mixed-use. Mr. Pinton reported that he intends to install a new sidewalk in the front of the parcel to blend with all of the other new sidewalks in that area. He noted that there would be no signs and no other changes occurring. Mr. Pinton explained that at some point in the future, he may review options for increasing the parking at the location.

Mr. Sadlowski explained that the building is not currently handicap accessible but noted that Mr. Pinton is applying for a waiver to the State of Connecticut. Mr. Sadlowski noted that Mr. Pinton can visit clients at their home should he have business dealings with a handicapped individual who might need that.

Ms. Wilkes questioned whether Mr. Pinton resided at the location. He noted that he did not reside there.

Mr. Closson noted that the application is in harmony with what the Commission has sought for that area in terms of mixed-use for those buildings.

MOTION: Mr. Closson, Mr. Melycher second, to close the public hearing in Application PZC#17-16; unanimously approved.

6. OLD BUSINESS:

A. Discuss and Consider Adoption of Changes to Zoning Regulations.

MOTION: Mr. Melycher, Mr. Closson second, to approve changes to Zoning Regulations as presented; unanimously approved.

An effective date for the changes to the Zoning Regulations was set through a separate motion at a later point during this meeting.

B. PZC#17-11 Site Plan – Torrington Road, Map 039, Block 158, Lot 019A Applicant/Owner: Cannavo Development, LLC Proposal: Construct 4750 Square Foot Office Building with Associated Site Improvements.

Mr. Calkins agreed that he would consult with Mr. Sadlowski, whereas the application will likely be withdrawn and the fees rendered transferring to a Special Permit/Site Plan application.

C. PZC#17-16 Special Permit – 32 Park Place, Map 111, Block 080, Lot 007 Applicant: Dan Pinton Owner: Maris LeBlanc Proposal: Change of Use – Two Family Residence into Mixed Use (Business Use for First Floor, Residential Use for Second Floor).

MOTION: Mr. Closson, Mr. Marchand second, to approve Application PZC#17-16 Special Permit – 32 Park Place, Map 111, Block 080, Lot 007 Applicant: Dan Pinton Owner: Maris LeBlanc Proposal: Change of Use – Two Family Residence into Mixed Use (Business Use for First Floor, Residential Use for Second Floor) based on testimony and subject to the following conditions:

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. Approval is granted based on submitted plans, identified as Model A and Model B, which were attached to the application.
3. Subject to the applicant making an application for a waiver to handle the handicapped accessibility; unanimously approved.

7. NEW BUSINESS:

A. PZC#17-17 Site Plan – 35 ½ Boyd Street, Map 105, Block 095, Lot 008 Applicant/Owner: Charles Rhoades Proposal: Replace Building Under Order by Building Department; For Private Use.

Mr. Sadlowski explained that this application is withdrawn after he and fellow Zoning Enforcement Officer/Building Inspector Marc Melanson conferred and realized that this had come in under the old regulations. Mr. Sadlowski noted that the old regulations allow for a rebuild of an old building with safety issues. Therefore, there was no need to seek site plan approval, according to Mr. Sadlowski.

8. COMMUNICATIONS:

None.

9. TOWN PLANNER'S REPORT:

Mr. Sadlowski reported that the Inland Wetlands and Watercourses Commission had recently approved a modified 5-Year Drawdown Plan, explaining that a 6½ foot draw was requested but was modified to a deeper draw by the commission. Additionally, it is a year later than requested. Mr. Sadlowski reported hearing again from the representatives of Hartford Hospital indicating that development will occur soon. Additionally, Mr. Sadlowski noted that the easements for the trail are in the process of being secured. Mr. Sadlowski reported that most of the remediation is complete at the former Union Pin site. He also provided updates on ECAD, Henny Penny gas station, American Mural Project, 10 Bridge Street and Lambert Kay.

A Sidewalk Condition Report Planning Study, dated July 19, 2017, prepared by Mr. Sadlowski was discussed. Mr. Sadlowski noted that grants are being sought aggressively for repairs and replacement.

Mr. Sadlowski noted that many communities have participated in a cost sharing program with property owners in order to achieve new sidewalks.

Mr. Closson questioned whether the COG had provided any guidance in handling short term rentals. Mr. Sadlowski reported that COG Community & Economic Development Director Jocelyn Ayer recommended regulating them through an ordinance rather than zoning. He noted that he will likely need to meet with Land Use Attorney Mark Branse to draft something.

10. OTHER BUSINESS:

A. Architectural Review Committee – Vacancy.

It was noted that a vacancy remains on the Architectural Review Committee.

MOTION: Mr. Closson, Mr. Marchand second, to set an effective date of October 1, 2017 for the approved changes to the Zoning Regulations; unanimously approved.

11. ADJOURNMENT:

MOTION: Mr. Marchand, Mr. Closson second, to adjourn at 8:08PM; unanimously approved.

Respectfully submitted,

**Pamela A. Colombie
Recording Clerk**