

**TOWN OF EAST WINDSOR
PLANNING AND ZONING COMMISSION**

REGULAR Meeting #1696 – May 24, 2016

MEETING MINUTES

********Draft Document Subject to Commission Review/Approval********

The Meeting was called to order in the Park Hill Community Hall, 1-A Park Hill, Broad Brook, CT. at 6:30 P. M. by Chairman Ouellette.

PRESENT: **Regular Members:** Joe Ouellette (Chairman), Lorry Devanney, Mike Kowalski, Dick Sullivan and Jim Thurz.
 Alternate Members: Tim Moore, and Marti Zhigailo.

ABSENT: **Regular Members:** Everyone present
 Alternate Members: Two Alternates present. One vacancy open

Also present was Town Planner Whitten.

GUESTS: None

ESTABLISHMENT OF QUORUM:

A quorum was established as five Regular Members were present at the Call to Order. Alternate Member Zhigailo and newly appointed Member Tim Moore arrived shortly. Chairman Ouellette noted all Regular Members would sit in, and vote, on all Items of Business this evening.

LEGAL NOTICE:

The following Legal Notice, which appeared in the Journal Inquirer on Thursday, May 19, 2016, was read by Chairman Ouellette:

- The East Windsor Planning & Zoning Commission will hold a meeting on Tuesday, May 24, 2016 at 6:30 p.m. at the Park Hill community hall, 1-A Park Hill, Broad Brook, CT, to discuss the following:
 Final Plan of Conservation & Development (POCD) Review

ADDED AGENDA ITEMS: None.

PUBLIC PARTICIPATION:

No members of the public attended this Meeting

APPROVAL OF MINUTES/April 26, 2016:

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MOTION: To ACCEPT the Minutes of Regular Meeting #1695 dated April 26, 2016 with the following amendments:
Page 2, **PUBLIC PARTICIPATION:** “~~Chairman Ouellette~~ **VICE CHAIRMAN THURZ** queried the audience....”
Page 9, **NEW BUSINESS, Horizon View Estates, LLC:** Paragraph 1, “The parcel is a farm field, with one existing **lost LOT** cut out. Wetlands do not exist on the parcel, however, drainage **with lad WILL LEAD** to a pond off site,.....”
Page 15, **ADJOURNMENT, Vote on Motion to Adjourn:** Abstained: ~~Ouellette~~ **NO ONE**

Devanney moved/Kowalski seconded/**DISCUSSION:** None.

VOTE: In Favor: Kowalski/Sullivan/Thurz
Opposed: No one
Abstained: Devanney/Ouellette

RECEIPT OF APPLICATIONS:

Chairman Ouellette noted receipt of the following Applications:

1. Application of Calamar Enterprises for a Text Amendment to Section 802 Multi Family Development District (MFDD); and Section 600 Landscape Regulations.
2. Application of Recycled Concrete Products of CT and owner Herb Holden Trucking, Inc. for renewal of existing Special Use Permit for volume reduction facility at 33 Apothecaries Hall Road. [M-1 Zone; Map 57, Block 48, Lot 38].

PERFORMANCE BONDS – ACTIONS; PERMIT EXTENSIONS; ROAD ACCEPTANCE

Nothing presented this evening.

CONTINUED PUBLIC HEARINGS: None.

NEW PUBLIC HEARINGS: None

OTHER BUSINESS: None.

OLD BUSINESS: None

NEW BUSINESS: None

BUSINESS MEETING/(2) Final Review of Warehouse Point Study:

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Town Planner Whitten recalled that Terri Hahn, of LADA, LLC, had presented information regarding this study at the last meeting. Town Planner Whitten presented the Commission with a map received today which incorporates the latest changes made during that presentation; she also presented the Commission with a list of recommendations to consider. Discussion followed regarding the following recommendations:

- Chairman Ouellette referenced the Warehouse Point Master Plan, noting the bulletin point indicating “**Future Town Offices**” at the site of the present Children’s Place. While he didn’t disagree with this recommendation he felt this information contradicted other references in the POCD for use of the Kogut property for future municipal facilities. Chairman Ouellette noted during the Warehouse Point Study presentation a member of the public had suggested other, tax generating uses for the Children’s Place property. He questioned that if the State abandons the use of the Children’s Place and the recommendation for Town Offices was part of the POCD or Warehouse Point Study and the Town passed on that use what would be the process for use of the property by a private developer? Town Planner Whitten reviewed the process as being submission of a regulations text change for a change of use to the Planning and Zoning Commission (PZC), the subsequent submission of a Special Use Application to the PZC, and eventual 8-24 referral by the PZC to the Board of Selectmen.
- Commissioner Zhigailo noted the Commission had recommended the use of the property across Bridge Street from the Children’s Place for use as a **Professional Office/Services Park**. Potential uses under consideration would be medical associated, such as diagnostic offices, therapy facilities, etc. The business uses of that property would generate tax revenue.
- Chairman Ouellette suggested review of the recommendations and possible change of priority listing of recommendations.

The consensus of the Commission was the Warehouse Point Study was a valuable undertaking.

Town Planner Whitten will advise Mrs. Hahn of the Commission’s comments. Mrs. Hahn will make a presentation of the final Master Plan at a future meeting.

