

**TOWN OF EAST WINDSOR
PLANNING AND ZONING COMMISSION
Regular Meeting #1685 – November 24, 2015
MEETING MINUTES - Draft**

which addresses Federal Zoning for Religious land uses. She noted that discussion had occurred during Public Participation regarding concern for the impact of the church's tax exempt status on economic development; reference to this memo addresses that concern. The Recording Secretary suggested often the Minutes are referenced long after the applications have been acted upon; tapes are destroyed after a period of time and the hard copy of the minutes are retained.

The Commission agreed to the amendment, and the subsequent posting of REVISED Minutes for PZC Meeting # 1684 dated November 10, 2015

MOTION: To ACCEPT the Minutes of Regular Meeting #1648 dated November 10, 2015 as amended:

Page 8, CONTINUED PUBLIC HEARINGS: Cross Roads Cathedral - Zone Change from M-1 to HIFZ for property located at 59 Prospect Hill Road, owned by Peoples United Bank. (Map 92, Block 14, Lot 10) ; *AND, Cross Roads Cathedral*: Special Use Permit for modification to GDP in HIFZ; Special Use Permit for church use; and Site Plan Approval to allow construction of a 4-story, 80-room hotel..... Paragraph Two: "Town Planner Whitten suggested perhaps the church could advise the Police Department when the special events will be held, and perhaps advertise them on their website so the public will be aware as well. *Town Planner Whitten also provided the Commission with a memo regarding the RLUIPA Act (Religious Land Use and Institutionalized Persons Act) which addresses Federal zoning for Religious land uses. See Attachment A.*

Devanney moved/Gowdy seconded/DISCUSSION: None.

VOTE: In Favor: Unanimous (Devanney/Gowdy/Ouellette/Sullivan/Thurz)

RECEIPT OF APPLICATIONS:

Chairman Ouellette acknowledged receipt of the following Application:

1. Application of Justin Kakley for a Special Use Permit to allow proposed commercial recreation use at 32 North Road, owned by Down Realty, LLC (Jonathan Shoham). (M-1 Zone; Map 113, Block 17, Lot 3A):

PERFORMANCE BONDS – ACTIONS; PERMIT EXTENSIONS; ROAD ACCEPTANCE

None.

CONTINUED PUBLIC HEARINGS: None.

NEW PUBLIC HEARINGS –OTHER BUSINESS: Steve Moser - Special Use Permit/Excavation (per Section 814) for driveway relocation and parcel regrading for

**TOWN OF EAST WINDSOR
PLANNING AND ZONING COMMISSION
Regular Meeting #1685 – November 24, 2015
MEETING MINUTES - Draft**

property located at 55 & 57 Kreyssig Road (Sunset Valley Farms). [A-1 Zone; Map 136, Block 75, Lots 10 & 11] **(CONTINUED TO 12/8/2015):**

Chairman Ouellette announced that the Application for the Moser Special Use Permit/Excavation is still not ready to move forward. The Application will be continued; the Public Hearing will not be opened.

OLD BUSINESS: None.

NEW BUSINESS: None.

OTHER BUSINESS: None.

BUSINESS MEETING/(1) LADA – Warehouse Point Study

Terri Hahn, of LADA P. C. Land Planners, joined the Commission Mrs. Hahn continued with her ongoing presentations of existing conditions in the Warehouse Point Village district, which includes I-91 as its northern boundary, South Water Street as the southern boundary as it circles back up to I-91, and interior streets within that area – Bridge Street, School Street, Spring Street, North Main Street, Main Street, Dean Avenue, Pleasant Street and adjacent streets circling behind the Keystone Box Factory.

Mrs. Hahn presented the Commission with a handout – Warehouse Point Study – Part 2 which contains aerials of various streets/areas, and then compares the street scenes which currently exist within that area. Mrs. Hahn provided the Commission, and the audience, with an extensive review of the existing architecture – many of the buildings were built in the mid-1800s- , and lot configurations. She noted that many of the lots which pre-existed current zoning are long, narrow configurations, which would have an impact on redevelopment.

Mrs. Hahn then offered the Commission potential redevelopment scenarios, including examples from other (primarily Connecticut) cities. In general the Commission favored two story building configurations, utilizing the bottom floor for retail use while the second story would be residential units. At this point the Commissions favors maintaining the historic appearance/ambience of the district. Parking within the area is a consideration. Could multiple properties be combined in the future to create a townhouse effect, with parking directed to the rear for the multiple units? Street landscaping was discussed; how can redevelopment include outside dining or cafes and yet not be affected by street traffic?

The Commission also discussed its intent to tie redevelopment into the Transient-Oriented-Development – which focuses on the improved use of the rail line - proposed for Windsor Locks. The intent is to bring additional residential units into a vibrant

**TOWN OF EAST WINDSOR
PLANNING AND ZONING COMMISSION
Regular Meeting #1685 – November 24, 2015
MEETING MINUTES - Draft**

4

commercial area. Discussion followed for some time; audience participation was encouraged.

