

PLANNING AND ZONING COMMISSION
July 13, 2015 Meeting Minutes

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

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

Commission Members Absent: Alan Gannuscio, Mike Forschino, and Pat Sayers (Alternate)

Town Staff Present: Jennifer Rodriguez (Town Planner)

I. Call to Order

Chairman Zimnoch called the meeting to order at 7:09 pm.

II. Roll Call

Commission roll call was taken. Chairman Zimnoch seated Cindy Cooper for Mike Forschino.

III. Approval of Minutes from the June 8, 2015 Regular Meeting

Chairman Zimnoch stated that approval of the June 8, 2015 minutes will be postponed.

IV. Public Hearings

A. Special use permit with site plan review for 9 Schoephoester Road for fuel station, mixed use building, and outdoor eating area

Chairman Zimnoch read a letter from Attorney Carl Landolina, who is representing Roncari Development Company, 9 Schoephoester Road. Attorney Landolina stated that the applicant needs additional time to respond to the Town Engineer's comments as well as address other issues related to the application and asks that the public hearing not be opened tonight but instead be rescheduled for the next meeting of the commission. The applicant grants the commission an extension of time to open the hearing as provided in CGS 8-7d.

It was **MOVED** (Zimnoch) and **SECONDED** (Cooper) and **PASSED** (Unanimous, 4-0) that the Planning and Zoning Commission, based on the applicant's request, reschedules the public hearing for 9 Schoephoester Road for fuel station, mixed use building, and outdoor eating area for the next commission meeting, which will be September 14, 2015.

Mr. Szepanski pointed out that the posted sign is about 75 or 80 feet from Schoephoester Road and sits on the corner of the property. You have to drive into that service road in order to see it. He wondered if the sign should be moved closer to Schoephoester Road so the public can see it. Ms. Rodriguez said she would go take a look. Mr. Calsetta stated he would ask them if they could move it and then get back to Ms. Rodriguez.

V. **Reviews** (none)

VI. **Action on Closed Public Hearing Items** (none)

VII. **Old Business**

A. **Discussion with Commission and Staff**

Mr. Szepanski pointed out that about a year and a half or two ago the commission gave approval to the Windsor Locks High School to run a special program at St. Roberts Rectory. His understanding was that this program was going to be run just through the school year, but he believes they are running something there this summer. They start about 7:30 and run it until about 12:30 or 1:00, and he has seen a small Enfield school bus and a private van dropping off children. There are about six or eight students. Ms. Rodriguez said she would check into the approval and speak to Mr. Robinson.

Ms. Rodriguez mentioned that she would like to talk about the Plan of Conservation and Development (POCD) when more members are present. The commission has budgeted \$3,000 to engage a consultant to do some portion of the POCD. There is a reputable planning/consulting firm that does very engaging public outreach and interactive meetings, and this would be a good way to kick off the plan of development. It is the ten year plan, and it will engage all departments and should be used as a guide for all departments in town, not just the Planning Office. She thought this would be a good first reach-out to see what this particular firm could recommend. Chairman Zimnoch stated the money is there and Ms. Rodriguez has a green light to see what that firm can provide and try to maximize their resources.

B. **Action Items** (none)

VIII. **New Business**

A. **Public Input** (none)

B. **Receive New Applications** (none)

C. **Informal Discussions** (none)

D. **Action Items** (none)

IX. **Communications and Bills** (none)

X. Adjournment

It was **MOVED** (Zimnoch) and **SECONDED** (Szepanski) and **PASSED** (Unanimous, 4-0) that the Planning and Zoning Commission adjourns the July 13, 2015 meeting at 7:25 pm.

Respectfully submitted,

Debbie Seymour
Recording Secretary