

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

**REGULAR Meeting #1677 – July 14, 2015**

***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 6:30 P. M. by Vice Chairman Thurz.

**PRESENT:** **Regular Members:** Jim Thurz (Vice Chairman), Lorry Devanney, and Dick Sullivan.

**Alternate Members:** Michael Kowalski, and Marti Zhigailo.

**ABSENT:** **Regular Members:** Frank Gowdy, and Joe Ouellette

**Alternate Members:** Bob Slate

Also present was Town Planner Whitten.

**GUESTS:** Deputy Selectman Jason Bowsza, Board of Selectmen Liaison to the Planning and Zoning Commission, First Selectman Denise Menard; Selectman Dale Nelson; Economic Development Commission Members Eric Moffett and Jim Richards.

**ESTABLISHMENT OF QUORUM:**

A quorum was established as three Regular Members and one Alternate Member was present at the Call to Order. Alternate Member Zhigailo arrived shortly. Vice Chairman Thurz noted all Regular Members would sit in, and vote, on all Items of Business this evening. Following in accordance with the service rotation schedule Alternate Member Kowalski, and Zhigailo, would also join the Board regarding discussion and action on all Items of Business this evening as well.

**LEGAL NOTICE:**

The following Legal Notice, which appeared in the Journal Inquirer on Thursday, July 2, 2015, and Thursday, July 9, 2015, was read by Secretary Devanney:

- Application of East Windsor Youth Center for a Special Use Permit to allow a Teen Center Social Club at 147 Main Street, Broad Brook, owned by Marianne and Peter Koumlelis. [B-1 zone; Map 88, Block 47, Lot 8]

**ADDED AGENDA ITEMS:** None.

**PUBLIC PARTICIPATION:**

**TOWN OF EAST WINDSOR  
PLANNING AND ZONING COMMISSION  
Regular Meeting #1677 – July 14, 2015  
MEETING MINUTES**

2

Vice Chairman Thurz queried the audience for comments regarding items/issues not posted on the Agenda. No one requested to speak at this time.

**APPROVAL OF MINUTES/June 23, 2015:**

**MOTION: To APPROVE the Minutes of Meeting #1676 of the Planning and Zoning Commission dated June 23, 2015, and the Economic Development Special Meeting dated June 23, 2015 as presented.**

**Devanney moved/Sullivan seconded/DISCUSSION: None.**

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

**MOTION: To TABLE approval of the Minutes of Meeting #1676 of the Planning and Zoning Commission dated June 23, 2015, and the Economic Development Special Meeting dated June 23, 2015 until the next meeting (July 28, 2015) as members present this evening are unable to establish a quorum for approval.**

**Devanney moved/Kowalski seconded/DISCUSSION: None**

**VOTE: In Favor: Unanimous (Devanney/Kowalski/Sullivan/Thurz/Zhigailo)**

Town Planner Whitten noted residents she had been contacted by who wished to appear before the Commission to present comments during Public Participation had just arrived at the Meeting. She requested the Commission return to the Public Participation portion of the meeting so the residents can speak.

**MOTION: To GO OUT OF ORDER AND RETURN TO PUBLIC PARTICIPATION.**

**Devanney moved/Sullivan seconded/DISCUSSION: None.**

**VOTE: In Favor: Unanimous (Devanney/Kowalski/Sullivan/Thurz/Zhigailo)**

**PUBLIC PARTICIPATION:**

**Valerie Galinski, 227 South Main Street:** reported she and her family are present to ask that the zoning laws be amended to accommodate 4-H members who don't have the correct acreage and property line so they can have chickens through their time as a 4-H member. Now they have to be so far away from the property line and they don't have enough acreage.

**RECEIPT OF APPLICATIONS:**

**TOWN OF EAST WINDSOR  
PLANNING AND ZONING COMMISSION  
Regular Meeting #1677 – July 14, 2015  
MEETING MINUTES**

3

Secretary Devanney noted receipt of the following new Applications:

1. Application of Eversource Energy Company for Modification of Approved Site Plan to allow construction of a covered parking/storage area and expansion of employee parking and storage yard at 112 Prospect Hill Road, owned by The Rocky River Realty Company. [B-1 & M-1 zones; Map 102, Block 17, Lot C-1]
2. Application of Latchman Haripaul for a Special Use Permit/Sale of Alcohol (in accordance with Section 805) to allow a package store at 124 Main Street, Broad Brook, owned by Windsor Locks Community Bank. [B-2 zone; Map 88, Block 37, Lot 10-11]

**PERFORMANCE BONDS – ACTIONS; PERMIT EXTENSIONS; ROAD ACCEPTANCE**

Nothing presented this evening.

