

**MINUTES
TOWN PLANNING AND ZONING COMMISSION
FEBRUARY 8, 2022
7:00 P.M. HYBRID MEETING
275 BROAD STREET WINDSOR, CT**

**Present: Commissioners Mips, Levine, Correia, Kuintzle, and Jaggon.
Alternate Commissioner Harvey and Hollowell were present, but not seated.**

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

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

Asst. Town Planner Sealy read emails from:

Tammy Zawistowski, State Representative from the Sixty-First Assembly District, dated February 7, 2022.

Robert & Debra Bologna, 933 Stone Road, dated February 7, 2022.

C. Zoning Enforcement Officer's Report – None

D. C.G.S. §8-24 Referral Requests

**1. C.G.S Section 8-24 Recommendation for Approval Reconstruction of
International Drive, Phase 1 (North Bound)**

Asst. Town Engineer Kessler was present and addressed the Commission. Asst. Town Engineer Kessler stated that the 8-24 is for the reconstruction of the northbound side of International Drive from Rainbow Road to Route 20 in East Granby. It's about 4,800 feet long. The final design was submitted yesterday. This project is 100% funded through the State of Connecticut. The goal of the project is to achieve a twenty-year service life. The project is scheduled to start in June or July of 2022 and would hopefully finish up by next winter. Asst. Town Engineer Kessler stated that regarding traffic and knowing the history of this area, there are no detours proposed and International Drive would not be closed in its entirety. The project is only on the northbound side of International Drive and would use existing breaks in the median to route traffic to one side to create a temporary two-way traffic pattern.

Commissioner Mips thanked Asst. Town Engineer Kessler for giving the Commission information about traffic management and this should help with everyone's traffic concerns.

Town Planner Barz asked if there are any geometry changes in terms of center turn lanes. Asst. Town Engineer Kessler stated that this is essentially a curb to curb reconstruction.

**Motion: Commissioner Levine moved that the Planning and Zoning Commission of the Town of Windsor, pursuant to the provisions of Section 8-24 of the General Statutes of Connecticut, recommend the approval of the International Drive – Phase 1 (North Bound) Project to the Windsor Town Council.
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. 3.9 Site Plan Revision – 1190 Kennedy Road, Warehouse, I Zone, 40.8 acres, Section 3.3.1H – Reserved Parking, Scannell Properties

Asst. Town Planner Sealy stated that the Commission approved the original site plan in July 2021. The Applicant returned with site plan modifications to connect the two buildings with a freight connector and phase out a portion of the tractor-trailer and employee parking. Asst. Town Planner Sealy said that the Commission needs to approve the reserved parking which is why the applicant is here tonight. All staff concerns have been addressed.

Town Planner Barz stated that since deferred parking is fully designed already and must be built when needed, he could draft an amendment to add deferred parking to Section 3.9 of the Zoning Regulations so applicants do not have to come to the Commission and it can be handled at the staff level.

Evan Seeman, Atty. from Robinson & Cole was present and gave the Commission an overview of the application. The reserved parking is to the south of building B. This is going to be a less intense development than previously reviewed and more warehouse than distribution.

Tim Onderko, Engineer from Langan Engineering, showed the Commission a slide show of the site plan to the Commission, stating that a tenant required these changes and that the truck parking has been eliminated from the east side of the new connector.

Commissioner Mips said that this is better since it is a lesser intensity use of the property.

Town Planner Barz thanked the developer and their team for working with the staff to make this facility attractive.

Asst. Town Planner Sealy stated that this approval is not an approval for Phase II, which would have to come back to the Commission for that.

Motion: Commissioner Levine moved to approve 3.9 Site Plan Revision – 1190 Kennedy Road, Warehouse, I Zone, 40.8 acres, Section 3.3.1H – Reserved Parking, Scannell Properties.

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

H. Minutes

1. January 11, 2022

Motion: Commissioner Levine moved to approve the minutes of January 11, 2022, as amended.

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

I. Annual Elections of Officers

Motion: Commissioner Levine moved to nominate Commissioner Mips for Chairman of the Planning and Zoning Commission.

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

Motion: Commissioner Mips moved to nominate Commissioner Levine for Secretary of the Planning and Zoning Commission.

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

J. Annual Appointments to CRCOG Regional Planning Commission

Commissioner Mips asked Commissioner Harvey if she would still be the CRCOG primary appointment. Commissioner Harvey said that yes she would.

Commissioner Mips asked the Commission who would like to be the Alternate Commissioner for CRCOG. Commissioner Hallowell said that she would be the alternate for CRCOG.

II. MISCELLANEOUS – None

III. PLANNER'S REPORT

1. Update on recent development

Town Planner Barz stated that there is a lot of construction activity going on. The Chewy tax package was just approved by Town Council. The traffic data for Chewy truck traffic averages four trips per hour (two in each direction) which is very low for such a large facility. This is what is called a low-velocity facility. The plan would be coming in later this summer under the form-based code and approved by staff. Town Planner Barz said that the subdivision on Cook Hill Road is underway. Amazon hopes to open its facility on Kennedy Road sometime this summer since its construction is behind schedule.

Commission Correia asked about the Plaza. Town Planner Barz said that he has not heard anything about the Plaza lately.

IV. BUSINESS MEETING

A. Application Acceptance

1. Text Amendment – Section 8.6L, Flexibility for long-vacant I Zone properties, TOW

The Commission directed that the above item would be scheduled for public hearing at the next regular Planning and Zoning Commission meeting on March 8, 2022.

B. Old Business – None

V. PUBLIC HEARINGS – None

VI. Public Communications and Petitions

VII. ADJOURNMENT

Motion: Commissioner Levine moved to adjourn the meeting at 7:35 p.m.

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

Respectfully submitted, _____, Lisa Ozaki, Recording Secretary
March 8, 2022.

Jill Levine, Secretary