

**MINUTES
TOWN PLANNING AND ZONING COMMISSION
FEBRUARY 26, 2019
7:00 P.M. COUNCIL CHAMBERS, TOWN HALL
275 BROAD STREET, WINDSOR, CT**

**Present: Commissioners Mips, Profe, Smith and Alternate Commissioner Correia
Also Present: Town Planner Barz, Assistant Town Planner Sealy and Planning Secretary Madison**

I. NEW BUSINESS

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

- A. Public Communications and Petitions (five-minute time limit per person)**
- B. Communications and Petitions from the Town Planning and Zoning Commission**
- C. Zoning Enforcement Officer's Report**
- D. CGS § 8-24 Referral Requests**

1. Construction of a Building Addition - to the Northwest Park Nature Center

Town Planner Barz presented the above referral request.

Motion: Commissioner Profe moved to recommend to Town Council the construction of a 300 square foot addition to the Northwest Park Nature Center. Commissioner Smith seconded the motion and it passed unanimously, 4-0-0.

2. Installation of Air Conditioning - at Poquonock Elementary School

Town Planner Barz presented the above referral request.

Motion: Commissioner Profe moved to recommend to Town Council the installation of air conditioning in Poquonock Elementary School. Commissioner Smith seconded the motion and it passed unanimously, 4-0-0.

3. Acceptance of Road and Public Improvements – Tradeport Drive

Bob Jarvis, Director of Public Works and Town Engineer presented the above referral request.

Motion: Alternate Commissioner Correia moved to recommend the acceptance of the proposed deed and public improvements associated with Tradeport Drive, as shown on Sheet RS-1 of the Re-Subdivision Plan dated September 28, 2017 and last revised January 9, 2018,

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subject to receipt of a proper maintenance bond. Commissioner Profe seconded the motion and it passed unanimously, 4-0-0.

- E. Pre-Application Scrutiny
- F. Re-Approvals/Revisions/Extensions
- G. Site Plans
- H. Minutes

1. January 8, 2019

Motion: Commissioner Profe moved to approve the minutes as presented. Alternate Commissioner Correia seconded the motion and it passed unanimously, 4-0-0.

II. MISCELLANEOUS

- 1. FYI: Zoning Practice – January 2019**
- 2. FYI: CFPZA Quarterly Newsletter – Winter 2019**
- 3. FYI: CT Bar Association – Land Use Training Opportunity**
- 4. FYI: CFPZA Annual Conference – Thursday, March 28, 2019**
 - ❖ Commissioner Profe will be presented with a Lifetime Achievement Award at the conference for his 25 Years of Service on the ZBA and TP&ZC!**
- 5. FYI: 3.9 Site Plan Revision – 1010 Kennedy Road (Shell Station/Dunkin), Signs and awning, B-2 Zone, Poyant Signs**
- 6. FYI: 3.9 Site Plan Revision – 137 Matianuck Avenue (Keney Park), Install a scoreboard at Keney Park Golf Course for Junior PGA Tournaments, NZ Zone, City of Hartford**
- 7. FYI: 3.9 Site Plan Revision – 35 Mack Street (Millbrook Village), replace pavement, curbs, walks, lighting & minor additions to facilitate ADA compliance, NZ Zone, Windsor Housing Authority**

III. PLANNER'S REPORT

- 1. Update on recent development**

IV. PUBLIC HEARINGS

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

1. **Text Amendment - Zoning Regulations Sections 8.6.W and 13.2.8B(1)**, pertaining to Traditional Neighborhood Design Development, **and Form-Based Code Regulations Sections 2.2.1, 2.3.4 and 2.3.5**, Alford Associates, Inc.

Wilson Alford, Jr., professional engineer and surveyor with an office on Pigeon Hill Road, presented the proposed text amendment. He explained that the reason for the text amendment to the Zoning Regulations was to allow expansion of a Traditional Neighborhood Design Development (TNDD) on a parcel that is less than two hundred acres, if it is contiguous to an existing TNDD. He said that the text amendment to the Form-Based Code would take the authority away from the master developer and put the decision to add it to the existing TNDD in the hands of the Commission and it would also allow the developer to hire a third party architect to review and approve the site plan applications prior to submission to the planning department.

Town Planner Barz explained what the next steps would be to implement the text amendment if the Commission is inclined to approve it.

Motion: Commissioner Mips moved to amend Zoning Regulations Section 13.2.8B(1), pertaining to Traditional Neighborhood Design Development, and Form-Based Code Regulations Sections 2.2.1, 2.3.4 and 2.3.5 as amended tonight. Alternate Commissioner Correia seconded the motion and it passed unanimously, 4-0-0.

V. BUSINESS MEETING

A. Continuation of New Business

B. Application Acceptance

1. **Zone Boundary Change – 15, 27 & 41 Stone Road**, AG Zone to W Zone, 20 Acres, Lonewski
2. **Special Use – 903 Day Hill Road**, extended-stay hotel, 127 rooms, Zoning Regulations Section 8.6P, I Zone, Alford Associates, Inc.
3. **Special Use – 903 Day Hill Road**, fill removal, Zoning Regulations Section 15.2.13, I Zone, Alford Associates, Inc.
4. *** Special Use Re-approval – 139 Broad Street**, full-service restaurant, Zoning Regulations Section 5.2.6D(2), B-2 Zone, Bucevicius
5. **Text Amendment – Requirements for Day Hill Road Area Sites**, Zoning Regulations Sections 8.1; 8.6M(6); 14.2.3A; 14.2.3B; and 14.2.4B(2)

C. Old Business

D. Public Communications and Petitions (if not completed)

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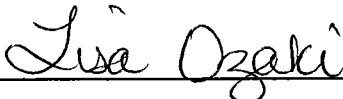
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Approved

VI. ADJOURNMENT

Motion: Commissioner Profe moved to adjourn the meeting at 8:02 p.m. Commissioner Smith seconded the motion and it passed unanimously, 4-0-0.

Respectfully submitted, , Lisa Ozaki, Recording Secretary

I certify these minutes were adopted on February 26, 2019


Jill Levine, Secretary