BUSINESS MEETING/(1) Final Review of Plan of Conservation and Development (POCD):

The Commission and Town Planner Whitten reviewed the POCE draft page by page, noting minor language/semantic changes and editing/formatting changes. Discussion also occurred on the following items:

Chapter 1 – Introduction to East Windsor POCD 2016:

Minor language/semantic changes

Chapter 2 – Conserving Community Resources:

Page 2-7 – Sidebar: It was noted these bullets are interesting factoids summarized from the (SurveyMonkey) survey. Discussion followed regarding presentation of these facts – was it too much information, could they be summarized further and presented as a generalization, i.e. over 50% of the respondents favored....., It was felt that from a formatting perspective the sidebar was a pleasing visual break from continual text. It was felt the sidebar should remain, with the bullet points separated by a line space.

Page 2-8 – Sidebar: Town Planner Whitten to review the information presented regarding the percentage of total land - 12 acres – to the total acreage. Formatting change - abbreviations to be spelled out.

Page 2-9: Line two:– clarification of information identified currently as “XX%”
Page 2-11:

Action: Monitor Existing and Potential Environmental Problems:

Bullet 2: Include Rye Street.

Bullet 2a: Language change

Action: Revise Impervious Surface Standards:

Bullet 1: Language change

Page 2-12: Two Primary Strategies listed; review both with an eye to combination or clarification.

Page 2-15 –

Action: Protect Scenic Roads.....It was noted that some of the roads listed are State roads for which the Town lacks jurisdiction. These roads fall under a legal definition under the Connecticut General Statutes. Consider language revisions

Chapter 3 – Guiding Development:

Page 3-2, Residential Development: consider spelling out abbreviations.

Page 3-5: spelling changes

Pages 3-8 and 3-9: Discussion/review of information sources.

Page 3-13.

B: Continue to define and monitor B# zoning along Route 140...:

Bullet 1: Language change, discussion of Special Use Permit process and its impact on development

Bullet 2: Language change.

Page 3-14:

C Promote Transit Oriented Development (TOD) and/or Village Zoning in Warehouse Point: Language change.

Page 3-15:

Action: Investigate methods to link into the proposed Transit Oriented Development in Windsor Locks: formatting consistency. Also discussion of consistency with the CRCOG POCD.

Page 3-17:

Bullet 18: Change of language, spelling corrections

Pages 3-15 through 3-17: Consider reshuffling order of Bullets 1 – 24.

Page 3-18:

Action: Should the Connecticut State Police Gun Range be located in this area.....: Remove action item.

Page 3-20:

Action: Investigate potential development of town property known as “Kogut property” Language revision. Discussion of use.

Action: Initiate discussion with State Department of Transportation (ConnDOT) to perform a traffic study on Route 5..... Language revision.

Chapter 4 - Meeting Infrastructure Needs:

Page 4-1: Overview: Language revisions to bullet items.

Page 2 and Page 4: Photos are redundant.

Page 4-7:

Bullet: Warehouse Point Fire Department: Language revision

Page 4-11: American Heritage River Commission – River Access:

Action: To travel on the Scantic River Language revisions.

Page 4-12: Primary Strategy: Meet Infrastructure Needs:

Action: Revise street design standards..... Language revision.

Discussion of sidewalks, where appropriate, consideration of sidewalks and cyclists strip when considering rehabilitation of roads.

Action: Budget and schedule for regular street sweeping and catch basin cleaning: Remove road classifications

Page 4-15:

Action: Maintain Municipal Signage: Discussion of location ownership, maintenance of same, development of Adopt-A-Spot ordinance/program.

Conclusion:

Bullet 2: Language revision.

The Commission discussed the Open Space Map. Discussion followed regarding Open Space vs. perceived Open Space.

Town Planner Whitten has recommended the creation of a POCD Implementation Committee, which would be established by the PZC and appointed by the BOS.

Town Planner Whitten reviewed the process for adoption of the POCD going forward. Revisions discussed this evening will be incorporated into the current document; the intent is for the Commission to review the final draft at its June 14th Meeting. The final document would then go to the BOS for review/acceptance on July 5th; the document will then be referred to CRCOG for review. Town Planner Whitten anticipates holding a Public Hearing on adoption of the POCD on September 15th.

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BUSINESS MEETING/(3) Signing of Mylars/Plans; Motions:

Mylars/Plans:

- **Styles Brook Storage, LLC** – Modification of Approved Site Plan to remove 9,000 sq. ft. multi-tenant building and add two 5,400 sq. ft. self-storage buildings at 22 Wagner Lane. [M-1 zone; Map 81, Block 11, Lot 3] .
- **Mario Giroux** – 3-lot Subdivision of property located at Thrall Road and Middle Road, owned by Mulnite Farms, Inc. [R-3 zone; Map 49, Block 63, Lot 1].
- **Dana Christensen** - 1-lot Resubdivision and Special Use Permit / Rear Lot for property located at 43 Rockville Road, owned by Leonard A. Mulnite Trustee. [R-3 zone; Map 39, Block 64, Lot 21A].

Motions:

- **Dana Christensen** - 1-lot Resubdivision and Special Use Permit / Rear Lot for property located at 43 Rockville Road, owned by Leonard A. Mulnite Trustee. [R-3 zone; Map 39, Block 64, Lot 21A].

ADJOURNMENT:

MOTION: To ADJOURN this Meeting at 8:35 p.m.

Devanney moved/Sullivan seconded/VOTE: In Favor: Unanimous

Respectfully submitted,

Peg Hoffman, Recording Secretary, East Windsor Planning and Zoning Commission
(1594)