Mrs. Hahn asked the Commission to consider basic criteria for future development for discussion during the next session. Discussion followed regarding timing for completion of this study to include in the POCD revision. Town Planner Whitten would like to hold a future meeting in the Warehouse Point area and invite business and property owners to attend to offer their input.

MOTION: To TAKE A FIVE MINUTE BREAK.

**Gowdy moved/Thurz seconded/DISCUSSION: None
VOTE: In Favor: Unanimous**

The Commission RECESSED at 7:30 p.m. and RECONVENED at 7:35 p.m.

BUSINESS MEETING/(2) Plan of Conservation & Development Review (POCD):

Town Planner Whitten presented the Commission with an excerpt from the draft proposed revisions to the POCD. The two sections to be considered tonight are Chapter 1 – Introduction – and Chapter 2 – Conserving Community Resources. Town Planner Whitten advised the Commission she has incorporated suggestions or potential goals proposed by the various Commissions as she met with them. For example, Chapter 2 addresses goals for preservation of Open Space; she has included input offered by the Conservation and Agricultural Commissions. Chairman Ouellette questioned if infrastructure needs had been considered in these revisions? Town Planner Whitten indicated she met with Town Engineer/Director of Public Works Len Norton for his input.

Town Planner Whitten described the remaining steps in the review and approval process. The Commission needs to finalize its proposal; the proposed draft must also be compared to the requirements of both the State and Federal Government. Once the Commission has finalized the draft then Public Hearings will be held, and the document is then referred to CRCOG. (Capital Region Council of Governments). Town Planner Whitten suggested the Commission's review and approval, and the Public Hearings must be held by April 2016 as the referral to CRCOG is a 60 day process.

Discussion followed regarding the previous POCD, which was prepared by a consultant vs. Town Planner Whitten's work in-house. Town Planner Whitten suggested failure to complete this revision as required affects the Town's ability to apply for State and Federal grants.

The Commission needs more time to review the document excerpts.

**TOWN OF EAST WINDSOR
PLANNING AND ZONING COMMISSION
Regular Meeting #1685 – November 24, 2015
MEETING MINUTES - Draft**

5

BUSINESS MEETING/(3) By-Laws:

The Commission reviewed the current bylaws, and noted some changes – the time of the inception of the meeting has changed, Section 3.4 regarding the duties of the Commission secretary vs. staff administrative assistance requires revision.

The Commission requested a draft of proposed changes prior to the January 12th 2016 (proposed) meeting.

BUSINESS MEETING/(5) Meeting Schedule for 2016:

MOTION: To ACCEPT the PZC 2016 Meeting Schedule as presented.

Devanney moved/Gowdy seconded/DISCUSSION: None

VOTE: In Favor: Unanimous (Devanney/Gowdy/Ouellette/Sullivan/Thurz)

BUSINESS MEETING/(4) Election of Officers:

Chairman Ouellette queried the Commissioners for their preference regarding officers for the 2016 year.

MOTION: To APPROVE the current slate of officers as presented– Joe Ouellette, Chairman; Jim Thurz, Vice Chairman; and Lorraine Devanney, Secretary –

Devanney moved/Gowdy seconded/DISCUSSION: None

VOTE: In Favor: Unanimous (Devanney/Gowdy/Ouellette/Sullivan/Thurz)

BUSINESS MEETING/(6) Signing of Mylars/Plans, Motions:

Motions:

- **Cross Roads Cathedral - *Zone Change* from M-1 to HIFZ for property located at 59 Prospect Hill Road, owned by Peoples United Bank. (Map 92, Block 14, Lot 10).**
- **Cross Roads Cathedral: *Special Use Permit for modification to GDP in HIFZ; Special Use Permit for church use; and Site Plan Approval to allow construction of a 4-story, 80-room hotel with day spa and use of existing banquet facility as a public place of worship for property* located at 53, 55 and 59 Prospect Hill Road, owned by Peoples United Bank. (Map 92, Block 14, Lots 10, 11 & 12) [In accordance with Section 504]**
- **STP, LLC, represented by Michael V. Rock - Special Use Permit for a change of use from a bank to a restaurant at Suite F at 142-146 North Road, owned by Walter E. Bass, Jr. [B-3 zone; Map 124, Block 25, Lot 15]**

**TOWN OF EAST WINDSOR
PLANNING AND ZONING COMMISSION
Regular Meeting #1685 – November 24, 2015
MEETING MINUTES - Draft**

6

ADJOURNMENT:

MOTION: To ADJOURN this Meeting at 8:17 p.m.

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

Respectfully submitted,

Peg Hoffman, Recording Secretary, East Windsor Planning and Zoning Commission
(1601)