



**TOWN OF WINCHESTER
PLANNING AND ZONING COMMISSION
Town of Winchester Town Hall
338 Main Street - 2nd Floor - P. Francis Hicks Room
January 9, 2017 – 7:00PM
Regular Meeting Minutes**

1. CALL TO ORDER:

Chairman Craig Sanden called the meeting to order at 7:01PM.

2. ROLL CALL:

At the request of Mr. Sanden, Mr. Sadlowski conducted the roll call, noting that the following individuals were present: George Closson, Jerry Martinez, Art Melycher, and Barbara Wilkes.

It was noted that Alternates Pete Marchand and Lee Thomsen were both absent excused.

3. AGENDA REVIEW:

It was noted that the Agenda would have an item added, *10 B. Accomplishments*.

4. APPROVAL OF MINUTES – December 19, 2016:

MOTION: Mr. Closson, Ms. Wilkes second, to approve the December 19, 2016 Minutes; unanimously approved.

5. PUBLIC HEARING:

A. PZC #16-19 Special Permit – 820 East Wakefield Boulevard, Map 044, Block 108, Lot 069&070

Applicant: Dawn Vanyo Owner: Dawn Vanyo Proposal: To Enclose Existing Porch.

It was noted that an email had been received from Ms. Vanyo requesting a sixty-five day extension on her application.

MOTION: Mr. Melycher, Mr. Closson second, to continue Application PZC #16-19 Special Permit – 820 East Wakefield Boulevard, Map 044, Block 108, Lot 069&070 Applicant: Dawn Vanyo Owner: Dawn Vanyo Proposal: To Enclose Existing Porch; unanimously approved.

6. UNFINISHED BUSINESS:

A. PZC #16-19 Special Permit – 820 East Wakefield Boulevard, Map 044, Block 108, Lot 069&070 Applicant: Dawn Vanyo Owner: Dawn Vanyo Proposal: To Enclose Existing Porch.

It was noted that the public hearing for this application has been continued.

B. PZC #16-23 Special Permit – 306 West Wakefield Boulevard, Map 032, Block 120, Lot 021 Applicant: Cape Cod Fence of CT, Inc. Proposal: Install 46' of four-foot black c/c system and 30' of four-foot high PVC picket fence.

It was noted that this application has a public hearing scheduled for January 23, 2017.

7. NEW BUSINESS:

A. PZC #17-01 Special Permit – 178-180 Rowley Street, Map 033, Block 158, Lot 050 Applicant/Owner: Northwest Sporting Goods, LLC Proposal: Construct Self Storage Building and Parking Lot on Vacant Lot on 180 Rowley Street; Add 64 Storage Units Inside Building at 178 Rowley Street; and Remove 2000 square feet of Retail Inside Building at 178 Rowley Street.

MOTION: Mr. Melycher, Mr. Closson second, to schedule a public hearing for January 23, 2017 in the matter of PZC #17-01 Special Permit – 178-180 Rowley Street, Map 033, Block 158, Lot 050 Applicant/Owner: Northwest Sporting Goods, LLC Proposal: Construct Self Storage Building and Parking Lot on Vacant Lot on 180 Rowley Street; Add 64 Storage Units Inside Building at 178 Rowley Street; and Remove 2000 square feet of Retail Inside Building at 178 Rowley Street; unanimously approved.

8. COMMUNICATIONS:

Mr. Sadlowski reminded the Board that the Northwest COG is hosting a training on policies and procedures of running a meeting on February 25, 2017 and March 2, 2017. Members were asked to contact the COG directly if interested in a refresher course.

9. TOWN PLANNER'S REPORT:

Mr. Sadlowski reported that an upscale hamburger restaurant will likely be going into the former Primo building. He also noted that a new tenant will likely be opening in the former Cackleberries space. Lambert Kay has most of the windows out now, according to Mr. Sadlowski. He explained that there is almost enough money remaining for this project to complete the demolition of this building. Mr. Sadlowski provided an update on Marty Golden's building, too. He noted that the report has been received from Goman+York as a product of the Envisioning Winchester Session held last month.

10. OTHER BUSINESS:

A. Architectural Review Committee.

Mr. Sadlowski explained that the Architectural Review Committee has five regular members and two alternate members. Mr. Sadlowski noted that he will function as one of the regular members but that two of the previously appointees should serve as alternates. It was noted that the alternates would still be expected to actively participate in discussions.

MOTION: Mr. Closson, Ms. Wilkes second, to appoint Lara Green-Kazlauskas to a two-year term as an alternate and appoint Bruce Benedetto to a one-year term as an alternate; unanimously approved.

