



TOWN OF WINCHESTER
PLANNING AND ZONING COMMISSION
Town of Winchester Town Hall
338 Main Street - 2nd Floor - P. Francis Hicks Room
September 11, 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 Jerry Martinez. It was noted that Alternates Pete Marchand and Lee Thomsen were absent excused.

3. AGENDA REVIEW:

MOTION: Mr. Closson, Ms. Wilkes second, to modify the agenda to add under New Business, Agenda Item A. 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.

MOTION: Mr. Martinez, Mr. Closson second, to modify the agenda to add under Other Business C. Discussion of Senate Bill #88 An Act Concerning Temporary Health Care Structures; unanimously approved.

4. APPROVAL OF MINUTES – August 14, 2017:

MOTION: Mr. Closson, Mr. Melycher second, to approve the August 14, 2017 Minutes; unanimously approved.

5. OLD BUSINESS:

A. 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.

No business discussed.

6. NEW BUSINESS:

A. 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).

It was noted that this application was discussed at an Architecture Review Committee meeting earlier this evening. Mr. Melycher questioned the location of the handicapped parking spot. It was noted that the applicant may be seeking an exception for the handicapped access from the State of Connecticut as the nature of his business is insurance and allows him to visit his clients at their homes.

MOTION: Mr. Closson, Ms. Wilkes second, to accept 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) and schedule a public hearing for September 25, 2017 at 7:00PM at Town Hall, 2nd Floor – P. Francis Hicks Room; unanimously approved.

7. COMMUNICATIONS:

None.

8. TOWN PLANNER'S REPORT:

The Commission remarked on the improvements made at 10 Bridge Street, notably the brush clean-up among the river. Mr. Sadlowski reported that the owner has several tenants. He noted that the closing for the sale of 32 Lake Street is likely to occur soon. The new Henny Penny is completing their footings and foundation, according to Mr. Sadlowski. He also provided updates on the Joyner building, ECAD's improvements, the Barret Boat building, and the American Mural Project. Mr. Sadlowski noted that the laundromat at 277 North Main Street is addressing the conditions included in their special permit approval through the Building Department, reminding the Commission that the property had received a Cease and Desist Order.

The Commission discussed adding accomplishments to the town's website.

9. OTHER BUSINESS:

A. Architectural Review Committee – Vacancy.

Mr. Sanden reminded the commission that a vacancy exists on the Architectural Review Committee. It was noted that this Commission makes those appointments. A suggestion was made to issue a press release on the town's website seeking volunteers who may have a historical, landscaping or architecture background.

B. Proposed 2018 Meeting Dates.

MOTION: Mr. Closson, Mr. Melycher second, to approve the 2018 Meeting Dates as proposed; unanimously approved.

C. Discussion of Senate Bill #88 An Act Concerning Temporary Health Care Structures.

Mr. Sadlowski explained that this recently passed bill mandates that temporary small structures must be allowed in residential zones. He noted that there is a method by which a town can opt out but didn't foresee this as being an issue in Winchester. Mr. Sadlowski explained that setbacks would still need to be met. Mr. Martinez reported that he attended a COG (Council of Governments) meeting recently and that some towns have opted out. The Commission discussed the form that these temporary health care structures take, noting that they are often referred to as "granny pods". Mr. Sadlowski noted that he will look into this act more and review the opt-in/opt-out procedures.

D. Open Discussion – Planning.

Mr. Martinez reviewed how Airbnb operates and the challenges that short-term rentals can present. Mr. Sadlowski explained that in his conversations with Jocelyn Ayers of the COG, her recommendation was that if any type of regulating was to occur in a town, the best way is through an ordinance. Mr. Sadlowski noted that enforcement is very challenging.

Ms. Wilkes cited problems encountered with short term leases at Highland Lake, noting garbage overflow as one. Mr. Closson described procedures that the town of Rockland, Maine has employed to address short-term leases regulations. He noted that he would provide a copy of the relative documents to the Planning Office. Mr. Martinez noted problems with subletting, too.

The proposed changes to the Zoning Regulations, subject to a public hearing at the September 25, 2017 regular meeting was reviewed and briefly discussed. Mr. Sadlowski noted that the trigger for the need for an excavation permit is proposed at 5,000 cubic yards based on Attorney Mark Branse's suggestion that at the hearing, it could be made less restrictive with a higher trigger amount but would not be able to make it more restrictive at that point. Mr. Sadlowski noted that he had also included an allowed use for outdoor dining in the proposed changes.

Mr. Closson noted that the Commission should be looking to update the Plan of Conservation and Development, too. Mr. Sadlowski explained that minor tweaks can be made but that the major update need only be made every ten years. He noted that Winchester's doesn't expire until 2021. It was noted that the zones reflected in the POCD have changed.

MOTION: Mr. Closson, Mr. Melycher second, to adjourn at 8:20PM; unanimously approved.

Respectfully submitted,

**Pamela A. Colombie
Recording Clerk**