

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

**REGULAR Meeting #1739 –June 12, 2018**

***MEETING MINUTES***

***\*\*\*\*\*Minutes are not official until approved at a subsequent meeting\*\*\*\*\****

The Meeting was called to order in the Town Hall Meeting Room, 11 Rye Street, Broad Brook, CT. at 6:32 P. M. by Chairman Ouellette.

**PRESENT:**    **Regular Members:**    Joe Ouellette (Chairman), Michael Kowalski, Tim Moore, and Jim Thurz.

**Alternate Members:** Frank Gowdy, and Marti Zhigailo.

**ABSENT:**    **Regular Members:**    Dick Sullivan.

**Alternate Members:** Anne Gobin.

Also present was Town Planner Whitten.

**GUESTS:**

**ESTABLISHMENT OF QUORUM:**

A quorum was established as four Regular Members and two Alternate Members were present at the Call to Order. Regular Member Sullivan and Alternate Member Gobin, who was recently appointed to the Commission, were absent. Chairman Ouellette noted all Regular Members would sit in, and vote, on all Items of Business this evening. Following in accordance with the service rotation schedule Alternate Member Gowdy would sit in on all Items of Business other than Item IX. **NEW PUBLIC HEARING:** Carl Crane; Alternate Member Zhigailo would sit in on Item IX..

**LEGAL NOTICE:**

The following Legal Notice, which appeared in the Journal Inquirer on Friday, June 1, 2018, and Friday, June 8, 2018, was read by Chairman Ouellette:

1.       Application of Crane Properties, LLC for a Special Use Permit for Site Plan Modification to regrade and stabilize the area where excess material is stored, and associated improvements at 118 Prospect Hill Road. Zone M-1, Map 112, Block 17, Lot 000PA & 2A1.

**ADDED AGENDA ITEMS:**           None.

**PUBLIC PARTICIPATION:**

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Chairman Ouellette queried the audience for comments regarding items/issues not posted on the Agenda. No one requested to speak.

**APPROVAL OF MINUTES/May 8, 2018 Special Meeting:**

**MOTION: To ACCEPT the Minutes of Special Meeting #1738 dated May 8, 2018 as presented.**

**Moore moved/Thurz seconded/DISCUSSION: None.**

**VOTE: In Favor: Kowalski/Moore/Thurz/Zhigailo  
Opposed: No one  
Abstained: Ouellette**

**RECEIPT OF APPLICATIONS:**

Chairman Ouellette noted receipt of the following new Applications:

1. Application of Newberry Road Enterprises, LLC for a Text Amendment to Section 816.1.B.3 – *Minimum Standards for Composting Wood Chipping Facilities*, to change the required landscaped buffer from 100 feet to 50 feet.
2. Application of Recycled Concrete Products of CT and owner Herb Holden Trucking, Inc. for property located at 33 Apothecaries Hall Road for renewal of existing Special Use Permit under Section 809 to fill in an area of the site to create additional area for future commercial use in association with existing volume reduction facility. [M-1 zone; Map 57, Block 48, Lot 38].
3. Application of owners Apothecaries Hall Enterprises, LLC and the East Windsor Sportsmans Club for property located on the south side of Apothecaries Hall Road for renewal of existing Special Use Permit for earth excavation. [M-1, R-3 & A-1 zones; Map 57, Block 49, Lot 3; Map 57, Block 65, Lot 1, and Map 48, Block 65, Lot 7]

**PERFORMANCE BONDS – ACTIONS; PERMIT EXTENSIONS; ROAD ACCEPTANCE**

No requests presented under this Item of Business this evening.

**CONTINUED PUBLIC HEARINGS: None.**

**NEW PUBLIC HEARINGS – Crane Properties, LLC** - Special Use Permit for Site Plan Modification to regrade and stabilize the area where excess material is stored, and associated improvements at 118 Prospect Hill Road. Zone M-1,

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Map 112, Block 17, Lot 000PA & 2A1. (*Deadline to close hearing July 17, 2018*):

Chairman Ouellette read the description of this Public Hearing.

Mr. Crane reported he is present but his engineer has not yet arrived. Chairman Ouellette suggested postponing Mr. Crane's application until his expert joins him.

