

**TOWN OF EAST WINDSOR
PLANNING AND ZONING COMMISSION**

**Meeting #1626
February 12, 2013**

MEETING MINUTES

*******Draft Document Subject to Commission Review/Approval*******

The Meeting was called to order in the Town Hall Meeting Room, 11 Rye Street, Broad Brook, CT. at 7:00 P. M. by Chairman Ouellette.

ESTABLISHMENT OF QUORUM:

A quorum was established as five Regular Members (Devanney, Gowdy, Ouellette, Sullivan and Thurz) and one Alternate Member (Zhigailo) were present. Chairman Ouellette noted all Regular Members would sit in, and vote, on all Items of Business this evening.

Also present was Town Planner Whitten.

GUESTS: Alan Baker, Board of Selectmen Liaison to the Planning and Zoning Commission; Kathy Pippin, Board of Finance.

LEGAL NOTICE:

The following Legal Notice, which appeared in the Journal Inquirer on Thursday, January 31, 2013 and Thursday, February 7, 2013, was read by Chairman Ouellette:

1. Application of Eric Manse, Tom Rossing, Joe Dealba and owner Sofia's Plazas, LLC for a Special Use Permit/Site Plan Approval per Chapters 502 and 805 to operate a brewing company and tap room to be located at Sofia's Plaza, 2 North Road, in the B-2 zone, Map 112, Block 17, Lot 1.

ADDED AGENDA ITEMS: None

PUBLIC PARTICIPATION: No one requested to speak.

APPROVAL OF MINUTES/(January 22, 2013):

MOTION: To APPROVE the Minutes of Regular Meeting #1625 dated January 22, 2013 amended:

Page #1, APPROVAL OF MINUTES/January 8, 2013: MOTION: To APPROVE the Minutes of Regular Meeting #1654 ~~#1625~~ dated January 8, 2013.

Devanney moved/Gowdy seconded/

**TOWN OF EAST WINDSOR
PLANNING AND ZONING COMMISSION
Regular Meeting #1626 – February 12, 2013
MEETING MINUTES**

2

**VOTE: In Favor: Devanney/Gowdy/Ouellette/Thurz
Opposed: No one
Abstained: Sullivan**

RECEIPT OF APPLICATIONS:

Chairman Ouellette acknowledged the receipt of the following Application:

1. Application of Leslie Hickey and owner Pat Soucy for a Temporary Liquor Permit for a fundraising event to be held at 149 North Road on 3/9/2013 from 5:00 to 9:00 p.m. (B-3 Zone; Map 125, Block 16, Lot 27).

PERFORMANCE BONDS – ACTIONS; PERMIT EXTENSIONS; ROAD ACCEPTANCE;

Nothing presented this evening.

PUBLIC HEARINGS: Eric Manse, Tom Rossing, Joe Dealba and owner Sofia's Plazas, LLC - Special Use Permit/Site Plan Approval per Chapters 502 and 805 to operate a brewing company and tap room to be located at Sofia's Plaza, 2 North Road, in the B-2 zone, Map 112, Block 17, Lot 1. (*Deadline to close hearing 3/19/2013*):

Chairman Ouellette read the Hearing description. Appearing to discuss this Application were Eric Manse, Tom Rossing, and Joe Dealba. Also present in the audience was Despina Tartsinas, owner of Sofia's Plaza.

Town Planner Whitten noted the Applicants are not presenting a Site Plan as the operation will occur within the interior of an existing building.

Mr. Manse indicated the proposal is for a production brewery and tap room for people to come in and taste a sample of a beer the Applicants have developed. People can taste the beer on site, take a tour of the brewery, and purchase the beer which would then be taken off site. Mr. Manse indicated they can only sell the in-house beer they produce. Retail sales of tee shirts, etc. may occur as well. Town Planner suggested she thought some type of food – even if it's only a bag a chips – should be served when people are selling liquor. She indicated this requirement isn't part of the local regulations but suggested the Applicants review the food requirements with the State. The Applicants propose to operate the business on Wednesdays through Saturday from 3:00 p.m. to 7:00 p.m. Wednesday through Friday, and noon to 6:00 p.m. or 7:00 p.m. on Saturday.

Commissioner Gowdy questioned how they determined the number of parking

**TOWN OF EAST WINDSOR
PLANNING AND ZONING COMMISSION
Regular Meeting #1626 – February 12, 2013
MEETING MINUTES**

spaces? Mr. Manse suggested they anticipate using 20 parking spaces, and will have the spill-over ability of other available parking spaces throughout the plaza. Town Planner Whitten suggested parking available far exceeds the needs of this Applicant.

Chairman Ouellette questioned what's proposed for signage? Mr. Manse indicated they will have space on the pylon (plaza) sign; other signage will be reworked to accommodate the addition of this business. Mr. Rossing suggested they will also have signage over the door. Town Planner Whitten advised the Applicants there is no additional signage available for the plaza; existing signage must be reworked to accommodate advertisement of the brewery.

Town Planner Whitten notified the Applicants they must also come in and acquire a Zoning Permit for their signage.