**CONTINUED PUBLIC HEARINGS:** None.

**NEW PUBLIC HEARINGS – East Windsor Youth Center** - Special Use Permit to allow a Teen Center Social Club at 147 Main Street, Broad Brook, owned by Marianne and Peter Koumlelis. [B-1 zone; Map 88, Block 47, Lot 8] (*Deadline to close hearing 8/18/2015*)

Appearing to discuss the Application was Wendy Parker and Donna House, members of the East Windsor Youth Committee. Ms. Parker reported the committee was appointed by the Board of Selectmen. The location is the lower “building” at 147 Main Street. The location would be a place for middle school and high school kids to come and congregate in a non-alcoholic and drug-free environment. Ms. Parker suggested the location is small but they are trying to determine how many kids will participate. Ms. Parker described the interior layout, with separate areas planned for a conversation area, a computer game area, and kitchen area for a microwave oven etc. as they plan to have pre-packaged food available. Ms. Parker described the hours of operation: Tuesday – 5 to 8; Wednesday – 3 to 7, Fridays – 4 to 8, and Saturdays – 2 to 6. Ms. Parker indication the location was chosen as it’s the most central to the “needs”; middle school students could walk to this location

Ms. House addressed the parking concerns. She suggested there are a few parking spaces in front and out back as well; they will also share parking with Brookside Pizza next door. Ms. House didn’t anticipate that many kids would be driving to the center. Ms. House suggested staff will probably park in the Brookside lot and there is parking near the building. Ms. House addressed concerns that there is a bar associated with the restaurant; she questioned the concerns if the kids aren’t driving to the center. Ms. House indicated they will be installing a handicapped ramp if they receive approval tonight.

**TOWN OF EAST WINDSOR  
PLANNING AND ZONING COMMISSION  
Regular Meeting #1677 – July 14, 2015  
MEETING MINUTES**

4

The Commission raised the following questions:

Commissioner Zhigailo:

**Staff to client ratio:** Ms. House suggested they are planning on having 2 supervisors per shift. Ms. Parker suggested if this were an after school program the ration would be 1:10 kinds.

**Age of kids attending youth center:** Ms. Parker indicated they would have separate nights for different age groups. They've spoken with the School Resource Officer; he and Deputy Chief Hart will probably be dropping in from time to time. The location will be substance free, and no one will ever be left alone.

Commissioner Kowalski:

**Monitoring perimeter of facility:** Ms. Parker suggested the kids must stay inside. Ms. House indicated the kids must be coming in/dropped off by their parents. Ms. Parker noted that's in the "regulations".

Vice Chairman Thurz:

**Basketball court:** Vice Chairman Thurz noted a reference to a basketball court. Ms. Parker noted they are not asking the Town for money. Ms. House suggested the kids are hanging out at Kingsway Plaza and the bank; they will have a zero-tolerance for drugs and alcohol.

Commissioner Sullivan:

**"Policing" outside the building:** Commissioner Sullivan indicated he was uncomfortable that the committee didn't plan to "police" kids outside the building. He questioned what they will do if the kids leave the building? He noted the kids hanging around Kingsway is a problem. He noted there are residences across the street; those are people's homes. Ms. Parker suggested maybe they could have another staff person outside, although they don't want to have one person inside while the other person is outside. Ms. House suggested maybe they could have an officer come by when they are closing.

**Size of facility:** Commissioner noted the building is small. By the time you subtract the area for the bathrooms it's REALLY small; he questioned that they could get 10 kids in there. Ms. Parker disagreed, suggesting she felt they could get 15 to 20 kids in that area. They would not exceed the capacity as required by the Fire Marshal.

