

**SPECIAL MEETING MINUTES
TOWN PLANNING AND ZONING COMMISSION
OCTOBER 16, 2024
12:00 P.M. HYBRID MEETING
275 BROAD STREET, WINDSOR, CT**

Present: Commissioners Mips and Jepsen and Alternate Commissioner Hallowell (via Zoom)
Absent: Commissioners DeCarlo, Jaggon and Levine and Alternate Commissioners Harvey and Tetteh

Also Present: Town Planner Todd Sealy, Assistant Town Planner Mitchell Vye and Secretary Andrea D. Marcavitch

I. NEW BUSINESS

Commissioner Mips opened the meeting at 12:00 p.m.

A. C.G.S. §8-24 Referral Requests

1. Wilson Gateway Park – 458 Windsor Avenue, Release Drainage Right-of-Way

Town Engineer Suzanne Choate was present and reviewed the application. She stated that the State of Connecticut has a Drainage Right of Way (DROW) on 458 Windsor Avenue that connects the drainage system in Route 159 to Decker's Brook. Due to the park construction and its impact on the DROW, the State is requiring the Town to accept a release of the Drainage Right-of-Way. The State will maintain a right to drain (RTD) only through an existing drainage pipe of which the Town will need to maintain.

Commissioner Jepsen asked about the condition of the pipe and Ms. Choate replied that they are not sure of the pipe's exact age but estimate it to be about 40 years old. She remarked that it is not in the best condition.

Commissioner Jepsen asked if they would replace the pipe before they put in irrigation at the park. Ms. Choate said that they are going to try.

Motion: Commissioner Jepsen 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 to the Windsor Town Council the approval of the release of the Connecticut State Drainage Right-of-Way in favor of a Right to Drain, as well as acceptance of pipe maintenance within said Drainage Right-of-Way at Wilson Gateway Park.

Commissioner Hallowell seconded the motion and it passed 3-0-0.

II. BUSINESS MEETING

A. Old Business

- 1. Site Plan – 20 Day Hill Road, Indoor pickleball facility, RC Zone, 5 acres, 20 Day Hill Road, LLC**
- i) Request for waiver of section 3.5.1F, Provisions for Pedestrians, requiring sidewalks along the street frontage of all new site developments.

Commissioner Mips stated that the special use had been approved by the Commission on October 8, 2024 and that the site plan was not voted on at that time.

Town Planner Todd Sealy stated that the applicant Jeffrey Morneau was present online if anyone had any questions.

Commissioner Jepsen commented on the waiver for the sidewalk and stated that it would be almost impossible to construct a sidewalk along Poquonock Avenue with the way the bridge is constructed, as well as, along Day Hill Road.

Mr. Sealy agreed.

There were no further questions and comments.

Motion: Commissioner Jepsen moved approval of the waiver requested in accordance with section 3.5.1F to waive the requirement for sidewalks along the street frontage of all new site developments.

Commissioner Hallowell seconded the motion and it passed 3-0-0.

Motion: Commissioner Jepsen moved approval of the site plan for an indoor pickleball facility at 20 Day Hill Road subject to resolution of the Engineering Review memo dated October 8th, 2024 and the Staff Review memo dated October 2nd, 2024.

Commissioner Hallowell seconded the motion and it passed 3-0-0.

III. ADJOURNMENT

Motion: Commissioner Jepsen moved to adjourn the meeting at 12:06 p.m.

Commissioner Hallowell seconded the motion and it passed 3-0-0.

Respectfully submitted, _____, Andrea D. Marcavitch, Recording Secretary on October 16, 2024.

Jill Levine, Secretary