

**MINUTES  
TOWN PLANNING AND ZONING COMMISSION  
JANUARY 8, 2019  
7:00 P.M. COUNCIL CHAMBERS, TOWN HALL  
275 BROAD STREET, WINDSOR, CT**

**PRESENT: Commissioners Mips, Profe, Levine, Smith and Alternate Commissioner Jaggon  
Alternate Commissioner Harvey was present, but not seated.**

**ALSO PRESENT: Town Planner Barz, Assistant Town Planner Sealy and Planning Secretary Madison**

**I. NEW BUSINESS**

Commissioner Mips opened the meeting at 7:00 p.m.

- A. Public Communications and Petitions (five-minute time limit per person) - None**
- B. Communications and Petitions from the Town Planning and Zoning Commission - None**
- C. Zoning Enforcement Officer's Report - None**
- D. CGS § 8-24 Referral Requests**
  - 1. Accept a Public Access Easement - across 67 Rainbow Road from H.F. Brown, Inc.**

Town Planner Barz explained that the town's Plan of Conservation and Development sets forth a number of policy goals and objectives relating to farmland preservation and gaining access to the various waterways in town, as well as identifying this parcel as both desirable open space and prime agricultural land. The town has an opportunity to achieve these policy objectives by acquiring an easement along a portion of the Farmington River, and together with the state and federal governments and Trust for Public Land (TPL), to preserve 61 acres of prime farmland and a local cultural icon in Brown's Harvest in perpetuity.

TPL, who recently facilitated the purchase of the Mill Brook Open Space, has also worked with the Brown family to facilitate preservation of this important part of their agricultural holdings in town by securing funding from both public and private sources to purchase development rights on this property (see map). The Brown's will retain ownership and can continue to farm the land but can never develop it for non-agricultural uses. In return for the town's financial participation, the town has negotiated a 30' wide easement along approximately 600 feet of the Farmington River for future use as a greenway/trail. To secure the development rights, a permanent easement in favor of the United States Department of Agriculture will be placed on the remainder of the property.

**Motion: Commissioner Profe moved to recommend to Town Council the acquisition of an access easement across 67 Rainbow Road as described. Commissioner Levine seconded the motion and it passed unanimously, 5-0-0.**

**2. Grant Easement – at 55 Mack Street to the Windsor Housing Authority**

Town Planner Barz explained that the Windsor Housing Authority is in the process of initiating major renovations of their senior housing units on Mack Street and discovered that the town owns the lawn and a portion of the parking area at the front of the property. The TPZC had approved the project as a unified site plan when the town acquired the Mack Estate in 1975 but in order for the Housing Authority to secure title insurance, they need to have an easement for the 7,096 square foot portion of the parking area from the town (see map). The Housing Authority will continue to provide maintenance on the parking lot area as well as the green space along Mack Street.

**Motion: Commissioner Profe moved to recommend to Town Council granting the proposed easement to the Windsor Housing Authority as described. Commissioner Levine seconded the motion and it passed unanimously, 5-0-0.**

**E. Pre-Application Scrutiny - None**

**F. Re-Approvals/Revisions/Extensions - None**

**G. Site Plans - None**

**H. Minutes**

**1. December 11, 2018**

**Motion: Commissioner Profe moved to approve the minutes for December 11, 2018 as presented. Commissioner Levine seconded the motion and it passed unanimously, 5-0-0.**

**II. MISCELLANEOUS**

**1. Annual Election of Officers**

**Nomination: Commissioner Profe nominated Commissioner Mips as Chairperson for 2019. Commissioner Levine seconded the nomination and it passed unanimously, 5-0-0.**

**Nomination: Commissioner Profe nominated Commissioner Levine as Secretary for 2019. Alternate Commissioner Jaggon seconded the nomination and it passed unanimously, 5-0-0.**

Commissioner Levine said that her term has expired, but she has not yet been interviewed for re-appointment. She was told to put it on the record that should she not be re-appointed, there would need to be another election to appoint a Secretary.

**2. Annual Appointment of Capitol Region Council of Governments (CRCOG) Representative**

**Motion: Commissioner Mips moved to re-appoint Commissioner Profe as CRCOG Representative for 2019. Commissioner Levine seconded the motion and it passed unanimously, 5-0-0.**

**Motion: Commissioner Mips moved to appoint Commissioner Smith as Alternate Representative for 2019. Commissioner Levine seconded the motion and it passed unanimously, 5-0-0**

**3. Annual Re-affirmation of Town Code of Ethics**

The Commissioners submitted their signed ethics acknowledgement forms to staff.

**4. FYI: Zoning Practice – December 2018**

**5. FYI: 3.9 Site Plan Revision – 70 Deerfield Road**, parking lot modifications and additional parking spaces, I Zone, Easter Seals Greater Hartford

**6. FYI: 3.9 Site Plan Revision – 158 Broad Street**, add privacy fence in outdoor smoking area in front of Giovanni's, B-2 Zone, Mastriani Realty, LLC/Maloney

**7. FYI: 3.9 Site Plan Revision – 55 International Drive (Pepsi)**, outside storage container, I Zone, Bottling Group, LLC/Cummings

**8. FYI: 3.9 Site Plan Revision – 200 Old Iron Ore Road**, mobile food vendor, I Zone, Amazon/Chick-fil-A

Town Planner Barz briefly reviewed the above minor site plan revision applications approved by staff pursuant to Zoning Regulations Section 3.9.