B. Accomplishments.

Mr. Sanden explained that he had recently seen improvements made by B&D Landscaping at their Rockwell Street property. He explained that he had been pondering whether there should be some type of acknowledgement made when a property undergoes a significant investment in time and money to improve it. Mr. Closson agreed that a formal recognition is a good idea, even if not by this Commission. Discussion ensued as to whether it might be appropriate for the Economic Development Commission to do this.

Various Zoning Regulations were discussed as possible changes were considered.

Among the proposed changes were:

- A. Page 7, 2 Town Center Residential column b, remove "Multi-Family";
- B. Page 7, a.i. Uses-Permitted Uses, add Home Farming;
- C. Page 8, Town Center, add, "Note: The Zoning Enforcement Officer may approve a change in use between one Permitted Use and another Permitted Use in the TC Zone";
- D. Page 9, Town Gateway, add, "Note: The Zoning Enforcement Officer may approve a change in use between one Permitted Use and another Permitted Use in the TC Zone";
- E. Page 13, Highland Lake District, i. Building Height, First Paragraph, First Line, add the language, "...from the highest point of the existing pre-development grade...";
- F. Page 13, Highland Lake District, ii. Impervious Surfaces, First Paragraph, Third Line, add the language, "...by Special Permit issued by the Zoning Board of Appeals, receive a 5%...";
- G. Page 25, C. Non-Conforming Uses, Buildings/Structures, Lots, 2.c. Continuation, Second Paragraph, Third Line, omit the portion of language, "...and/or altered...";

- H. Page 26, Paragraph v, add a Second Paragraph, "...If a non-conforming structure or portion of a structure or any structure containing a non-conforming use becomes physically unsafe or unlawful due to lack of repairs or maintenance, and is declared by the duly authorized official of the Town of Winchester to be unsafe or unlawful by reason of physical condition, or in violation of the Anti-Blight Ordinance #180, it shall not thereafter be restored, repaired, or rebuilt except in conformity with the regulations of the district in which it is located if the cost of such restoration, repair, or rebuilding exceeds fifty (50%) percent of the appraised valuation as determined by the Tax Assessor of the Town of Winchester.
- I. Page 28, 6 Non-Conforming Structure Expansion Allowance, Second Paragraph, Second Line, replace, "...Zoning Enforcement Officer..." with "...Zoning Board of Appeals...";
- J. Page 29, under iii, the following language added after the first sentence, "...The Board may allow such non-conformities as they existed on the lot currently to be continued in the new construction, but shall give due consideration to the recommendations given in ii, above, to minimize these non-conformities when possible. The board may also re-appropriate the non-conformities to better situate the structure on the lot, by for example, centering the structure between the lot lines or rotating the structure to better line it up with neighboring properties, provided the total non-conformities are not increased overall...";
- K. Page 30, Second Paragraph, Second Line, add the following language, "...other than for Open Space Subdivisions, or in the case of a cut not involving a subdivision, not more than...";
- L. Page 30, under 2 Building on Existing Lots, Paragraph b, Third Line, add the following language, "...of these Regulations, then upon discovery, the Zoning Enforcement Official shall order all such lots to be combined as necessary;
- M. Page 31, delete the entire paragraph of 5 Accessory Building and Structures Within Rear Yard and correcting the numbers of the paragraphs following this one;
- N. Page 32, Paragraph 7 Accessory Structures, Second Line, add the language, "...less than 10 feet which will not house any persons or animals...";
- O. Page 46, Sign Types, 6. Wall Sign, include the following language, "...Total Allowance Per Building: Two square feet for every linear foot of building facing a front lot line, and where a majority of the building parking and access is located to the side of the building – frontage on that side may also be counted, but not to exceed 80 square feet of total sign area including any frame for each standard shop front, and 200 square feet for Anchor Tenants having over 100' of store frontage. Where a building has a rear or side access point which fronts a second street, one additional wall sign per shop may be allowed using the formulas above...";
- P. Page 64, k Change of Use, Fourth Line, add the following language, "...Regulations are met, except for existing non-conformities related to items such as setbacks and coverage, and where no...";
- Q. Page 116, Glossary, the definition of Accessory Residential Uses to change to the following, "...Ancillary uses and structures to single- or multi-family uses located in a side or rear yard, including but not limited to pool houses, maintenance sheds, detached garages, swimming pools, and community centers (in TCR districts only) but shall not include accessory apartments; and
- R. Page 117, Glossary, the definition of Impervious Surface, Second Line, the word, "paved" to be removed from "parking lots".

11. ADJOURNMENT:

MOTION: Ms. Wilkes, Mr. Closson second, **to adjourn at 8:22PM; unanimously approved.**

Respectfully submitted,

**Pamela A. Colombie
Recording Clerk**