

**MINUTES
TOWN PLANNING AND ZONING COMMISSION
SEPTEMBER 10, 2019
7:30 P.M. COUNCIL CHAMBERS, TOWN HALL
275 BROAD STREET, WINDSOR, CT**

Present: Commissioners Mips, Levine, Correia, Profe and Smith. Harvey was present but not seated. Jaggon was absent.

Also Present: Town Planner Barz, Assistant Town Planner Sealy and Recording Secretary Lisa Ozaki.

I. NEW BUSINESS

Commissioner Mips opened the meeting at 7:30 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. CGS Section 8-24 Recommendation to Sell Land and Grant Easements at 45 Central Street to the Connecticut Department of Transportation**

Town Planner Barz presented the CGS 8-24 to the Commission. The town owns the land to the east side of the tracks and to the south is Central Street. The state constructed a low-level platform and now would like to construct a high-level platform to accommodate loading and unloading of commuters and other passengers from the easternmost track. In order to accomplish this, 1,161 sq. ft. of town land needs to be sold, and a 4,476 sq. ft. easement for transportation purposes and a 9,326 sq. ft. temporary easement for construction purposes need to be granted to the State of Connecticut Department of Transportation.

Commissioner Mips asked Town Planner Barz where the tracks are located. Town Planner Barz showed the Commission on the map. Commissioner Mips asked would this eliminate all the parking that is along the track. Town Planner Barz stated that the parking would be temporarily encumbered by the construction. When construction is completed, everything will be cleared away and parking will be restored.

Commissioner Levine asked where the people park in the meantime. Town Planner Barz noted that they would park in other spaces nearby or the multi-modal parking lot south of the Freight House. Commissioner Levine asked how long this would be under construction. Town Planner Barz noted he did not know the estimated time. Commissioner Smith stated that he thought they said in the workshop that it would only take a year to complete.

Motion: Commissioner Levine moved to recommend to Town Council the proposed sale of land and granting of easements at 45 Central Street to the State of Connecticut Department of Transportation, as described. Commissioner Correia seconded the motion and it passed unanimously, 5-0-0.

E. Pre-Application Scrutiny - None

F. Re-Approvals/Revisions/Extensions - None

G. Site Plans

1. Site Plan – 110 Tradeport Drive, Section 8.2, Riverbend Development CT, LLC

David Ziaks, Professional Engineer from F. A. Hesketh & Associates, Inc. was present and addressed the Commission. 110 Tradeport Drive has 16.5 acres and is in the I Zone. Mr. Ziaks noted that last year, 110 Tradeport Drive had an application for the extension of Tradeport Drive, which ends in a cul-de-sac now. This present application is for the last undeveloped parcel in this Tradeport subdivision. Mr. Ziaks stated the site plan is for a 234,000 sq. ft. building. The truck area will be a shared courtyard with the other buildings in the subdivision.

Commissioner Mips asked, will there be no truck traffic on the residential side, correct? Mr. Ziaks noted that is correct. All the driveways exit out to Tradeport Drive. Mr. Ziaks stated 110 Tradeport Drive had an approved application through the Commission and since its approval is expiring, we decided to submit for a new site plan.

Town Planner Barz asked if they have a tenant at this time. Mr. Ziaks stated they do not, but have interest in the property. Mr. Ziaks noted the one-story building would be like the others in the immediate area, with 150 parking spaces. The sidewalks will connect to Tradeport Drive.

Motion: Commissioner Levine moved to approve the Site Plan –Tradeport Drive, Section 8.2, Riverbend Development CT, LLC with the following conditions:

1. Final Staff Approval.

Commissioner Correia seconded the motion and it passed unanimously, 5-0-0.

2. Site Plan – 755 Rainbow Road, Section 3.1C(3) Parking Lot Addition , sidewalk and lighting, GLNLCM, LLC

T.J. Barresi, Professional Engineer from Barresi Associates was present and addressed the Commission. 755 Rainbow Road was designed and built in the past as a distribution center with an overflow parking area for tractor trailers. Mr. Barresi stated there is no longer need for trailer parking in the overflow area for the current tenant, but there is a need for additional car parking. The applicant would like convert the trailer parking by restriping the parking lot and connecting the parking area to Tradeport Drive. They also plan to add a new pedestrian walk way to the existing parking area and to add some additional lighting. Mr. Barresi noted the applicant is requesting a waiver for the interior parking islands. Mr. Barresi stated waiving the islands would allow for more spaces to be installed, easier snow removal maintenance and also allow the applicant to easily convert back the tractor trailer parking if needed in the future. The existing parking is 237 spaces plus handicap spaces. Restriping this area would add an additional 87 spaces making the total parking 324 spaces.

