

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

REGULAR Meeting #1777 – March 24, 2020

Meeting held via ZOOM Teleconference
Meeting ID: 122 907 746
Town Hall closed to the Public by
Executive Order of First Selectman Bowsza
due to Coronavirus pandemic

MEETING MINUTES

********Minutes are not official until approved at a subsequent meeting********

Chairman Ouellette called the March 24, 2020 Regular Meeting of the East Windsor Planning and Zoning Commission to Order at 6:30 p.m. The Meeting is being held via teleconference due to closure of the Town Hall to the public as the result of the coronavirus epidemic.

PRESENT: **Regular Members:** Joe Ouellette (Chairman), Michael Kowalski, Dick Sullivan, and Jim Thurz.

Alternate Members: Anne Gobin, Frank Gowdy, and Marti Zhigailo.

ABSENT: **Regular Members:** Tim Moore.

Alternate Members: All Alternate Members were present for the call.

Also present was Town Planner Ruben Flores-Marzan.

GUESTS: First Selectman Bowsza, hosting the meeting; Selectman Alan Baker, Board of Selectman Liaison to the Planning and Zoning Commission; Jay Ussery, of J. R. Russo & Associates, representing Gema Guanco; **LADA, P.C., Land Planners:** Terri Hahn.

Public: One resident was in attendance during the conference call but chose not to identify themselves.

ESTABLISHMENT OF QUORUM:

A quorum was established as four Regular Members were present at the Call to Order. Chairman Ouellette noted all Regular Members would sit in, and vote, on all Items of Business this evening. Following in accordance with the service rotation schedule

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Chairman Ouellette requested Alternate Member Gobin to 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 March 12, 2020 and March 19, 2020, was read by Chairman Ouellette:

1. **PZ-2020-03** Zone Change Application from Gema Guanaco, 143 Bridge Street, for a zone change from R-2 to B-2 (residential to business), MBL: 111-12-013.

ADDED AGENDA ITEMS: None.

PUBLIC PARTICIPATION:

Chairman Ouellette acknowledged that a resident had signed into the teleconference, but had not identified themselves. Chairman Ouellette asked if the resident would like to comment on items/issues not posted on the Agenda. The resident chose not to participate in public participation.

APPROVAL OF MINUTES/March 10, 2020:

MOTION: To APPROVE the Minutes of Regular Meeting #1776 of the Planning and Zoning Commission dated March 10, 2020 as written.

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

VOTE:
In Favor: Ouellette/Kowalski/Sullivan/Thurz
Opposed: No one
Abstained: Gobin

RECEIPT OF APPLICATIONS:

No new applications presented for acceptance this evening.

PERFORMANCE BONDS – ACTIONS; PERMIT EXTENSIONS; ROAD ACCEPTANCE

No requests presented under this Item of Business this evening.

CONTINUED PUBLIC HEARINGS: None.

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NEW PUBLIC HEARINGS/A. Zone Change Application (PZ-2020-03) – Gema Guanco, 143 Bridge Street, for a zone change from R-2 to B-2 (residential to business), MBL: 111-12-013. (65 days: May 14, 2020 deadline for decision):

Chairman Ouellette read the description of this item of business. Jay Ussery, of J. R. Russo & Associates, joined the teleconference.

Mr. Russo reported he is representing Gema Guanco regarding this request for a Zone Change. He noted Gema and her husband are both retired doctors; they are presently in the Philippines doing some work.

Mr. Russo identified the parcel as being located on the south side of Bridge Street across from The Children's Place. The parcel contains approximately 0.40 acres; Mr. Ussery reported it's been zoned as a residential parcel since the dwelling was built. Dr. Guanco purchased the property and ran her office from this location. She would like to either rent, or sell, the parcel, and feels a commercial zone would be a more appropriate use of the parcel.