**III. PLANNER'S REPORT**

**1. Update on recent development**

Town Planner Barz reported that Great Pond Village has broken ground. They have the foundation in for the clubhouse and have started working on the foundations for the first apartment buildings. If it hasn't already been delivered, the lumber is coming and they've gotten over some hurdles with getting fire protection during construction.

The Commission completed the items in Section V. before opening the public hearings.

**IV. PUBLIC HEARINGS**

Commissioner Mips opened the public hearings at 7:30 p.m. and Commissioner Levine read the legal notice into the record.

**1. Special Use – 90 Pierson Lane, indoor sales of antique, classic, and exotic automobiles, Zoning Regulations Section 8.6V, I Zone, DiGrazia**

John Paul DiGrazia, 538 Franklin Avenue in Hartford, said that he has found a location in the industrial zone where he would like to operate his business of indoor sales of antique, classic, and exotic automobiles. He read the regulation for this special use into the record as well as the definitions in the regulations for antique, classic, and exotic automobiles. He presented posters showing an example of each type of vehicle.

Mr. Digrazia read letters of recommendation from Richard Havenun, owner of the building at 90 Pierson Lane, and from Donald Trinks, owner of Bart's Drive-In at 55 Palisado Avenue. He also provided signatures of 25 residents who supported the text amendment that was approved by the Commission on November 13, 2018 and he read a letter of introduction that he mailed with the abutter notices.

Regarding hours of operation, Mr. DiGrazia said that it would typically be eight hours a day but the exact times would vary. In response to staff comments, he said that he would not be using any hazardous materials, and that the work areas are very sterile laboratories. He said there would be four to five cars on display, two work repair stations, and some additional work areas for restoration. Regarding washing the vehicles, he said that the vehicles will be stored indoors so washing the cars would not be necessary. Mr. DiGrazia confirmed that the operation is basically himself and everything is confined within the building. He said that he advertises through Hemming's Motor News and a small group of people who are in the business. He stated that the cars are shown only by appointment. In response to a question from the Commission, Mr. DiGrazia said that there would be no body work done at the shop. The meticulous restoration is just the disassembly and reassembly of the vehicles. He described it as a very clean operation.

Commissioner Mips requested public comment. No one from the public came forward to speak regarding the application.

Town Planner Barz said that staff reviewed the application and met with the applicant. The only comments were from the Engineering Department, letting the applicant know what would be required if he were to wash cars in the building. He said he believed that it would be a quiet use and a good fit for the property, so he recommended approval.

Commissioner Mips closed the public hearing for this item.

**Motion: Commissioner Levine moved to approve the special use at 90 Pierson Lane, indoor sales of antique, classic, and exotic automobiles pursuant to Zoning Regulations Section 8.6V in the I Zone, subject to a one-year time limit. Alternate Commissioner Jaggon seconded the motion and it passed unanimously, 5-0-0.**

2. **Text Amendment – Zoning Regulations Section 8.6W, 2.2.1, 2.3.4, and 2.3.5**, Development adjacent to Traditional Neighborhood Design Development (TNDD), Alford Associates, Inc.
  - **CRCOG Referral Letter**

The above application was postponed until the next regular meeting on February 12, 2019.

3. **Special Use – 200 Corporate Drive (Hyatt House)**, Extended-Stay Hotels, Zoning Regulations Section 8.6P(10), I Zone, Windsor Suites, LLC/Alford

Christian Alford, professional engineer and land surveyor, spoke on behalf of Windsor Suites, LLC. who are the owners of the Hyatt House at 200 Corporate Drive. He said that in 2005 they received approval for an all-suite hotel and now they would like to change some of the larger suite rooms to create six additional rooms. There are currently 132 rooms, if approved it will be increased to 138 rooms. The rooms will be in conformance with the regulations that were recently changed to permit this use.

Town Planner Barz explained that the applicant wants to put a new passage door into the hallway, so that a two-room suite can be partitioned off into a one bedroom suite and a standard hotel room. He said that running up the front of the building there are six two-bedroom suites over the front door and when you walk into the suite now, there is a common room, set up like a living room with a kitchenette, and to the left and the right are the bedrooms. Under this plan they would take one of the bedrooms and give it its own door to the outside hallway, and they can lock a connecting door, so that one can be rented as a one-bedroom suite and the other as a standard hotel room.

Commissioner Mips requested public comment. No one from the public came forward to speak regarding the application.

Town Planner Barz said that staff has reviewed the application and had no comments.

Commissioner Levine said that she recently had some visitors who stayed at the Hyatt and they were more than impressed.

Commissioner Mips closed the public hearing for this item.

**Motion: Commissioner Levine moved to approve the special use at 200 Corporate Drive, the Hyatt House, extended-stay hotel, Zoning Regulations Section 8.6P(10), in the I Zone, Windsor Suites, LLC, as presented. Alternate Commissioner Jaggon seconded the motion and it passed unanimously, 5-0-0.**

## V. BUSINESS MEETING

- A. **Continuation of New Business** - None
- B. **Application Acceptance** - None
- C. **Old Business** - None

**D. Public Communications and Petitions (if not completed) – None**

The meeting was recessed at 7:10 p.m. until the public hearings were opened at 7:30 p.m.

**VI. ADJOURNMENT**

**Motion: Commissioner Levine moved to adjourn the meeting at 7:57 p.m. Commissioner Profe seconded the motion and it passed unanimously, 5-0-0.**

Respectfully submitted, \_\_\_\_\_, Marian Madison, Recording Secretary

I certify these minutes were adopted on February 26, 2019

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Jill Levine, Secretary