



**TOWN OF WINCHESTER
PLANNING AND ZONING COMMISSION
Town of Winchester Town Hall
338 Main Street - 2nd Floor - P. Francis Hicks Room
July 10, 2017 – 7:00PM
Regular Meeting Minutes**

1. CALL TO ORDER:

Chairman Craig Sanden called the meeting to order at 7:05PM.

2. ROLL CALL:

At the request of Mr. Sanden, Mr. Sadlowski conducted the roll call, noting that the following individuals were present: George Closson, Art Melycher, Pete Marchand and Lee Thomsen.

It was noted that Barbara Wilkes and Jerry Martinez were absent excused. Mr. Marchand and Mr. Thomsen were seated for Ms. Wilkes and Mr. Martinez.

3. AGENDA REVIEW:

No changes were made to the Agenda.

4. APPROVAL OF MINUTES – June 12, 2017:

MOTION: Mr. Closson, Mr. Marchand second, to approve the June 12, 2017 Minutes; Motion passed with Mr. Sanden, Mr. Closson, Mr. Marchand and Mr. Thomsen voting aye while Mr. Melycher abstained.

5. PUBLIC HEARING:

A. Discuss and consider adoption of changes to Zoning Regulations:

B. Discuss and consider adoption of changes to Zoning Maps.

MOTION: Mr. Melycher, Mr. Closson second, to open the public hearing for purposes of discussing and considering adoption of changes to Zoning Regulations and Zoning Maps; unanimously approved.

The legal notice for the public hearing was read into the record. It was noted that it was published the requisite two times in the Republican American, once on June 27, 2017 and again on July 3, 2017. It was also noted that as required by state statute, adjacent towns to Winchester were notified of the proposed changes to the Zoning Regulations and Zoning maps. Additionally, Mr. Sadlowski reported that property owners whose properties were to be effected by changes to the Zoning Maps were also provided with written notice via regular mail.

Mr. Sadlowski reminded all that the Planning and Zoning Commission had adopted entirely new Zoning Regulations, including a new Zoning Map, in November, 2016. He noted that they were entirely new and since they have been in use, there have been instances identified wherein clarifications should be made. Additionally, a few adjustments to the Zoning Map were also proposed to better align the zones to the properties effected, according to Mr. Sadlowski.

Mr. Sadlowski noted that the more important text changes to the Zoning Regulations include the following: adjusting to keep accessory buildings from front yards, to indicate that the Planning and Zoning Commission will hear Special Permits and the Zoning Board of Appeals hears Special Exceptions, making height limits clearer with better language and diagrams, making the Zoning Board of Appeals the issuing authority for impervious special exceptions, clarify allowances allowed under Special Exception for rebuilds, provisions for temporary housing,

sign clarifications and allowing off-site directional signs, adjusting abutters that need to be notified as well as requirements for a sign, and clarifications for screening for multi-family units.

Mr. Sadlowski reviewed the five zone changes, including the following: changing the Kentucky Fried Chicken property into Town Gateway from Town Single-Family, changing several industrial park properties off Route 8/Colebrook River Road from Town Gateway to Production/Innovation, changing the zone for several properties on or near Willow Street from Town Single Family to Town Center, changing the Winsted Hospital from Rural Residential to Town Gateway, and changing various properties on Hill Street, Beach Street, Oak Street and Walnut Street from Rural Residential to Town Single Family.

Douglas Brand, identifying as a member of the Winsted Health Center Board of Directors, suggested that Explorations, a charter school located on Spencer Street would still be zoned Rural Residential with these changes and suggested that it, too, be moved into the Town Gateway Zone.

MOTION: Mr. Closson, Mr. Melycher second, to close the public hearings regarding the discussion and adoption of the Zoning Regulations and Zoning Maps; unanimously approved.

6. OLD BUSINESS:

A. Discuss and consider adoption of changes to Zoning Regulations.

MOTION: Mr. Melycher, Mr. Closson second, to accept the proposed Zoning Regulations changes with an effective date of July 24, 2017, noting that they are in compliance with the Plan of Conservation and Development; unanimously approved.

B. Discuss and consider adoption of changes to Zoning Maps.

MOTION: Mr. Closson, Mr. Melycher second, to accept the proposed Zoning Maps changes with an effective date of July 24, 2017, noting that they are in compliance with the Plan of Conservation and Development; unanimously approved.

C. 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.

It was noted that this application is continued as it is still under consideration before the Inland Wetlands and Watercourses Commission.

7. NEW BUSINESS:

A. PZC#17-14 Special Permit – 142 Laurel Way, Map 031, Block 153, Lot 021F Applicant/Owner: Alain and Jacqueline Jacques Proposal: Permit for Accessory Use.

MOTION: Mr. Closson, Mr. Marchand second, to accept Application PZC#17-14 Special Permit – 142 Laurel Way, Map 031, Block 153, Lot 021F Applicant/Owner: Alain and Jacqueline Jacques Proposal: Permit for Accessory Use; unanimously approved.

8. COMMUNICATIONS:

None.

9. TOWN PLANNER'S REPORT:

Mr. Sadlowski reminded the group that the Town Meeting for the sale of Lambert Kay is scheduled for July 20, 2017 at 7:00PM. He also reported on the opening of Foxtail Catering and Rowley Grill. He also noted that a STEAP grant has been submitted to redo Whiting Street. Additionally, Mr. Sadlowski provided updates on several additional grant applications.

10. OTHER BUSINESS:

A. Architectural Review Committee – Vacancy.

Mr. Sadlowski reminded the commission that a vacancy exists on the Architectural Review Committee.

MOTION: Mr. Closson, Mr. Marchand second, **to adjourn at 7:38PM; unanimously approved.**

Respectfully submitted,

**Pamela A. Colombie
Recording Clerk**