

PLANNING AND ZONING COMMISSION
July 11, 2016 Meeting Minutes

These minutes are not official until approved at a subsequent meeting.

Commission Members Present: Alan Gannuscio, Vincent Zimnoch, Jim Szepanski, Alexa Brengi, Luis Valdez, and Cindy Cooper (Alternate)

Commission Members Absent: None

Town Staff Present: Jennifer Rodriguez (Town Planner), and Dana Steele (Town Engineer)

I. Call to Order

Chairman Gannuscio called the meeting to order at 7:12 pm.

II. Roll Call

Commission roll call was taken.

III. Approval of Minutes from the May 9, 2016 and June 13, 2016 Regular Meetings

It was **MOVED** (Gannuscio) and **SECONDED** (Szepanski) and **PASSED** (Unanimous, 3-0; Zimnoch, Szepanski, Cooper, In Favor / Gannuscio, Brengi, Abstaining) that the Planning and Zoning Commission approves the minutes of the May 9, 2016 meeting as published.

It was **MOVED** (Gannuscio) and **SECONDED** (Zimnoch) and **PASSED** (Unanimous, 4-0; Gannuscio, Zimnoch, Szepanski, Brengi, In Favor) that the Planning and Zoning Commission approves the minutes of the June 13, 2016 meeting as published.

IV. Public Hearings

A. Special use permit and site plan review for proposed building at 4 Lawnacre Road

Ms. Rodriguez stated that she received an email from the applicant requesting an extension of the 65 days and explained why this extension was needed.

It was **MOVED** (Gannuscio) and **SECONDED** (Szepanski) and **PASSED** (Unanimous, 5-0) that the Planning and Zoning Commission approves the request for an extension of the opening of the public hearing on the special use permit and site plan review for 4 Lawnacre Road to the August 8, 2016 meeting.

V. Reviews

VI. Action on Closed Public Hearing Items (none)

VII. Old Business

A. Discussion with Commission and Staff (none)

B. Action Items (none)

VIII. New Business

A. Public Input (none)

B. Receive New Applications

i. Special use permit and site plan modification for improvements at Fed Ex fueling facility at 130 Old County Circle

Mr. Steele stated that he and Ms. Rodriguez met with Bohler Engineering regarding an application for Fed Ex for a new fueling area for their trucks. They gave them some direction with regard to what the commission is likely to accept as waivers, since it's minor site improvements.

It was **MOVED** (Gannuscio) and **SECONDED** (Zimnoch) and **PASSED** (Unanimous, 5-0) that the Planning and Zoning Commission schedules a public hearing for August 8, 2016 for a special use permit and site plan modification for improvements at the Fed Ex fueling facility at 130 Old County Circle.

C. Informal Discussions

(Affordable Housing)

Mr. Szepanski mentioned an article that he saw in the *Hartford Courant* regarding affordable housing. He passed out copies of this article to commission members. A brief discussion took place regarding affordable housing in Windsor Locks. Chairman Gannuscio stated that this would be worth discussing and taking up as part of the POCD discussion as well.

(Daleo Drive—Release of Bond)

Mr. Steele stated that he has received an as-built of Daleo Drive and they will be looking for release of their bonds and acceptance of their roads, so possibly at the next meeting there will be a recommendation to do so.

i. Plan of Conservation and Development Workshop

Ms. Rodriguez briefly discussed the kickoff POCD workshop which was held last week. It was a diverse group with about 49 people attending. There were lots of good discussions. A summary was sent out to commission members of what was discussed at the workshop. Ms. Rodriguez commented that the next workshop should be with the Wetlands Commission, focusing on the wetlands regulations. Chairman Gannuscio asked if this would be a joint meeting or a workshop. Ms. Rodriguez responded that a workshop might be best with the Wetlands Commission hosting it. She will try to set it up for some time in mid-August.

Ms. Rodriguez said she brought out a map at the kickoff workshop to talk about Halfway House Road and Old County Road, thinking it might be an area that they talk about in the POCD. It is a very strange mix of zones, with multi-family mixed in with Industrial and Business. The Industrial sorts of uses don't make sense here. Chairman Gannuscio asked if that would meet the criteria to extend the AIOZ. Ms. Rodriguez replied that it's something to look at.

Ms. Rodriguez stated that by the end of the calendar year she hopes to have draft sections written with updated demographics and charts. Chairman Gannuscio asked if this could be put out to the social studies classes in the high school to participate in. Ms. Rodriguez replied that she would welcome it. Chairman Gannuscio commented that we got off to a very good, coordinated, and organized start at the POCD meeting with positive input.

D. Action Items (none)

IX. Communications and Bills (none)

X. Adjournment

It was **MOVED** (Gannuscio) and **SECONDED** (Zimnoch) and **PASSED** (Unanimous, 5-0) that the Planning and Zoning Commission adjourns the July 11, 2016 meeting at 8:00 pm.

Respectfully submitted,

*Debbie Seymour
Recording Secretary*