

**PLANNING AND ZONING COMMISSION**  
**November 28, 2018 Special Meeting Minutes**

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

Commission Members Present: Alan Gannuscio, Vincent Zimnoch, Jim Szepanski, and Cindy Cooper

Commission Members Absent: Alexa Brengi, and Kayleigh Royston (Alternate)

Town Staff Present: Jennifer Rodriguez (Town Planner)

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**I. Call to Order**

Chairman Gannuscio called the special meeting to order at 6:12 pm.

**II. Roll Call**

Commission roll call was taken.

**III. Review Draft Chapters of the Plan of Conservation and Development**

Ms. Rodriguez explained that state statutes require that the Plan of Conservation and Development (POCD) be updated every ten years. Windsor Locks has updated the plan twice in the last few years, but the decade has passed, and so with the culmination of years of studies and trying to put all of this information together, gather new data, and wait for census data to come out, it's a good cutoff time to not include anything new at this point. With everything the commission has had brought before them and all the studies and experiences that the community has had, coupled with some of the professional information she's been able to add into the plan, she hopes the commission will find that it reflects the sentiment over the last several years.

Ms. Rodriguez then presented the following sections for review by the commission.

**Table of Contents**

**Acknowledgments**

**I. Introduction**

What the Connecticut General Statutes Require

**II. Area of Influence**

Hartford Region

Education

Population Growth

Population: Windsor Locks and its Area of Influence

Age

Workforce  
Millennials  
Commute to Work  
Location

### **III. People, Homes and Neighborhoods**

Introduction  
Community Description  
People  
Population Profile  
Population Health and Wellbeing  
Goals and Policy Objectives:  
    Goal: To maintain and improve health outcomes for the residents of Windsor Locks  
Age and Population  
Homes and Neighborhoods  
Household Size  
Neighborhoods: Established and Desired  
Universal Design  
How affordable are our homes?  
Density  
Goals and Policy Objectives:  
    Goal: To maintain and create beautiful, safe, clean, vibrant and welcoming neighborhoods for Windsor Locks residents of all ages, abilities and income levels

### **IV. Education and Personal Growth**

Public Schools  
Population Demographics  
School Facility Needs  
School Policies and Goals  
Kids and Community Planning in Windsor Locks  
The Five Protective Factors (as they relate to Land Use and Community Planning)  
    1. Resilience  
    2. Opportunities for Social Connection  
    3. Support in Times of Need  
    4. Knowledge and Information  
    5. Social and Emotional Competence  
Workforce Development, Adult and Higher Education

Community Goals and Objectives:

Goal: To continue to provide quality education and varied learning and personal growth opportunities for all Town residents at any age

**V. Environment, Land and Natural Resources**

Chairman Gannuscio suggested giving this large section its own meeting. Ms. Rodriguez agreed and said she would like the commission's review and feedback on this section.

**VIII. Parks and Recreation**

Introduction

Park Inventory

Current and Future Needs

State Recreational Facilities

Community Goals and Objectives:

Goal: To continue to provide a safe, convenient and enjoyable Parks and Recreation system that encourages residents of all ages to be active, learn, socialize, experience the outdoors and feel a sense of community

**XII. Town of Windsor Locks Water Pollution Control Plan**

Ms. Rodriguez stated the remaining sections are Sections 6, 7, 9, 10, but she would like the commission's feedback first on these present sections. Chairman Gannuscio acknowledged the enormous amount of work that Ms. Rodriguez has put into this and thanked her for her effort.

**IV. Adjournment**

It was **MOVED** (Gannuscio) and **SECONDED** (Zimnoch) and **PASSED** (Unanimous, 4-0) that the Planning and Zoning Commission adjourns the November 28, 2018 special meeting at 7:44 pm.

*Respectfully submitted,*

*Debbie Seymour  
Recording Secretary*