

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

**Meeting #1608
March 13, 2012**

*******Draft Document Subject to Commission 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 Members (Zhigailo) were present. Chairman Ouellette noted all Regular Members would sit in, and vote, on all Items of Business this evening. Should it be necessary for any of the Regular Members to step down from service Alternate Member Zhigailo would then join the Board regarding discussion and action on all Items of Business this evening as well.

Also present was Town Planner Whitten.

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

LEGAL NOTICE:

The following Legal Notice, which appeared in the Journal Inquirer on Thursday, March 1, 2012, and Thursday, March 8, 2012, was read by Chairman Ouellette:

1. Application of Gardner Chapman for a Text Amendment to Section 802 *Multi-Family Development District (MFDD)* – Sec. 802.4 *Applicability*; Sec. 802.6 *Types of Permits*; Sec. 802.10 *Minimum Floor Area, Unit Mix, Utilities and Miscellaneous Design Requirements*; and Sec. 802.22 *Change of Zone*.

ADDED AGENDA ITEMS:

Town Planner Whitten indicated she had two items for informal discussion/clarification; the items can be discussed under Staff Reports.

No motion made; Staff Reports is a standard Agenda item.

APPROVAL OF MINUTES/March 13, 2012:

MOTION: To APPROVE the Minutes of Regular Meeting #1607 dated February as written.

**TOWN OF EAST WINDSOR
PLANNING AND ZONING COMMISSION
Meeting #1608 – March 13, 2012**

2

Devanney moved/Gowdy seconded/

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

RECEIPT OF APPLICATIONS: None.

PERFORMANCE BONDS – ACTIONS; PERMIT EXTENSIONS; ROAD ACCEPTANCE:

None.

NEW PUBLIC HEARING: Gardner Chapman – Text Amendment to Section 802 *Multi-Family Development District (MFDD)* – Sec. 802.4 *Applicability*; Sec. 802.6 *Types of Permits*; Sec. 802.10 *Minimum Floor Area, Unit Mix, Utilities and Miscellaneous Design Requirements*; and Sec. 802.22 *Change of Zone (Deadline to close hearing 4/17/2012)*:

Chairman Ouellette read the Hearing description. Appearing to discuss this Application was Attorney Dory Famiglietti, of Kahan, Kerensky and Capossela, LLP, representing Gardner Chapman and Jay Ussery, of J. R. Russo and Associates, LLC, professional engineer. Also available in the audience were Gardner Chapman and Cliff Chapman of the Gardner Family Group.

Attorney Famiglietti reported a copy of the proposed text amendment has been filed with the Town Clerk as is required by State Statutes, and Town Planner Whitten referred a copy to the Capitol Region Council of Governments (CRCOG).

Attorney Famiglietti noted that in 2006 the Planning and Zoning Commission (PZC) amended the Zoning Regulations to eliminate apartments. The Applicant is present tonight to ask the Commission to amend the Zoning Regulations to allow apartments developed under specific criteria. The Mansions at Canyon Ridge were approved in 2005. Attorney Famiglietti suggested the Mansions at Canyon Ridge have proven to have a positive effect in the Town. They are using the Mansions at Canyon Ridge to promote that type of apartment development which is a desirable product and is presently in high demand.

Attorney Famiglietti suggested when people consider apartments they think about the impact of the apartments on the Town's school, roads, and emergency and police services. A number of those concerns surfaced during the development of the Mansions at Canyon Ridge. If a development is done with specific design standards for upscale apartments you don't have to be concerned about those concerns coming to fruition. Under the proposed text amendment specific criteria would be requirements for consideration for development:

- Frontage on State Highways, specifically Route 5, and Route 191. Those State roads are well developed and can handle the traffic generated by these types of developments.
- Minimum parcel size to be 25 acres
- All 3 bedroom units would be eliminated from the development; only 1 and 2 bedroom units would be constructed. Minimum square footage for the apartment units have been increased from 650 square feet to 725 square feet for a 1 bedroom unit, and from 800 square feet to 1000 square feet for a 2 bedroom unit. They have also added amenities such as private

**TOWN OF EAST WINDSOR
PLANNING AND ZONING COMMISSION
Meeting #1608 – March 13, 2012**

entrances, private garages, and laundry facilities within each unit. Attorney Famiglietti suggested this addition will attract more young professionals and seniors.

- Unit mix to be 40% 1 bedroom units (maximum), and 60% 2 bedroom units (maximum).
- Density bonus allows up to 1 additional multi-family dwelling unit per acre of developable land if all units have private garages. In no case will the density exceed 4 dwelling units per acre of developable land.