**MOTION:** To **POSTPONE** the opening of the Public Hearing for Crane Properties, LLC for a Special Use Permit for Site Plan Modification to regrade and stabilize the area where excess material is stored, and associated improvements at 118 Prospect Hill Road. Zone M-1, Map 112, Block 17, Lot 000PA & 2A1.

**Moore moved/Thurz seconded/DISCUSSION:** None.

**VOTE:** In Favor: Unanimous (Ouellette/Kowalski/Moore/Thurz/Zhigailo)

**NEW BUSINESS: International Brotherhood of Electrical Workers, Local Union No. 42** - Site Plan Review for construction of commercial development consisting of buildings, parking areas, and driveways at 20 – 22 Craftsman Road. Zone A-1, Map 093, Block 19, Lot 12-05 and 12-06. (*Deadline for decision July 12, 2018*):

Chairman Ouellette read the description of this Agenda Item.

Appearing to discuss the Application was Jay Ussery, of J. R. Russo & Associates, representing the Applicant, International Brotherhood of Electrical Workers, Local Union No. 42. Also present was Michael Treadwell, Business Manager and CEO of IBEW, Attorney David Barry, Carol Carney, broker, and Reza Manzouri, Architect.

Mr. Ussery described the property located on Craftsman Road. He noted that in 2006, the owners, East Windsor Limited Partnership, came before the Commission with a plan to subdivide the property into 6 parcels. Under this application you will be looking at Lot 5, located on the corner of Craftsman Road, and Lot 6, which is adjacent to Lot 5 and extends out to Newberry Road. The International Brotherhood of Electrical Workers are looking to build 2 new buildings and move from their current building in Manchester, which they've occupied for 30 years but has become too small.

Mr. Ussery indicated that they are proposing to construct a 10,000 square foot building on Lot 5, which will contain office and classroom space. A second, 18,000 square foot building, will be built to the rear which will contain classroom space for training on pole work. There will also be an outside training area which will be used for training of the pole work and bucket trucks – everything they do in the field. Mr. Ussery reported there

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is a similar facility on Kingsbury Avenue in Tolland which is owned by Eversource. Access to this lot will be provided by an access road entering from Craftsman Road; parking will be provided in front of and to the side of the smaller building for 10 office workers. Additional parking will be provided for the classroom space. Access to the larger building is provided further up Craftsman Road and continues to the rear of the larger building. The larger building will contain overhead doors in the rear. Mr. Ussery indicated Lot 5 contains 8 ¼ acres, while Lot 6 is comprised of 7 ½ acres. The proposed development complies with building and lot setbacks and impervious coverage; they are also proposing landscaping for the facility.

Regarding stormwater management, Mr. Ussery referenced the full drainage report sent to the Planning Department earlier. Drainage will flow into one basin in front of the smaller building next to the office space, one basin is located in the center between both buildings, and the third is to the rear; everything flows to the brook under Craftsman Road, then continues on to the Field Trial area and ultimately the Connecticut River. Mr. Ussery indicated they appeared before the Wetlands Commission and received approval. Mr. Ussery noted there will be a pedestrian bridge to allow people to go between both buildings.

Commissioner Thurz questioned that this facility will provide continuing education for electrical workers? Mr. Treadwell replied affirmatively, noting the program provides training is for line workers. He noted they do contract work for CL&P; there are currently approximately 135 apprentices. They could have 60 apprentices occupying the facility on weekends to learn the pole work.

Commissioner Gowdy questioned if they are an educational facility do they pay taxes? Mr. Treadwell didn't know as he isn't in charge of that aspect of the program. Commissioner Gowdy questioned if the Brotherhood got money from the State? Mr. Treadwell indicated he wasn't aware of that either. Town Planner Whitten didn't feel the organization was tax exempt.

Commissioner Gowdy questioned the depth of the detention basins? Mr. Ussery suggested the permanent pool would be 4 to 6 feet deep to keep out the invasive species, and would include perimeter plantings. Mr. Ussery indicated the detention basins wouldn't be fenced in.

Mr. Ussery referenced renderings of both buildings. The front building containing the office space would have a stone veneer up the building to the window height, then a plaster finish above that. The building would contain a double door front entry with a peaked roof. Building height is proposed to be 17 feet; signage containing the street number and company identification would be on the front building. Mr. Ussery reported they will be returning to the Commission for approval of a signage package.