Vice Chairman Thurz opened discussion to the public:

**Jim Ward, 150 Main Street:** Mr. Ward indicated he lived directly across the street from 147 Main Street. He questioned how many people know how much traffic is on that street? He noted he counted 120 vehicles in a 15 minute period, and counted over 405 vehicles in a 4 to 5 hour period. Mr. Ward felt this is a good idea; he recalled they had Youthtopia in his day. There is no crosswalk or stop sign near this location; you have to walk down to the next driveway to cross over to the pizza house. In a few months we'll be turning the clocks back. There isn't a street light within 100' north or south of this

**TOWN OF EAST WINDSOR  
PLANNING AND ZONING COMMISSION  
Regular Meeting #1677 – July 14, 2015  
MEETING MINUTES**

5

building. Mr. Ward felt there should be a crosswalk, or some type of light to cross. The kids will have to climb over snow banks to cross the street in the winter. Mr. Ward also noted there is no emergency exit in the building; Ms. Parker disagreed, suggesting there is an emergency exit. Mr. Ward felt the Fire Marshal would address that.

**Mary Kay Kitteridge, 84 Windsorville Road:** Ms. Kitteridge felt the youth center would be a good opportunity not only for the kids but also for the families. If the parents are having problems with the kids this is a good place for someone to be a mentor for the child. Ms. Kitteridge felt this is endless for opportunities.

Ms. Kitteridge questioned if the Town could put a crosswalk in for the kids? First Selectman Menard noted Main Street is a State Road. Vice Chairman Thurz suggested the town doesn't have the ability to put the crosswalk in, that would be done through the DOT, which is a long process. Ms. House questioned if there are sidewalks on both sides of the street? Vice Chairman Thurz suggested sidewalks are only on one side.

Commissioner Devanney questioned if there would be a path from the building to the parking lot beside the building? Ms. Parker replied there is.

Vice Chairman Thurz questioned if the committee felt kids that could drive would come to this facility? Ms. House didn't think so; that was a reason she questioned the concern for parking. Ms. House suggested there is parking available in front and also in back.

**Sara Vincent, 20 Pamela Court:** Ms. Vincent reported she is the product of a single teen mother. Ms. Vincent reported she works with the State and she sees kids she wished she could have helped.

**Jim Richards (Selectman), 27 Pleasant Street:** suggested the outside of the building is private property. Ms. Parker didn't feel they will have a problem. They are looking for a larger spot but this one became available. They are responding to a tragedy and if they can save one life. The Town isn't spending a dime. Ms. Parker didn't feel this will be the permanent location.

**Richard P. Pippin, Jr.:** This is a heck of an idea. The site isn't perfect. Everyone needs to walk before they run. The building has been there for years.

**Priscilla Allard, 83 Depot Street:** Ms. Allard suggested the Town has a walkway where you press the button and if the kids are taught to use that they will do the right thing. She suggested she is a bondsman; she has seen a lot of kids get in trouble because they don't anything to do.

**Henry Chartier, 149 Main Street:** Mr. Chartier reported he lives next door to the proposed location; he has problems now with people parking on his property. Mr. Chartier suggested there is no land between this location and his home; he questioned

**TOWN OF EAST WINDSOR  
PLANNING AND ZONING COMMISSION  
Regular Meeting #1677 – July 14, 2015  
MEETING MINUTES**

who will be parking in the back? Ms. Parker suggested it would be the people who live upstairs.

Mr. Chartier noted donations are being accepted by the Town; Ms. Parker suggested the committee was appointed by the Board of Selectmen. They have a line item just for the youth center; they don't have a bank account as they are not a business. Ms. House suggested the same situation occurs for the dog park; their money gets put into their own account. First Selectman Menard suggested any committee can use the town as a pass-through; this is a safe way for the committee to have their money.

Mr. Chartier suggested the committee says they will have outside activities; if they go outside and they get hurt, who will cover that? Vice Chairman Thurz questioned the distance between his property? Mr. Chartier indicated his property goes 15' out; there isn't room to drive a car down there without going on his property. Commissioner Devanney questioned if a kid goes on his property and falls, who would cover that? Ms. House indicated it would be their insurance.

**Priscilla Allard, 83 Depot Street:** suggested it's obvious Mr. Chartier has problems with the tenants; she questioned if they could put up a fence? Mr. Chartier reiterated there is no room. Ms. Allard indicated she hasn't seen the property.

**Donald St. Armour, 152 Main Street:** Mr. St. Armour reported until his kids were 15 or 16 he wouldn't let them cross the street to get a pizza; he is afraid of kids getting hit. He wishes something like this were there for his kids.

**Mary Kay Kitteridge, 84 Windsorville Road:** suggested perhaps someone could get a conversation going with Mr. Chartier with respect to people respecting his property and concerns if those issues arise.