Attorney Famiglietti suggested that with regard to impact on East Windsor’s emergency services, between October 2010 and the beginning of May, 2011 there were zero police calls at Mansions at Canyon Ridge. Although the Mansions at Canyon Ridge is not an age restricted development approximately 50% of the units are rented to seniors. During 2010 to 2011 there were zero school aged children in residence within the 220+/- units at Mansions at Canyon Ridge; this year there are 3 kids in residence.

Attorney Famiglietti suggested apartments offer a significant tax benefit to their community, and are often a higher tax generator than single family homes. In 2010 the following apartment complexes developed by the Chapman Family provided tax benefits of:

Complex	Unit Assessment	Tax Revenue	Taxpayer Status	Number of Units
Mansions at Canyon Ridge	\$80,000	\$17,434,010	2 nd	224+/-
Autumn Chase	\$70,000	\$18,035,270	2 nd	253+/-
Mansions at Hockanum Crossing	\$71,000	\$47,754,460	1 st	702+/-

Attorney Famiglietti suggested if similar parcels were developed under a Planned Residential Development/single family homes (PRD) the density would be .5/acre. They are presently considering a parcel at Route 191 and Route 5; if a parcel of similar size were developed under a PRD it would generate approximately 81 homes and produce the following tax revenue:

Taxable Item	Sale Price	Assessed Value (70%)	2010 Mill Rate	Unit Tax Revenue	Units Per Parcel	Total Tax Revenue
Single Family Home	\$178,000	\$124,600	24.3756	\$3,037	81	\$246,013
Vehicles	n/a	\$10,000	24.3756	\$244	202.5	\$49,410

Attorney Famiglietti suggested single family homes often generate more school children per unit (.59 students/3 bedroom, and 0.94 students/4 bedroom home). They often require more town services such as road maintenance and garbage removal; these services would be privately maintained for apartments.

Attorney Famiglietti suggested apartments often generate a higher tax revenue than industrial uses. She noted the Chapman Family considered developing a complex in South Windsor. She offered the following tax revenue comparisons for that potential complex, and sample commercial developments:

**TOWN OF EAST WINDSOR
PLANNING AND ZONING COMMISSION
Meeting #1608 – March 13, 2012**

Complex	Developable Acreage	Per Acre Tax Revenue	Total Tax Revenue
Commerce Way Industrial Development	45.32 acres (36 industrial sites)	\$9,734.42	\$441,164
Aldi's	102 acres	\$8,888	\$906,590
Chapman Proposed Multi-Family Development	36.5 acres (220 units)	\$15,910 (Anticipated)	\$580,734 (Anticipated)

Attorney Famiglietti then offered the following revenue comparison for the parcel being considered by the Chapman Family at Route 191 and Route 5:

Taxable Item	Assessed Value (70%)	Units Per Parcel	Projected Unit Tax Revenue	2010 Mill Rate	Projected Total Tax Revenue
Dwelling Unit	\$83,000	620	\$51,460,000	24.3756	\$1,254,368
Vehicles	\$10,000	1240	\$12,400,000	24.3756	\$ 302,257

Attorney Famiglietti noted the potential complex would generate a **total recurring tax revenue of \$1,556,625**, and a **one-time sewer connection fee of \$3,096.280** (based on a per unit hook-up fee of \$4,994).

Mr. Ussery reported the Chapman Family is looking at a property on Route 5/South Main Street which also has frontage on Route 191/Phelps. He then referenced a site map which reflected several other parcels to which this proposed text amendment would be applicable; all parcels considered are vacant parcels. All parcels contain in excess of 25 acres, and are located on Route 5 and/or Route 191. Mr. Ussery referenced each parcel specifically, noting several are located along Route 5, two along Route 191/Phelps Road, one on Route 191/Scantic Road, and one at Route 191/Main Street, Broad Brook. Mr. Ussery noted while there are several parcels which may appear to fit the criteria on the west side of Route 5 they are impacted by significant amounts of flood plain and/or the Connecticut River Channel Encroachment line. All applicable parcels are located within the Sewer Service Area; if they are not already sewered they have the ability to provide sewer. There is a total of 508 acres meeting the criteria for the proposed text amendment. Attorney Famiglietti suggested that if the 130+/- acres currently being considered by the Chapman Family is removed from that assessment then 305+/- acres would be applicable for development under the proposed text amendment.

None of the parcels applicable are located on the Route 140 corridor.

