1. **ROLL CALL**
Chair George Closson calls the meeting to order at 7:03PM. In attendance are members Peter Marchand (Vice-Chair), Willard Platt, Charlene LaVoie (Alternate, seated), Adam Quagliaroli (Alternate, seated), and Rista Malanca (Alternate). Absent excused is Craig Sanden and John Cooney (Secretary). Also in attendance is Town Planner/Director of Land Use, Lance Hansen, and Asst. Town Planner/ZEO Geoffrey Green.

2. **PUBLIC COMMENT**
Charlene LaVoie makes comment on the color choice of Hinsdale School; “construction color” is confusing when looking at the main entrance appears to still be under construction.

3. **AGENDA REVIEW**
Item #4 removed as Town Manager Paul Harrington is unable to attend this meeting.

4. **Town Manager, Paul Harrington invited for introductions.**
Tabled.

5. **APPROVAL OF MINUTES: March 25, 2024**
Motion made for minutes approval by George Closson and seconded by Peter Marchand, unanimously approved.

6. **PUBLIC HEARINGS**
PZC#24-3 – Special Permit application, Location: 211 West Wakefield Blvd., Applicant representative: Philip Pires, Owner: Steven Heffer, Proposal: Applicant is seeking a Special Permit under Section III(D)(5) for site work on slopes greater than 15% for site development for proposed residence addition and new garage.
Discussion. Representative/engineer, from Arthur H Howland & Associates, Jim McTigue presents comprehensive plan for 211 West Wakefield Blvd. Wetlands approval granted, ZBA approve sought on Tuesday, April 23, 2024. The board has questions which require answers prior to approval.
*Motion to table and continue at the May 13th meeting made by Charlene LaVoie, seconded by Peter Marchand, and unanimously approved.*

7. **New Business**
None

8. **Old Business**
The Board is requesting school population and capacity figures in writing and on record from Board of Education. Need to know what the schools are capable of handling, numbers wise, in the event of an influx in town population. Town Planner/Director of Land Use, Lance Hansen will collect the information.
9. **Other Business**
Continued planning discussion for parking as principle use zoning regulations. Proposed definition:

**Parking as Principal Use:** A lot that does not contain a permitted building of more than 400 square feet or located within 2000 feet of the associated principal use building exclusively used for the parking of motor vehicles. Parking standards as described within the Winchester Zoning Regulations – Parking Types, Outdoor Lighting, and Landscaping to be incorporated into design for parking lot. Municipal parking lots standards as outlined in Section 367: Town Ordinances / Part II: General Legislation / Vehicles and Traffic.

**Corner Lots:** A corner lot shall not be used solely for parking because of limited visibility, blind corners, obscured entrances can increase risk of traffic accidents.

**Adjacent Parking Facilities:** Two principal parking facilities shall not be located directly adjacent to one another, with the exception of a new structured parking facility replacing an existing parking lot. Parking as Principal Use as permitted use in Town Center (TC), and Town Gateway (TG), zoning districts; and consideration for special permit application in Town Single Family (TSF), Town Center Residential (TCR), Highland Lake (HL) and Highland Lake Business (HLB) zoning districts.

Chair Closson requested that board member Rista Malanca to continue to work with Town Planner/Director of Land Use, Lance Hansen for edits to this definition prior to the next meeting. Will need to set a public hearing date once complete.

10. **Enforcement Report**
Question / Answer with Zoning Enforcement Officer, Geoff Green.

11. **Communications**
Town Planner/Director of Land Use, Lance Hansen, confirms the receipt of the 2023 Highland Lake Water Quality Report. A PDF will be emailed to the board.

12. **Adjournment**
*Motion made by Charlene LaVoie, seconded by Adam Quagliaroli, and unanimously approved at 8:29PM.*

Respectfully submitted,
Lauren Jones Dombrowski, CCTC
Asst. Town Clerk, Town of Winchester
Board Clerk