Ms. House suggested there is a crosswalk at the church. Parents must sign the kids up to go to the youth center. Maybe they have someone at the door. The parents could drop the kids off at the front door. Maybe they could put up a "yield" sign.

**Donald St. Armour, 152 Main Street:** reiterated the idea of that many kids crossing on that side of the street is scary.

**Valerie Galinski 227 South Main Street (Warehouse Point):** questioned what would prohibit a child from leaving with someone other than the parent? Ms. Parker indicated the kids will be registered with the parent. Ms. House suggested the kids must register to go to the youth center. If there is a restraining order..... they are not a daycare, they are not babysitters. If a parent is concerned..... if a child can sign themselves out they can leave. Ms. Parker suggested they won't monitor who the kids leave with.

**TOWN OF EAST WINDSOR  
PLANNING AND ZONING COMMISSION  
Regular Meeting #1677 – July 14, 2015  
MEETING MINUTES**

7

Commissioner Kowalski: questioned the process if the Town wanted to talk to DOT about a crosswalk? Town Planner Whitten reported that any work undertaken within the State highway must be dealt with through DOT. She suggested perhaps that might be an issue the applicant might want to pursue.

Commissioner Zhigailo: questioned if there was a light on the outside of the building? Ms. House suggested if there isn't one maybe they could have one added.

Selectman Nelson: suggested there are a lot of lights nearby; maybe they aren't working.

**Jim Ward, 150 Main Street**: reiterated there are lights 100' to the north and the south of this location. The one to the south goes out now and then. Ms. Parker suggested they will make that their responsibility. Vice Chairman Thurz cautioned they need to be careful with lights on the front of the building. Town Planner Whitten suggested they can't extend off the property line, which is very close.

**Priscilla Allard, 83 Depot Street**: questioned how the skate park was approved; there is no walkway. Commissioner Devaney and Town Planner Whitten suggested the skate park closes in the Winter. Town Planner Whitten suggested the concern with this location is it's on a main street; there are a lot of trucks that pass through constantly.

Vice Chairman Thurz queried the audience for additional comments; no one requested to speak further.

Town Planner Whitten noted the applicant has requested waivers for the requirements of a site plan with the Special Use Permit Application, and a waiver of fees.

Town Planner Whitten also recommended that a condition be added that 2 designated spaces must be reserved for the tenants of the dwelling unit upstairs. Vice Chairman Thurz questioned if the tenants are aware of this proposal as it will impact their lives. Ms. Parker suggested all they asked for were the two parking spaces. The Commission should also reference the email received from the North Central Health District.

Commissioner Kowalski: questioned how the handicapped ramp will be addressed? Ms. Parker reported she is working with Rand (Stanley, Building Official). Mr. Ward questioned if the ramp is discussed publicly? Town Planner Whitten indicated the ramp will be dealt with administratively via the issuance of a Zoning Permit through the Planning Department. The applicant doesn't come before the Board again; there is no public notification.

**MOTION:** To CLOSE the Public Hearing on the Application of the East Windsor Youth Center for a Special Use Permit to allow a Teen Center Social Club at 147 Main Street, Broad Brook, owned by Marianne and Peter Koumlelis. [B-1 Zone; Map 88, Block 47, Lot 8]

**TOWN OF EAST WINDSOR  
PLANNING AND ZONING COMMISSION  
Regular Meeting #1677 – July 14, 2015  
MEETING MINUTES**

8

**Devanney moved/Sullivan seconded/DISCUSSION: None.**

**VOTE: In Favor: Unanimous (Devanney/Kowalski/Sullivan/Thurz/Zhigailo)**

**MOTION: To waive:**

- A. Requirements for site plan per Ch 900.2.a which allows the Commission to waive the requirement for a site plan with a Special Use Permit. The request for waiver is due to the fact that there are no proposed changes to the existing building or site.
- B. Waiver of fees, per application. The request is due to the non-profit status of the organization.