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Mr. Ussery indicated the rear building will be larger and taller, with a 32 foot height to accommodate the training poles and bucket trucks. The building will have a similar façade.

Commissioner Kowalski questioned if they are proposing screening for the HVAC mechanicals? Mr. Treadwell indicated they hadn't gotten that far in their design considerations; he didn't feel the rear building would be air conditioned. Mr. Ussery felt the mechanical equipment may be ground mounted. Mr. Treadwell indicated the back building would be utilized on the weekend if apprentices came in for training and the weather was inclement; the indoor training area would enable them to continue their training without losing that day. He suggested the rear building would be ventilated.

Commissioner Zhigailo questioned if they were proposing oil/water separators or grease traps for the training building? Reza Manzouri, architect for the project, joined Mr. Ussery and Mr. Treadwell at this point. Mr. Manzouri indicated the building would contain a concrete floor; the poles would be installed in "sleeves". The trucks would be pulling inside to put the poles in place but they don't anticipate any maintenance of the trucks inside the building.

Commissioner Kowalski questioned if there would be any outside lighting for the pole training? Mr. Treadwell replied negatively, noting they don't plan any training at night.

Commissioner Moore questioned if the asphalt wraps around the building? Mr. Ussery indicated the asphalt ends at the end of the driveway and parking lot for the rear building; access to the rear training yard is gravel. Mr. Treadwell reported the trucks only come once a month to set up poles. Commissioner Thurz suggested there really isn't that much traffic on Craftsman Road. Commissioner Moore referenced the gravel driveway access, citing his concern for pushing snow into the detention basin. Mr. Ussery suggested there are bio-filter strips in the basins; they would keep the snow to the sides. Mr. Ussery suggested they can put notes on the plan. Town Planner Whitten suggested they also don't want road salt/sand to get into the basin either.

Mr. Ussery indicated they can get a gravity sanitary sewer line for the front building, but would need a pump to get the sewer to the back building. Commissioner Kowalski questioned where the generator would go? Mr. Ussery suggested they haven't decided that yet but a possibility is installation near the mechanicals. Mr. Ussery suggested they can add screening.

Chairman Ouellette questioned what they're planning for signage? Mr. Ussery indicated they haven't decided that yet. They would like a sign on Craftsman Road but would also like one on the corner of Newberry Road at the intersection with Craftsman Road. Mr. Ussery recalled that at one time there had been a multiple business signboard at the end of Newberry Road and Route 5 to identify all the businesses. Town Planner Whitten indicated DOT won't allow reinstallation of a similar sign.

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Commissioner Kowalski suggested the Photometric Plan shows 5 pole lights. Town Planner Whitten noted they are shown as 18 to 20 foot poles.

Commissioner Moore questioned if any fencing is planned around the back training lot; is there anything dangerous with the poles? Mr. Treadwell suggested everything is simulated; it's only for training.

Chairman Ouellette questioned Town Planner Whitten how the following pending items would be handled:

- **Site signage:** Town Planner Whitten suggested signage could be handled administratively under a Zoning Permit.
- **Future generator:** Town Planner Whitten suggested that could be handled under a condition of approval, or worked out on the mylars. Staff could also require screening when the Zoning Permit is issued. The Commission was ok with handling both items administratively under the Zoning Permit.

Chairman Ouellette queried the Commissioners for additional comments; no one raised any additional concerns. Chairman Ouellette questioned the Commission for their preference regarding this application?

**MOTION TO APPROVE the Application of owner East Windsor Limited Partnership requesting site plan approval to construct a 10,000 square foot building with offices and classrooms, an 18,000 square foot building with additional classrooms, training area, and storage, an outdoor gravel area for training and paved parking on the premises at 20-22 Craftsman Road in an M-1 Zone. Map 093, Block 19, Lot 12-05 AND Map 093, Block 19, Lot 12-06. This approval is granted subject to conformance with the referenced plans (as may be modified by the Conditions) and the following conditions:**

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**Referenced Plans:**

Cover Sheet 1/11: Site Plan, 20-22 Craftsman Road, East Windsor, CT Key Map 1" = 60', for I.B.E.W. Local Union No. 42, 20-22 Craftsman Road, East Windsor, CT. 06088; prepared by J. R. Russo and Associates, 1 Shoham Road, East Windsor, CT. 06088; P: 860-623-0569; F: 860-623-2485 ; [www.jrrusso.com](http://www.jrrusso.com)

2/11 – Existing Conditions Plan (Scale 1" = 60').