Commissioner Mips asked what the allowable amount of spaces was? Mr. Barresi stated he actually didn't have that number.

Assistant Town Planner Sealy stated typically this would be a 3.9 Site Plan approved by staff, but the waiver of the interior islands needed to be approved by the Commission in accordance to the Zoning Regulations, Section 3.1C(3).

Motion: Commissioner Levine moved to approve the Waiver of Parking Lot Islands – 755 Rainbow Road, Section 3.1C(3), Parking Lot addition, sidewalk and lighting, GLNLCM, LLC, because they are in the rear of the building.

Commissioner Correia seconded the motion and it passed unanimously, 5-0-0.

Motion: Commissioner Levine moved to approve the Site Plan Revision – 755 Rainbow Road, Section 3.1C(3), Parking Lot addition, sidewalk and lighting, GLNLCM, LLC with the following condition:

1. Final Staff Approval.

Commissioner Correia seconded the motion and it passed unanimously, 5-0-0.

H. Minutes

1. July 9, 2019

Motion: Commissioner Levine moved to approve the minutes as amended.

Commissioner Smith seconded the motion and it passed unanimously, 5-0-0.

II. MISCELLANEOUS

1. **FYI: 3.9 Site Plan Revision – 1075 Kennedy Rd.,** Pick up area and solar powered sign, Target
2. **FYI: 3.9 Site Plan Revision – 750 Marshall Phelps,** Bldg. Façade, Parking lot, Fischer Technologies
3. **FYI: 3.9 Site Plan Revision – 620 Pigeon Hill Rd.,** Adding signage, Rolled Alloys
4. **Zoning Practice – July 2019**
5. **Zoning Practice – August 2019**
6. **CT Federation of Planning & Zoning Agencies – Quarterly Newsletter – Summer 2019**

Assistant Town Planner Sealy reviewed the above three minor site plan revision applications approved by staff pursuant to Zoning Regulations Section 3.9. Assistant Town Planner Sealy noted that 750 Marshall Phelps is pending a variance from the ZBA Commission for the vestibule. Commissioner Mips noted that the variance was appropriate and should be approved.

III. PLANNER'S REPORT

1. Update on recent development.

Town Planner Barz stated Jay's Latin Cuisine is within a few weeks of opening in the former Nat Hayden's BBQ location. Mr. Barz stated that the interior of the restaurant located in the Plaza building is well on its way.

IV. PUBLIC HEARINGS

Commissioner Mips opened the public hearings at 8:00 p.m. and Commissioner Levine read the legal notice into the record.

1. **Special Use – 903 / 777 Day Hill Rd., Section 8.6P, Extended Stay Hotel, I Zone, Alford Associates**

Commissioner Mips read letter dated September 5, 2019 from Alford Associates into record.

Postponed until October 8, 2019 meeting.

2. **Special Use Re-Approval – 245 Deerfield Road, Section 4.5.1, Conversion of Existing Building, Tolve.**

Kathleen Woodward, co-owner was present and addressed the Commission. Ms. Woodward asked for a ten-year extension on the special use permit.

No Public Comment.

Commissioner Smith asked why does the application state is it four units instead of the previous five units? Ms. Woodward stated two units were combined to make one and there are now four units.

Town Planner Barz stated he recommended approval of four units with the previous conditions and the time limit extended to ten years.

Motion: Commissioner Levine moved to approve the Special Use Re-Approval – 245 Deerfield Road, Section 4.5.1, Conversion of Existing Building, Tolve with the following conditions:

1. Ten year time limit; and
2. All previous conditions of approval.

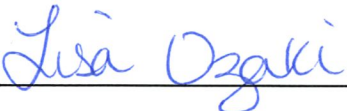
Commissioner Smith seconded the motion and it passed unanimously, 5-0-0.

V. BUSINESS MEETING

- A. Continuation of New Business – None
- B. Application Acceptance – None
- C. Old Business – None
- D. Public Communications and Petitions – None

VI. ADJOURNMENT

Motion: Commissioner Levine moved to adjourn the meeting at 8:05 p.m. Commissioner Smith seconded the motion and it passed unanimously, 5-0-0.

Respectfully submitted, , Lisa Ozaki, Recording Secretary

I certify these minutes were adopted on October 8, 2019


Jill Levine, Secretary