**Devanney moved/Sullivan seconded/DISCUSSION: None.**

**VOTE: In Favor: Unanimous (Devanney/Kowalski/Sullivan/Thurz/Zhigailo)**

**MOTION TO APPROVE Application of Wendy Parker representing East Windsor Youth Center, and owners Marianne and Peter Koumlelis, requesting a Special Use Permit per Ch 304 for a Youth Center to be located at 147 Main Street, Broad Brook, in the B-1 zone (Map 88, Block 47, Lot 8).**

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This approval is granted subject to conformance with the referenced plans (as may be modified by the Conditions) and the following conditions (subject to change at meeting per PZC discretion):

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**Conditions which must be met prior to certificates of compliance:**

1. All public health and safety components of the project must be satisfactorily completed prior to occupancy. In cases where all public health and safety components have not been completed, the Zoning Officer may issue a Certificate of Zoning Compliance provided a suitable bond is retained for any remaining site work.

**General Conditions:**

2. A Zoning Permit shall be obtained prior to the commencement of any site work or change of use.
3. 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
4. Cars may not at anytime be parked in landscaped areas, or outside of approved parking areas, unless approved as such on the site plan.
5. No Special Use Permit shall remain valid if the activity has not commenced within 24

**TOWN OF EAST WINDSOR  
PLANNING AND ZONING COMMISSION  
Regular Meeting #1677 – July 14, 2015  
MEETING MINUTES**

9

months of the date of approval, unless an extension is granted by the Commission.

6. Two (2) spaces must be reserved for the dwelling unit on the second story.
7. Any on-site processing of food needs to be approved by the North Central Health District.

**Devanney moved/Sullivan seconded/DISCUSSION: None**

**.VOTE: In Favor: Unanimous (Devanney/Kowalski/Sullivan/Thurz/Zhigailo)**

**REASONS FOR DECISION/APPROVAL: Commissioner Devanney voted in favor of the Application as she felt there was a big need for teenagers in East Windsor to meet and have fun with their peers. Vice Chairman Thurz voted in favor of the Application because he felt that if they could keep kids from doing drugs and save a life it should be approved. Commissioner Sullivan indicated he has always been an advocate of a youth center in town, and while he feels this location is not ideal we need to start somewhere. If they are successful they will be looking for a larger location and if they are not successful they won't continue at this location. Commissioner Kowalski felt the location isn't ideal but he agreed we need to start somewhere. Commissioner Zhigailo voted in favor because the committee seems to have everything in place and has been active in their research; she felt we should support them.**

**MOTION: To TAKE A FIVE MINUTE BREAK.**

**Devanney moved/Kowalski seconded/  
VOTE: In Favor: Unanimous**

The Commission RECESSED at 7:35 p.m. and RECONVENED at 7:40 p.m.

**OTHER BUSINESS: None.**

**OLD BUSINESS: None.**

**NEW BUSINESS: None.**

**BUSINESS MEETING/(1) Terri Hahn, LADA- Potential New Studies for the POCD:**

Terri Hahn, of LADA joined the Board to discuss options for future development studies. Joining in the discussions also was Eric Moffett, Chairman of the Economic Development Commission (EDC), and Jim Richards, member of the EDC/Selectman, and Deputy Selectman Jason Bowsza, BOS Liaison to the PZC.

**TOWN OF EAST WINDSOR  
PLANNING AND ZONING COMMISSION  
Regular Meeting #1677 – July 14, 2015  
MEETING MINUTES**

10

Mrs. Hahn presented the Board with a draft document which finalizes the Route 5 Corridor Study. The Commission can modify the study, if necessary, and decide if they want to add at least include the maps in the POCD, and work towards drafting regulations and revise the zoning map accordingly.

Mrs. Hahn understands the Commission's next project is anticipated to be defining the Warehouse Point Village District, creating the limits of the district – will it include the South Water Street area? Mrs. Hahn provided the Commission, and guests, with handouts which identify three options for pursuing the study – each containing differing levels of detail to define the criteria for inclusion in the district. Mrs. Hahn spent some time explaining the various options.

The consensus of the PZC was to pursue development of the Warehouse Point Village District while including the remnants of the Transit Oriented Development occurring in Windsor Locks. Mr. Moffett and Selectman Richards noted a sub-group of the EDC will be working with the owners of the vacant cinema, Walmart, and La Renaissance properties as well.

**BUSINESS MEETING/(2) Signing of Mylars/Plans; Motions:**

**ADJOURNMENT:**

**MOTION: To ADJOURN this Meeting at 8:47 p.m.**

**Kowalski moved/Sullivan seconded/VOTE: In Favor: Unanimous**

Respectfully submitted,

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