3/11 – Layout Plan (Scale 1" = 40')

4/11 – Grading Plan (Scale 1" = 40')

5/11 – Storm Sewer Plan (Scale 1" = 40')

6/11 – Utility Plan (Scale 1" = 40')

7/11 – Erosion and Sediment Control Notes & Details (Scale, As Noted)

8/11 – 11/11 – Details (Scale, As Noted)

Photometric Plan (Scale 1" = 40'), prepared by Greg Loda, Lighting Affiliates, 1208 Cromwell Ave., Rocky Hill, CT. 06067.

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**Conditions which must be met prior to signing of mylars:**

1. All final plans submitted for signature shall require the seal and live signature of the appropriate profession(s) responsible for preparation of the plans.
2. The conditions of this approval shall be binding upon the applicant, land owners, and their successors and assigns. A copy of this approval motion shall be filed in the Land Records prior to the signing of the final plans.

**Conditions which must be met prior to the issuance of any permits:**

3. One set of final plans, with any required revisions incorporated on the sheets shall be submitted for signature of the Commission. Mylar shall be filed in the Planning and Zoning Department.
4. An erosion and sedimentation control bond must be submitted for all site activities.

**Conditions which must be met prior to certificate of compliance:**

5. Final grading and seeding shall be in place or a bond for the unfinished work submitted.
6. All public health and safety components of the project must be satisfactorily completed prior to occupancy have not been completed, the Zoning Officer may issue a Certificate of Zoning Compliance provided a suitable bond is retained for any remaining work.

**General Conditions:**

7. In accordance with Chapter 900.3h of the Zoning Regulations, any approval of a site plan application shall commence the construction of buildings and/or site work **within one year from the date of approval and complete improvements within five years of the date of approval, otherwise the approval shall become null and void, unless an extension is granted by the commission.**
8. A Zoning Permit shall be obtained prior to the commencement of any site work.  
]
9. This project shall be constructed and maintained in accordance with the filed plans. Minor modifications to the approved plans that result in lesser impacts may be allowed subject to Staff review and approval.
10. Any modifications to the proposed drainage or grading for the site plan is subject to the approval of the Town Engineer.

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11. Additional erosion control measures are to be installed as directed by Town staff if field conditions necessitate.

12. By acceptance of this approval and conditions, the applicant, owner and/or their successors and assigns acknowledge the right of Town staff to periodically enter upon the subject property for the purpose of determining the compliance with the terms of this approval.

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

**VOTE: In Favor: Unanimous (Ouellette/Kowalski/Moore/Thurz/Gowdy)**

**MOTION: To GO BACK INTO THE POSTED AGENDA ORDER and hear the Application of Crane Properties, LLC.**

**Moore moved/Thurz seconded/DISCUSSION: None.**

**VOTE: In Favor: Unanimous (Ouellette/Kowalski/Moore/Thurz/Gowdy)**

**NEW PUBLIC HEARINGS – Crane Properties, LLC** - Special Use Permit for Site Plan Modification to regrade and stabilize the area where excess material is stored, and associated improvements at 118 Prospect Hill Road. Zone M-1, Map 112, Block 17, Lot 000PA & 2A1. (*Deadline to close hearing July 17, 2018*):

Chairman Ouellette read the description of this Public Hearing again. Carl Crane, the Applicant, and Brian Denno, of Denno Land Surveyors, joined the Commission.