Discussion returned to hours of operation. Town Planner Whitten noted this operation has been reviewed as if it were a deli; people come in for a limited time and purchase a product and then leave the premises. The hours of operation help to clarify this proposal isn't for an evening bar. If the operation becomes more of a restaurant facility then the Applicant may need to return to the Board for review of parking, etc.

Commissioner Sullivan questioned that only a unisex bathroom is being provided? Mr. Manse replied affirmatively, noting it will be handicapped accessible. Town Planner Whitten noted the bathroom facilities would be reviewed by the Building Department.

Commissioner Sullivan questioned if they have a loading dock to receive supplies? Mr. Manse suggested supplies will be delivered through the overhead doors and brought inside via a fork.

The Applicants noted although they call the operation the Broad Brook Brewery there was no location within Broad Brook which could accommodate their business. Significant traffic flow is key to a taproom.

Chairman Ouellette questioned if there would be a vent to the exterior of the building? He was concerned if neighbors would experience any smell from the brewing process. Mr. Rossing suggested the process smells like breakfast; Mr. Manse suggested the brewing is really nothing more than the smell produced by a bakery.

Chairman Ouellette noted this Application is a Public Hearing; he queried the audience for comments.

Alan Baker, 43 Spring Street: speaking as a resident Mr. Baker

**TOWN OF EAST WINDSOR
PLANNING AND ZONING COMMISSION
Regular Meeting #1626 – February 12, 2013
MEETING MINUTES**

4

welcomed Broad Brook Brewery to the business community and thanked the Applicants for locating the brewery on his side of town.

No one else requested to speak.

Chairman Ouellette queried Town Planner Whitten for evidence of mailings to abutters and posting of signage on the property. Town Planner Whitten reported the Applicants had adhered to both requirements.

Chairman Ouellette asked if anyone had any final comments they wanted to make? Neither the Commissioners, the Applicants, nor Town Planner Whitten raised any additional questions.

Chairman Ouellette queried Town Planner Whitten regarding the hours of operation. Town Planner Whitten suggested going with 7 days a week. Mr. Manse noted the new licensing allows them to be open the same hours as a brew pub, which is Friday and Saturday to 2:00 a.m., with the rest of the week closing at 12. He reiterated it's not their intent to be a full bar. Town Planner Whitten concurred with the State hours of operation, but noted if the Applicants start producing food that would be a different situation. Ms. Tartsinas, commenting from the audience, concurred. It was agreed that the hours of operation would be silent but would be referred to the State requirements.

MOTION: To CLOSE the Public Hearing on the Application of Eric Manse, Tom Rossing, Joe Dealba and owner Sofia's Plazas, LLC for a Special Use Permit/Site Plan Approval per Chapters 502 and 805 to operate a brewing company and tap room to be located at Sofia's Plaza, 2 North Road, in the B-2 Zone, Map 112, Block 17, Lot 1.

Devanney moved/Gowdy seconded/

**VOTE: In Favor: Unanimous
(Devanney/Gowdy/Ouellette/Sullivan/Thurz)
No Opposition/No Abstentions**

MOTION TO APPROVE the application of Eric Manse, Tom Rossing, Joe Dealba and owner Sofia's Plazas LLC requesting a special use permit/site plan approval per Chapters 502 and 805 to operate a brewing company and tap room to be located at Sofia's Plaza, 2 North Road, in the B-2 Zone, Map 112, Blk. 17, Lot 1.

Said permit is subject to the following conditions:

Referenced Plans:

F-1 Floor Plan Broad Brook brewing company, dated 1/15/13

**TOWN OF EAST WINDSOR
PLANNING AND ZONING COMMISSION
Regular Meeting #1626 – February 12, 2013
MEETING MINUTES**

5

Parking Layout, property of Giorgios & Sophia Tartsinas, North Road and Prospect Hill Road, East Windsor, CT prepared by JR Russo & Associates, 1 Shoham Rd, East Windsor CT 06088, 860/623-0569 scale 1" = 40' dated 2/5/99

Conditions of Approval:

Conditions that must be met prior to the issuance of any permits:

1. North Central Health District and the East Windsor Water Pollution control Authority shall review and approve the plans.
2. The Fire Marshall shall review and approve the plans. The total occupancy for the restaurant and patio shall be established by the Fire Marshall

Conditions that must be met prior to certificates of compliance:

3. A zoning and Building Permit shall be obtained prior to the commencement of any work.
4. All public Health, safety and building code compliance components of the project must be satisfactorily completed prior to occupancy.

General Conditions:

5. No live entertainment or public address system is permitted.
6. Applicant shall be responsible to maintain adequate security on the premises at their own expense.
7. All fire lanes shall be posted as such and no parking shall be permitted in those designated areas.
8. The permit and premises shall be operated in conformance with all applicable State and Local Laws.
9. By acceptance of this approval and conditions, the applicant, owner, and/or their successors and assigns acknowledge the right of Town Staff to periodically enter upon the subject property for the purpose of determining compliance with the terms of this approval.
10. This permit shall not become effective until a copy is filed on the land records for the subject property.
11. This project shall be constructed and maintained in accordance with the referenced plan. Minor modifications to the approved plans that result in lesser impacts may be allowed subject to staff review and approval. A Beer and Wine license is required.
12. The condition of this approval shall be binding upon the applicant, land owners, and their successors and assigns
13. A copy of the final approved motion shall be filed by the applicant on the land records.