Attorney Famiglietti referenced comments made during the 2005 hearings regarding construction of the Mansion at Canyon Ridge, noting the concerns that were raised included school-aged children, high crime rates, and general discussion questioning the need for more apartments. She referenced a 2009/2010 study which indicated that 112 out of 169 Connecticut towns - including East Windsor - lacked a median income sufficient for residents to purchase homes. She suggested that fact – as

well as changing demographics regarding home ownership by baby-boomers - contributes to the rise in multi-family housing. Attorney Famiglietti referenced another 2011 article which indicated the Connecticut apartment market is leading the regions in real estate recovery; vacancies are low and occupancy levels have improved. Referencing other newspaper and industry articles Attorney Famiglietti suggested that more people are choosing to live in apartments as it's becoming too costly to own a residence, and they have concerns regarding job stability. She noted Connecticut's population is aging; seniors are selling their homes, and 60% are moving into apartments. She cited that of the 253 units in Autumn Chase 31% are rented to residents 55 or older. Similarly, at the Mansions at Hockanum Crossing, of the 702 units 32% are rented to residents 55 and older. Attorney Famiglietti also referenced East Windsor's Plan of Conservation and Development (POCD) which cites the rising number of mature adults for which the Town should plan appropriate housing.

Commissioner Thurz questioned how these apartments are different than the 55 and over communities which were promoted 5 years ago; he noted that market exploded and then became difficult to sell? Attorney Famiglietti suggested those developments were built all over, and the market became saturated. She reiterated that the apartments she is discussing would not be age-restricted. Mr. Ussery recalled that Gardner Chapman had commented previously that he's never had a problem renting his apartment units.

Chairman Ouellette questioned how the density bonus fit the Town's regulations, and why not just include private garages with each unit? Attorney Famiglietti suggested the density bonus would allow construction of more units which would add more revenue to the Grand List without putting a bigger burden on the school system. She suggested it's difficult to get to 4 units/acre for the parcel being considered due to a significant amount of wetlands within the parcel. She suggested smart growth talks a lot about increased density; she didn't feel it was over-burdening the land and creating an adverse impact on the town. Mr. Ussery suggested that in the East Windsor Regulations the Bulk Table is very similar to higher density. Under the PRD Regulations it allows relaxation of the Bulk Table so that a developer could probably get up to 4 units/acre. Mr. Ussery suggested this proposal isn't really out of line with density allowed in other towns. Prior to this change it was 4 units/developable acre without a bonus.

Chairman Ouellette questioned how easy would it be for a developer to waive specific criteria – such as minimum acreage, dwelling unit square footage, etc. – if this text amendment were approved? Attorney Famiglietti suggested a variance would be required to seek a waiver. Town Planner Whitten suggested a waiver could be required under a variance, or via a waiver provisions under Section 3 of the Zoning Regulations, but a developer must meet specific criteria and approval is granted by the Commission under a Special Use Permit. She felt the only thing that could be waived is the criteria for Open Space. Attorney Famiglietti suggested that a developer must charge rents to justify for the upscale product.

Commissioner Sullivan felt the garages should be a requirement; Commissioner Devaney concurred, specifically for this type of development. Attorney Famiglietti suggested the text amendment has been proposed with the garages as a perk to provide flexibility.

**TOWN OF EAST WINDSOR
PLANNING AND ZONING COMMISSION
Meeting #1608 – March 13, 2012**

Chairman Ouellette opened discussion to the public:

Jean McCarroll, Azalea Court: questioned what percentage of homes in East Windsor were owner occupied? Referral to statistics provided by CERC found the number to be 55%.

No one else requested to speak.

Chairman Ouellette queried Town Planner Whitten for comments. Town Planner Whitten suggested the text amendment doesn't change the regulations drastically, and will provide for similar types of developments as Mansions at Canyon Ridge. She noted that the construction costs and fees associated with Mansions at Canyon Ridge kept East Windsor afloat over the last years; the units couldn't be built fast enough to satisfy demand.

Chairman Ouellette suggested if the proposal was so good why isn't it being allowed on Route 140? Town Planner Whitten recalled that from all the discussion and public workshops held on the Route 140 Corridor what she has heard is that people don't want more residential development in that area. Chairman Ouellette suggested everyone wants the tax dollars. Town Planner Whitten suggested the Commission must decide where it wants development. She felt the Town has spoken and the general consensus is no one wants residential development along Route 140, although she admitted that concept is contrary to her opinion. Town Planner Whitten suggested she didn't feel that workforce housing was a bad thing; she also felt that residential development could be part of mixed used development with residential units above business units.