Mr. Denno described the parcel as containing 7 ½ acres. Mr. Crane received approval in 2016 to stabilize the mulch area and install a detention pond. Mr. Denno reported there has been no market for the sale of the top soil so they have stockpiled it on the adjacent 1 ½ acre property. They installed silt fence around the stockpiles. Mr. Denno reported they did NOT receive a permit for that activity; Mr. Crane has been issued a Cease and Desist Order on the activity on the 1 ½ acre parcel. To address that issue Mr. Denno reported they have designed a new grading plan which mimics the flow before the grading and also installed plantings. Mr. Crane is not proposing any improvements for the site, just the storage of top soil. Mr. Denno reported they have added a swale on the west boundary, but there is no change in the drainage flow from before the material was put there to after. The site is protected with silt fence, which is being maintained. Mr. Denno reported they are asking for permission to clean up the site, and add grass seed. Mr. Denno also reported Town Engineer Norton has reviewed the plan and has no issues with the proposal. Mr. Denno reported they would be returning with a new application for that work; the pre and post conditions will be the same but there will be less water going onto Sofia's Plaza.



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Commissioner Kowalski questioned if the addition of a perforated pipe would help? Mr. Denno gave a description of the flow of the water. Don Walker, owner of Don's Auto, indicated the water was running down the side of his property now. Mr. Crane questioned that a swale ran down beside Mr. Walker's property? Commissioner Moore questioned when the fill was added to Mr. Crane's property; Town Planner Whitten suggested it had been stockpiled in August. Commissioner Moore questioned what had been in the location of the stockpiles previously; was it a field with vegetation? Mr. Denno suggested it was grass; Commissioner Kowalski noted there had been a line of trees in that area; Mr. Crane suggested they were junk trees, he has to constantly cut down the younger shrubbery. Mr. Denno concurred that the water is now flowing towards Sofia's Plaza. Commissioner Gowdy questioned that the water didn't flow in that direction previously? Mr. Denno replied not to his knowledge. Mr. Denno suggested they tried to mimic the pre-fill drainage pattern; he suggested Town Engineer Norton is happy with it. Commissioner Kowalski cited the Calamar development; he noted it appears they have elevated that site but you aren't draining there. Mr. Denno reported they can't increase water to another property.

Chairman Ouellette questioned what were the alternatives? Mr. Denno suggested they could put in a larger detention pond instead of the riprap plunge pool; he indicated they're trying to get the water to come back to the basin. Chairman Ouellette questioned if that was the only alternative? Mr. Denno suggested they're trying to get the flow as close to what it was before the fill was deposited. Commissioner Kowalski recalled Mr. Denno's comment about not increasing water to another property but you're increasing the flow to the north. Commissioner Moore suggested adding vegetation, as they had before the property was cleared, as vegetation would soak up the water. Mr. Crane indicated he didn't have any plans for development at present; it was a tapered piece of land that went towards the new housing and was never a problem with the repair people; he doesn't know how the water is getting there.

Chairman Ouellette questioned how viable it would be to remove the material stockpile and return the parcel to its original elevation? Mr. Crane suggested he wouldn't be opposed to that option. Commissioner Gowdy suggested the problem was that the material isn't being sold. Mr. Crane indicated he would put it back the way it was – between the pond and the building, although it will be expensive.

Chairman Ouellette offered neighboring property owners an opportunity to speak.

**Don Walker, 14 North Road:** Mr. Walker reported he's been there 15 years, during that time there was a natural swale but he's never seen water running by his property. Since the work Mr. Crane has done and the Calamar development – when we did have a good downpour recently the water ran off Mr. Crane's property and the property beside him (Calamar). Mr. Walker indicated he wasn't complaining, but since they did the site work and built up the soil berm there has been a lot of water running between his property. Mr. Crane felt there was a natural swale there before. Mr. Walker suggested

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there was vegetation there before; it seems like Mr. Crane wants to put in a parking lot. Mr. Crane reiterated he has no plans.

**Despina Tartsinis, owner of 2 North Road to the west of Carl Crane:** Mrs. Tartsinis indicated this became an issue in the Winter. She indicated she spoke with Town Planner Whitten regarding the development plans; she also had a conversation with Mr. Crane last Summer who told her he would be removing the trees which would be beneficial to them regarding their solar panels; Mrs. Tartsinis clarified there is no benefit to the solar panels due to this work. Mrs. Tartsinis noted there's a slope there now. She noted that that part of her property includes a retaining wall. In the past you would see water running out of the wall but now water pours out of it and cracks are appearing in the wall. Mrs. Tartsinis noted she did renovations to the parking lot 5 or 6 years ago; she's concerned that this run off will damage the parking lot. She indicated they considered adding landscaping but there isn't much space there. Mrs. Tartsinis suggested she felt Mr. Crane needs to address the significant amount of run-off.

