

PLANNING AND ZONING COMMISSION
September 26, 2017 Special Meeting Minutes

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

Commission Members Present: Alan Gannuscio, Vincent Zimnoch, Jim Szepanski, Cindy Cooper (Alternate), and Kayleigh Royston (Alternate)

Commission Members Absent: Alexa Brengi, and Luis Valdez

Town Staff Present: Jennifer Rodriguez (Town Planner)

I. Call to Order

Chairman Gannuscio called the meeting to order at 7:01 pm.

II. Roll Call

Commission roll call was taken. Cindy Cooper was seated for Alexa Brengi, and Kayleigh Royston was seated for Luis Valdez.

III. Executive Session

Discussion of pending litigation related to the approval of the Zoning Board of Appeals application FY17-18-03 Use Variance in order to locate the RISE Transition Program at 2 Industrial Road where educational uses are not permitted in Industrial Zones

It was **MOVED** (Gannuscio) and **SECONDED** (Szepanski) and **PASSED** (Unanimous, 5-0) that the Planning & Zoning Commission enters into Executive Session with Jennifer Rodriguez (Town Planner) to discuss pending litigation related to the approval of the Zoning Board of Appeals application FY17-18-03 Use Variance in order to locate the RISE Transition Program at 2 Industrial Road where educational uses are not permitted in Industrial Zones.

At 7:17 pm commission members and Ms. Rodriguez came out of Executive Session and the meeting was resumed. Chairman Gannuscio commented that no action was recommended on agenda Item III which was discussed in Executive Session, and that this item has been tabled.

It was **MOVED** (Gannuscio) and **SECONDED** (Royston) and **PASSED** (Unanimous, 5-0) that the Planning & Zoning Commission tables Item III, Discussion of pending litigation related to the approval of the Zoning Board of Appeals application FY17-18-03 Use Variance in order to locate the RISE Transition Program at 2 Industrial Road where educational uses are not permitted in Industrial Zones.

IV. Receive New Applications

A. Site Plan Review and Special Use Permit for 2 Industrial Road, RISE Academy, Windsor Locks Public Schools

It was **MOVED** (Gannuscio) and **SECONDED** (Cooper) and **PASSED** (Unanimous, 5-0) that the Planning & Zoning Commission schedules a public hearing for October 10, 2017 for a site plan review and special use permit for 2 Industrial Road, RISE Academy, Windsor Locks Public Schools.

Ms. Rodriguez stated that the applicant has requested a waiver of the fees because they are returning a second time with a different type of application. Ms. Rodriguez asked the commission for direction on whether to collect or waive the fees. Chairman Gannuscio commented that this is something they have done in the past and he does not see any reason for not allowing this waiver.

It was **MOVED** (Cooper) and **SECONDED** (Royston) and **PASSED** (Unanimous, 5-0) that the Planning & Zoning Commission waives the application fee, the DEEP fee, and the site plan review/special use permit fee for 2 Industrial Road, RISE Academy, Windsor Locks Public Schools.

V. Adjournment

It was **MOVED** (Gannuscio) and **SECONDED** (Szepanski) and **PASSED** (Unanimous, 5-0) that the Planning and Zoning Commission adjourns the September 26, 2017 special meeting at 7:20 pm.

Respectfully submitted,

*Debbie Seymour
Recording Secretary*