Chairman Ouellette questioned Town Planner Whitten's opinion regarding the garages? Town Planner Whitten suggested the way the text amendment is written allows more flexibility, although that would mean some projects could be/would be developed without any garages. Chairman Ouellette questioned if that would produce a less desirable product? Commissioner Sullivan suggested if residents want to continue the rural character of East Windsor then large parking lots don't do that. Town Planner Whitten recalled that part of the increased density allowance is some form of Open Space gratuity; Attorney Famiglietti noted the text amendment includes a minimum requirement for Open Space and requires buffers. Discussion continued regarding the advantages (safety, convenience) vs. disadvantages (location under bedrooms) of garages.

Commissioner Thurz turned discussion to the parcels where the carnival is held in Broad Brook; he note the carnival has been held there for years. Town Planner Whitten noted they have the right to build condominiums there now; it's eligible for development under the POCD. Discussion determined the parcel at Route 191 and Route 5 is also eligible for condominiums, or a PRD. Attorney Famiglietti concurred, noting the PRD would produce 81 single family dwellings. Commissioner Gowdy questioned why the Chapman Family didn't want to do condominiums; they wouldn't have to go through a text amendment for that. It was noted financing for construction of condominiums was more difficult to secure, development as condominiums would produce a lesser number of units, and the Chapmans have done well with the upscale apartment product.

**TOWN OF EAST WINDSOR
PLANNING AND ZONING COMMISSION
Meeting #1608 – March 13, 2012**

7

The Commission continued discussion on the impact of the proposed text amendment on future development, and the Commission's ability under a Special Use Permit to set/maintain design criteria to promote an upscale development.

Chairman Ouellette queried the public for comments again:

Elzear Rodrigue, Wells Road: questioned how many acres were involved with the parcel under consideration for the Chapman Family, and how many units would it produce? Attorney Famiglietti reported 155 developable acres out of a 170 total acre parcel. A total of 620 units could be built.

Mr. Rodrigue felt there will always be something left open with regulations, and someone will contradict a proposal or the regulations. He felt what the Applicant is proposing will be good for the Town in the long run. The Commission could take another year to revise the proposed amendment and have no greater guarantees; look at the Federal Government. What the Applicant is proposing is a fair proposal.

Discussion returned to the private garages again. Commissioner Devaney questioned how many units would be lost if the private garages were mandatory? Town Planner Whitten suggested making the requirement attached garages. Mr. Ussery recalculated, including an Open Space bonus, and determined the number of units would be reduced to 480. He suggested if they returned the criteria to 4 units/developable acre with mandatory garages the Commission wouldn't have to be concerned with Open Space, but, he indicated the parcel being considered has a great opportunity for useable Open Space. Commissioner Gowdy suggested allowing 3 units/developable acre with an attached garage. Discussion continued for some time. Town Planner Whitten noted for the Commission that developments for condominiums, co-ops, and other like usages would also have this same design criteria with regard to density. The Gardner Family indicated they like the attached garages as well.

Selectman Baker, the Commission's liaison to the Board of Selectmen, (43 Spring Street): suggested it's pretty commonly accepted the upscale apartments are a positive product for any community. There is less impervious coverage because of the attached garages, and the garages promote personal safety for people driving into them before entering their unit. There is also less vandalism to vehicles. Selectman Baker felt sentiment in Town has changed; it's been proven the Mansions at Canyon Ridge are not as scary as they were perceived to be.

No one else from the public requested to speak.

Discussion returned to the number of producible units based on the various scenarios – 2 units/developable acre, 3 units/developable acre, 4 units/developable acre including density bonus for open space, and the total number of units produced under the current regulations vs. the proposed text amendment. Discussion determined it was conceivable that some of the scenarios would produce 140 less units than the potential units allowable under the proposed text amendment. Attorney Famiglietti suggested such a reduction in units also equates to a huge reduction in the revenue stream for the Town.

**TOWN OF EAST WINDSOR
PLANNING AND ZONING COMMISSION
Meeting #1608 – March 13, 2012**

8

The Commission decided to keep the Public Hearing open to review material provided this evening, and to provide Town Planner Whitten time to prepare a summarization of the various unit production scenarios. Mr. Ussery suggested he will provide examples of the various scenarios for the Commission's consideration.

Chairman Ouellette queried the public for their last comments this evening.