Chairman Ouellette questioned Town Engineer Norton's memo; he cited there's nothing to suggest this won't work. Town Planner Whitten indicated he concern was that the topography goes down gently but now they're proposing to capture the water. She suggested with the Calamar development the water will continue to go down beside Don's property. Town Planner Whitten noted Mr. Crane had a permit to excavate the larger parcel; he found he had more soil than he needed so he stockpiled it in the smaller area. Mr. Denno agreed there's more runoff now that it's bare soil; he agreed the topsoil hasn't been selling. He also noted it's been a wet Spring. He suggested adding another foot of grade should lessen the run off; hopefully more will go into the ground. Mr. Denno suggested they could also enlarge the detention pond in the 1 1/2 acre parcel.

Discussion continued for some time regarding various design options, and possible removal of the stockpiles, installation of erosion controls, and seeding the property. Chairman Ouellette queried if he understood correctly that there hadn't been any problems prior to the addition of the fill in the stockpiles? Town Planner Whitten indicated she had not received any complaints in her 14 years of employment for East Windsor. Mr. Crane reported he liked the property the way it was before; he just got in a little over his head; he'll put the site back to what it was before.

Mrs. Tartsinis cited they've always had a good relationship with Mr. Crane in the past; she'd like to continue that relationship. She felt Mr. Crane needs to plant some trees along the property line; the retaining wall on her property was built to address an issue. She would like to remain good neighbors.

Mr. Walker indicated he's not opposed to anything to enhance the property but you need to put in proper drainage.

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Chairman Ouellette suggested he felt there were good intentions regarding the work; he queried the Board regarding future action? Discussion followed regarding a timetable for work to resolve the current problem, and the need to submit plans including erosion control measures, regarding the proposed work, to the Commission. Commissioner Kowalski indicated he'd like to see more detail on the detention basin. Mr. Denno questioned Mr. Walker if he could walk on his property to see the conditions; Mr. Walker indicated he's available on site 8 to 5.

**MOTION: To CONTINUE the Application of Crane Properties, LLC –for a Special Use Permit for Site Plan Modification to regrade and stabilize the area where excess material is stored, and associated improvements at 118 Prospect Hill Road. Zone M-1, Map 112, Block 17, Lot 000PA & 2A1. Public Hearing is continued to the Commission's next regularly scheduled meeting on June 16, 2018, at 6:30 p.m. in the Town Hall Meeting Room, 11 Rye Street, Broad Brook, CT.**

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

**VOTE: In Favor: Unanimous (Ouellette/Kowalski/Moore/Thurz/Zhigailo)**

**OLD BUSINESS:** None.

**OTHER BUSINESS:** None.

**BUSINESS MEETING/(1) CEPA Intervention Information:**

Town Planner Whitten reviewed information regarding the use of a CEPA intervention.

**BUSINESS MEETING/(2)TOD Smart Growth Grant for Warehouse Point:**

Town Planner Whitten reported the grant money has been received; she'll be initiating a drainage analysis to alleviate the impact in the Warehouse Point Village area, and then will draft regulations.

**BUSINESS MEETING/(3) Zoning Compliance Issues:**No discussion

**BUSINESS MEETING/(4) Discussion on Aquifer Protection Regulations:**

No discussion.

**BUSINESS MEETING/(6) General Discussion of Planning Issues:** No discussion.

**BUSINESS MEETING/(7) Signing of Mylars/Plans, Motions:**

**Mylars/plans:**

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- **Karl & Jayne Reichle** - Application for a 2-lot Resubdivision of property located at 33 Morris Road and a Special Use Permit (in accordance with Section 408) to allow one rear lot. (A-1 Zone; Map 17, Block 66, Lot 17).

**ADJOURNMENT:**

**MOTION: To ADJOURN this Meeting at 8:30 p.m.**

**Kowalski moved/Thurz seconded/VOTE: In Favor: Unanimous**

Respectfully submitted,

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Peg Hoffman, Recording Secretary, East Windsor Planning and Zoning Commission