**TOWN OF EAST WINDSOR
PLANNING AND ZONING COMMISSION
Regular Meeting #1626 – February 12, 2013
MEETING MINUTES**

6

Devanney moved/Gowdy seconded/

**VOTE: In Favor: Unanimous
(Devanney/Gowdy/Ouellette/Sullivan/Thurz)
No Opposition/No Abstentions**

OLD BUSINESS: Nothing pending this evening.

NEW BUSINESS: Leslie Hickey and owner Pat Soucy – Temporary Liquor Permit for a fundraising event to be held at 149 North Road on 3/9/2013 from 5:00 to 9:00 p.m. (B-3 zone; Map 125, Block 16, Lot 27) (*Deadline for decision 4/18/2013*):

Chairman Ouellette read the description of this Item of Business. Appearing to discuss this Application was Leslie Hickey, of Joe's Fine Liquors, and Ryan McConley, of 10 Popular Street, Enfield, representing Literacy Volunteers.

Mr. Hickey reported this is another wine and beer tasting event to be held on Saturday, March 9, 2013 from 5:30 p.m. to 7:30 p.m. This event is for the benefit of the Literacy Volunteers. Mr. Hickey noted they have asked for a time frame of 5:00 p.m. to 9:00 p.m. to allow setting up and cleaning up the event. The tasting will be held inside the Golden Gavel Auction facility. They anticipate approximately 150 people. Mr. Hickey felt parking shouldn't be a problem as he anticipates this to be a small event. They have hired a police officer as they have done with other events.

Chairman Ouellette queried the Commission and Town Planner Whitten for questions or comments. No one raised any concerns.

MOTION TO APPROVE the Application of Leslie J. Hickey and owner Patrick Soucy for a temporary liquor permit for a fundraising event to be held at the Golden Gavel Auction House on March 9, 2013 from 5:00 to 9:00 p.m.

Condition of Approval

1. **A Zoning Permit for a Temporary Event must be sought through the Planning Office.**

Devanney moved/Gowdy seconded/

**VOTE: In Favor: Unanimous
(Devanney/Gowdy/Ouellette/Sullivan/Thurz)
No Opposition/No Abstentions**

OTHER BUSINESS: Nothing scheduled this evening.

BUSINESS MEETING/(1) Discussion – Plan of Conservation & Development 2014:

**TOWN OF EAST WINDSOR
PLANNING AND ZONING COMMISSION
Regular Meeting #1626 – February 12, 2013
MEETING MINUTES**

7

Town Planner Whitten reported that although she has requested \$100,000 over a 5 year period to prepare a mandated update to the Plan of Conservation and Development (POCD) for East Windsor the Capital Improvement Committee has chosen to allocate \$20,000 to the project. That figure could be reduced further by the Board of Finance. To give people a comparative perspective Town Planner Whitten recalled that the process under which the Commission reviewed and proposed the Route 140 Zone Change required an expenditure of \$9,000. The previous POCD process involved several regular Commission Meetings, public meetings held and facilitated by the consultant in which development options were offered, discussed, and tallied, and a telephone survey was conducted by the consultant. The consultant also prepared mapping associated with the POCD. That process resulted in the current POCD, which the State mandates each town to update every 10 years.

Town Planner Whitten suggested the Commission consider forming an Ad Hoc Committee to work on the current revision. This time she proposes the Commission conduct an online survey. Town Planner Whitten will meet with a consultant to acquire as much free information as they are willing to offer. A separate survey will be sent to other Boards and Commissions for their input. Town Planner Whitten questioned how the town will be able to perform the mapping in-house. Town Planner Whitten noted the revised plan must be submitted to the State by September, 2014.

Chairman Ouellette, and Commissioners Zhigailo and Sullivan volunteered to assist on the Ad Hoc Committee.

Discussion followed.

BUSINESS MEETING/(2) Discussion – Adult Regulations:

Town Planner Whitten noted she will be meeting with the Chief of Police regarding Adult Regulations as it would be a Police Department Ordinance which would be revised.

BUSINESS MEETING/(3) Signing of Mylars/Plans, Motions:

Motions:

- Metro PCS Massachusetts
- Lisa Perkins

ADJOURNMENT:

MOTION: To ADJOURN this Meeting at 8:05 p.m.

Gowdy moved/Devanney seconded/VOTE: In Favor: Unanimous

**TOWN OF EAST WINDSOR
PLANNING AND ZONING COMMISSION
Regular Meeting #1626 – February 12, 2013
MEETING MINUTES**

8

Respectfully submitted,

Peg Hoffman, Recording Secretary, East Windsor Planning and Zoning Commission
(2282)