T. Mark Barbieri, 99 Rye Street: suggested the opportunity for this text amendment is available for implementation; he suggested the Commission shouldn't take too much time to decide. He suggested he understands the Commission's need to step back and consider alternatives but he offered he has seen a multitude of projects fail due to delay.

After conferring with the Commission Chairman Ouellette reported the Public Hearing on the proposed Text Amendment will be continued to the Commission's next Meeting, which will be held on Tuesday, March 27th.

MOTION: To CONTINUE THE PUBLIC HEARING on the Application of Gardner Chapman – Text Amendment to Section 802 *Multi-Family Development District (MFDD)* – Sec. 802.4 *Applicability*; Sec. 802.6 *Types of Permits*; Sec. 802.10 *Minimum Floor Area, Unit Mix, Utilities and Miscellaneous Design Requirements*; and Sec. 802.22 *Change of Zone*. Continued Public Hearing to occur on March 27, 2012, at 7:00 p.m. in the Town Hall Meeting Room, 11 Rye Street, Broad Brook, CT.

Devanney moved/Gowdy seconded/

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

MOTION: TO TAKE A FIVE MINUTE BREAK.

Devanney moved/Gowdy seconded/

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

The Commission RECESSED at 8:38 p.m., and RECONVENED at 8:45 p.m.

OLD BUSINESS: None.

NEW BUSINESS: None.

BUSINESS MEETING/(1) Discussion on Open Space Statute and proposed amendments to ordinance:

Town Planner Whitten summarized the intent of this proposed ordinance change. She noted the current Ordinance doesn't include agriculture as a potential use for Open Space land; the present ordinance also required the recommendation for use was to be made through the Parks and Recreation Commission. The proposed revision includes agriculture use, and removes the Parks and

**TOWN OF EAST WINDSOR
PLANNING AND ZONING COMMISSION
Meeting #1608 – March 13, 2012**

Recreation Commission as the recommending authority. Town Planner Whitten reiterated the ordinance revision is based on the language of the current State Statute, and would now enable the Town to pursue grants for agricultural purposes. Grant submissions often require that a town have an Agricultural Commission to guide land usage. Although East Windsor has a Conservation Commission it does not presently have an Agricultural Commission; such appointment would also be necessary, but is not associated with the ordinance revision.

Commissioner Gowdy continued his discussion from the previous Meeting. Open Space land can be accumulated/acquired either as a specific transfer of land to the Town, or payment of a Fee-In-Lieu of an actual land donation. He feels land acquired through the funds provided by developers in lieu of actual land donation should be available to all residents. He cited concern that land that is segregated specifically for farming uses, or land allocated for use as a hunting area, becomes prohibitive for use by the general public – either for environmental or safety reasons. Town Planner Whitten suggested use of Open Space land is a temporary use; as an example the lease of the Kogut parcel is temporary until there is money available through the Town to develop a municipal campus. Use of Open Space land also promotes preservation of farmland, which would otherwise return to brush if not used consistently. Town Planner Whitten noted preservation of farmland is a recommendation of the POCD.

Discussion continued for some time. Commissioner Gowdy reiterated his concerns/opposition, noting he isn't against farming as his family farmed at one time. Town Planner Whitten reiterated the revision is a language change to be consistent with the State Statutes, and to meet the requirements for grant submission. Discussion continued regarding other possible uses of Open Space land, including land along the Scantic River. Selectman Baker noted there is a desirable parcel in East Windsor that has part of the land in a farming use and part of the parcel backs up to the Scantic River. The ordinance revision just gives the Town more flexibility with regard to use; those types of parcels do exist. He suggested there are a lot of facets to Open Space land; this ordinance just gives the Town another tool with regard to acquisition. Discussion continued regarding the sale of development rights vs. Open Space as vehicles for land preservation. Town Planner Whitten reiterated that the State gives a Town matching funds via a grant; the Town must have funds available to make that monetary match. Those Town funds come from the Fee-In-Lieu payments made by developers. She suggested that before a grant is applied for Staff comes before the PZC for an 8.24 referral to the Board of Selectmen, the Conservation Commission, or depending on the potential use of the land a referral may be made to the American Heritage River Commission or the Parks and Recreation Commission. Then the grant proposal goes before a Town Meeting; that would be the appropriate point for Commissioner Gowdy to address his concerns or objections for purchase of land for agricultural purposes. Selectman Baker concurred.

