

**TOWN OF WINCHESTER  
PLANNING AND ZONING COMMISSION  
MINUTES, NOVEMBER 24, 2014**

FILED  
CLERK'S OFFICE

NOV 24 2014

CLERK

1. *Call to Order*  
7:02 PM

2. *Roll Call*  
PRESENT: C. Sanden, B. Wilkes, A. Melycher, S. Closson, J. Martinez  
ABSENT:  
OTHERS PRESENT: D. Martin, Town Manager; G. Closson, Liaison; M. Connor, Planning Consultant

3. *Agenda Review*

4. *Approval of Minutes*

- Motion by Closson, seconded by Melycher, to approve minutes of October 27, 2014, Regular Meeting; motion approved unanimously (Martinez, abstain).

5. *Old Business*

6. *New Business*

A. PZC 14-26 Site Plan Application (70-84 S. Main Street)

- Mr. P. Doyle (LADA, representing Applicant) summarized the proposed site plan.
- Mr. M. Sherman, Mr. R. Colabella (Laurel Engineering, representing Applicant) summarized drainage, soil erosion, and low-impact development components of the proposed site plan.

*[Presentation and discussion interrupted due to previously published notice of Public Hearing]*

B. PZC 14-27 Public Hearing, Site Plan and Special Permit Application (35 Willow Street)

- Sanden informed Mr. M. Renzullo (Laurel City Revamp, Applicant) of statutory inappropriateness of presentation by a seated member of the Planning and Zoning Commission.
- Mr. M. Renzullo (Laurel City Revamp, Applicant) expressed unfamiliarity of statute, acknowledged applicability of statute due to his seat (Alternate) on the Planning and Zoning Commission.
- Sanden indicated that the intent was to make Renzullo aware that future actions related to Laurel City Revamp activities, should Renzullo remain a member of the Planning and Zoning Commission, be presented by a third-party representative.
- Renzullo summarized proposed requested for parking waiver, including reference to new proposed uses (office, residential).
- Renzullo indicated that lower level interior parking included in the originally approved site plan had been eliminated due to environmental and building code concerns.
- G. Closson voiced concerns regarding on-street parking availability on Willow Street.
- Renzullo described other parking availability, specifically on commercial property nearby (referred to as the "Levine Automotive lot") and the Town lot at Willow Street and Rowley Street.
- S. Closson commented upon original site plan approval related to solely to bakery and the apparent additional uses, not approved, referred to in relation to the parking waiver.
- Sanden reviewed the prior site plan approval and reviewed Section 4.4.10 of the Town of Winchester Zoning Regulations (1955, as amended).
- Martin clarified that application sought parking waiver for uses not approved and that approval of new uses was not part of the published notice for the public hearing nor of the application.
- Connor recommended continuing the public hearing in order to provide Renzullo the opportunity to consider and, if appropriate, amend the application.

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- Renzullo indicated that he desires to secure approval for the expanded uses.
- Martinez commented on the added parking requirements needed to support additional residential and commercial tenants.
- **Motion by Wilkes, seconded by Closson, to continue the Public Hearing as soon as possible, pending amendment of application by Renzullo; motion approved unanimously.**

*[Presentation and discussion of PZC 14-26 resumed at 8:00 PM]*

A. PZC 14-26 Site Plan Application (70-84 S. Main Street; continue)

- Mr. J. Manners (representing Applicant) discussed the design and architectural components of the proposed facility.
- Wilkes expressed dislike of the design.
- P. Doyle indicated that the design was similar in nature to the proposed Northwest Connecticut Community College facility to be located on an adjacent property.
- J. Manners explained the client's design philosophy with regard to architectural features, components, and colors.
- Martinez commented on the design of "brand."
- S. Closson repeated concerns related to design.
- Wilkes said that the design does not match traditional Winsted design.
- J. Manners further described building materials and color selection.
- Mr. M. Galante (representing Applicant) described traffic study completed.
- Wilkes commented on proposed Main Street crosswalk.
- P. Doyle indicated Connecticut Department of Transportation standard for crosswalks.
- M. Galante indicated that he does not support crosswalks across Main Street, but that the Department of Transportation makes the final determination.
- Wilkes inquired as to whether the site will include ambulance service.
- P. Doyle indicated that the proposed facility is not seeking a license to operate as an emergency care facility.
- S. Closson asked about traffic signal timing.
- M. Galante described the process of determining signalization cycles.
- P. Doyle summarized the permitted use, the complete application, the Town staff and other professional reviews, the requirement of Inland Wetlands and Watercourses Commission approval prior to Planning and Zoning Commission approval (in accordance with State statutes), the intent to address all comments prior to the December 17 Inland Wetlands and Watercourses Commission meeting and the December 22 Planning and Zoning Commission meeting, the proposed lighting plan, and the LEED components and design of the proposed facility.
- Mr. M. Connor (representing Town) read into the record his review comments (dated November 14, 2014) a copy attached hereto).
- Wilkes complimented Connor on his thorough and professional review.
- S. Closson asked about the necessary bonds for a project of this scale.
- M. Connor recommended that the Town Attorney review any proposed bonds related to the project.
- Sanden reviewed Town staff comments (attached hereto).
- Wilkes asked for clarification about Building Official comments (building code review to occur following site plan approval and prior to issuance of building permit).
- Wilkes asked for consideration to alter design.
- P. Doyle responded no, that the design is in response to the client's desires.
- Wilkes re-emphasized concerns related to design and asked for re-consideration.

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- P. Doyle said no.
- Martin clarified that Town of Winchester Zoning Regulations do not include guidelines or standards for architectural consideration.
- **Motion by Wilkes, seconded by Melycher to table consideration of PZC 14-26 until decision by Town of Winchester Inland Wetlands and Watercourses has been rendered; motion approved unanimously.**
  
- Martinez commented on the added parking requirements needed to support additional residential and commercial tenants.
- **Motion by Wilkes, seconded by Closson, to continue the Public Hearing as soon as possible, pending amendment of application by Renzullo; motion approved unanimously.**

*7. Other Business*

*8. Communications*

*9. Town Manager's Report*

- Martin summarized status of various projects including 32 Lake Street, 10 Bridge Street, 760 Main Street, and 8 S. Main Street.
- Sanden requested that status of previously approved mapping project for downtown parcels be discussed at the December 8 meeting.

*10. Adjournment*

- **Motion by S. Closson, seconded by Wilkes, to adjourn at 9:02 PM; motion approved unanimously.**

Respectfully submitted,  
Dale L. Martin  
Town Manager