Town Planner Whitten advised the Commission if the ordinance isn't revised to be consistent with the State Statutes then East Windsor will lose out on the ability to seek grant money. She reported she is asking for the Commission's endorsement for the wording revision of the ordinance as reflected on page 2 of the material submitted to the Commission. Should the Commission approve the revised ordinance it will be referred to the Board of Selectmen. Chairman Ouellette suggested that if the PZC doesn't adopt the revised ordinance it would be limiting the options for purchase of land; Town Planner Whitten concurred. Commissioner Sullivan felt any time the Town has an

**TOWN OF EAST WINDSOR
PLANNING AND ZONING COMMISSION
Meeting #1608 – March 13, 2012**

opportunity to get money from the State we shouldn't pass that up. Commissioner Zhigailo felt that if a piece of land has been connected to agriculture all along, or if it has the potential to be used as a walking trail, it should be considered. Commissioner Gowdy reiterated he isn't against preserving agricultural land; he is opposed to the use of taxpayer money.

Chairman Ouellette queried the Commission for additional comments; no one else offered any discussion.

MOTION: To ENDORSE AND RECOMMEND TO THE BOARD OF SELECTMAN FOR APPROVAL AMENDMENT TO AN ORDINANCE CREATING A CAPITAL NON-RECURRING EXPENSE FUND EXPRESSLY FOR MONIES RECEIVED BY THE PLANNING AND ZONING COMMISSION IN LIEU OF OPEN SPACE DONATIONS FROM DEVELOPERS:

“Be It Enacted:

The Town of East Windsor shall, according to the Provision(s) of Connecticut General Statutes, Chapter 108, Sections 8-25 and 8-25(b) of the Connecticut General Statutes, establish a Capital Non-recurring Expense Fund for the purpose of receiving all monies paid to the Planning and Zoning Commission in lieu of open space donations by developers.

Said funds are to be handled by the Town Treasurer as per Section 7-359 through 7-368, 7-148(c)(2)(k) of the Connecticut General Statutes.

USE OF FUND:

Said funds shall be used for the purpose of preserving open space or acquiring additional land for open space or recreational purposes or agricultural purposes. As recommended by the Park & Recreation Commission, and approved by the Planning & Zoning Commission, Board of Selectmen, Board of Finance and the Town Meeting. Said funds shall not be expended for such purposes without the approval of the Planning and Zoning Commission, Board of Selectmen, Board of Finance, and the Town Meeting.”

DISCUSSION: No additional discussion.

Devanney moved/Sullivan seconded/

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

BUSINESS MEETING/(2) Discussion of 10-year required 2004 Plan of Conservation & Development Update:

Town Planner Whitten indicated she had been swamped with preparation of informational material for the upcoming Town Meeting regarding Phase 2 and Phase 3 of the North Road Sewer Expansion Project and therefore has not been able to work on an update for this Agenda item.

BUSINESS MEETING/(3) Correspondence:

None.

BUSINESS MEETING/(4) Staff Reports:

- Town Planner Whitten advised the Commission AT&T is proposing to make improvements to antennae and/or equipment on 4 cell provider locations – Pond Street, Broad Brook; Prospect Hill Road; South Main Street; and Plantation Road. Town Planner Whitten questioned if the work could be approved via Staff review?

Chairman Ouellette questioned if the other carriers have had an opportunity to weigh in on the proposed changes? Town Planner Whitten suggested the improvements are minor site plan revisions. Discussion followed regarding the process followed for other providers regarding site modifications. The Commission requested the provider come before the Commission with a formal application.

- Town Planner Whitten also advised the Commission Infoshred is proposing to fill in a small island in the parking lot in front of the building to make more parking. People are already parking in the island; it's evident Infoshred could use more parking. Commissioner Sullivan questioned if the catch basin will remain? Town Planner Whitten indicated it will remain but will become another structure so they can drive over it. She noted the revision will be reviewed by Town Engineer Norton, the Wetlands Official, the Zoning Enforcement Official, and the Town Planner.

The Commissioner agreed Infoshred does not need to submit an application for the Commission's review.

- Chairman Ouellette reported he will be away on business for the March 27th Meeting, but will provide Town Planner Whitten with his comments with regard to the Text Amendment.

BUSINESS MEETING/(5) Signing of Mylars/Plans, Motions:

Nothing pending for this evening.

ADJOURNMENT:

MOTION: To ADJOURN this Meeting at 9:20 p.m.

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

Respectfully submitted,

**TOWN OF EAST WINDSOR
PLANNING AND ZONING COMMISSION
Meeting #1608 – March 13, 2012**

Peg Hoffman, Recording Secretary, East Windsor Planning and Zoning Commission
(4619)