Mr. Russo reported they reviewed the POCD (Plan of Conservation and Development), and found that it talks about this area being a part of the Warehouse Point Village District; he noted Mrs. Hahn will be continuing discussion on the Warehouse Point Study later in this meeting. Discussions have included the recommendation that this area be considered for mixed use/commercial, with commercial or retail on the first floor, and residential on the second floor, or in the rear. Mr. Russo noted that in reviewing the Zoning Regulations for the B-1 and B-2 Zones both would allow for various mixed uses.

Mr. Russo noted that in 2007 the Commission approved a Zone Change for the parcel to the west of this parcel to allow a big box commercial warehouse – which was rumored to be Lowe's; applications for the parcel were approved by the Inland Wetlands Commission at that time as well. In 2008 Lowe's pulled out of the agreement. That parcel contains 30 to 35 acres of B-2 land.

Mr. Russo reported that he feels this request fits the intention of the POCD for this area. He noted that when the notices were sent out to the abutters they received a communication from one of the abutters who may be interested in this parcel to put together with other properties.

Chairman Ouellette asked the Commissioners to offer comments.

Commissioner Sullivan felt the request did fit the intent of the POCD. Referencing the existing Zoning Map, Commissioner Sullivan noted the area currently contains 3 or 4

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different zones within a small area. Commissioner Sullivan felt it made sense to reduce the zones down to 1 or 2 options.

Commissioner Thurz indicated he was good with the presentation.

Commissioner Gowdy agreed the request was consistent with the intent of the POCD.

Commissioner Kowalski felt this parcel came before the Commission a year or so ago for someone to put in a massage studio; the Commission questioned that use in the residential zone. Commissioner Kowalski thought he recalled approval of that use without a zone change. Chairman Ouellette indicated that since that use wasn't initiated, and construction not begun for that use within the year then the approval lapsed.

Commissioner Kowalski questioned if approval of this Zone Change would conflict in any way with the work Mrs. Hahn is doing with regard to the Warehouse Point Village Study? Chairman Ouellette asked Town Planner Flores-Marzan for comments. Town Planner Flores-Marzan felt the proposed zone change makes sense, both under the recommendations of the POCD and what's happening on the ground. He suggested there's a lot of buzz in the air on how to repurpose these parcels. Town Planner Flores-Marzan suggested as a Planner, this is a no brainer; he suggested his memo speaks for itself.

Chairman Ouellette felt Commissioner Kowalski's question was if this request is complimentary with Mrs. Hahn's work on the Warehouse Point Village Study? Commissioner Kowalski concurred; he indicated he didn't want this request to be counterproductive with Mrs. Hahn's study. Commissioner Kowalski felt it appears rezoning this area will be a lot by lot process; he questioned if there is a more direct approach?

Town Planner Flores-Marzan suggested the Town could take the initiative with the property owners and develop a master plan, although he felt that might be outside the scope of the work agreed to with Mrs. Hahn. Town Planner Flores-Marzan suggested the property owners could be involved so they're part of what's going on.

Commissioner Gobin felt that this follows where the Commission was heading during their discussions with Mrs. Hahn. Mrs. Hahn had developed a good blend of ideas for the area with a complimentary design concept. With this being done as one parcel it means the Commission should adopt Mrs. Hahn's vision that develops a neighborhood, rather than changing the area parcel by parcel.

Commissioner Zhigailo indicated she was in agreement with the comments made by the other Commissioners.

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Chairman Ouellette indicated he had no comments.

Chairman Ouellette noted the application has come through as a Public Hearing; he asked if the member of the public signed in to the teleconference wanted to make any comments. The resident chose not to participate in the public participation regarding this application.

Chairman Ouellette questioned if Mr. Ussery had any closing comments? Mr. Ussery noted he agrees the request is consistent with the POCD, and the work the Commission has been doing on the Warehouse Point Village Study. He agreed changing the zones to commercial zones will bring the area into the village concept, and encourage the walkability within the village. Mr. Ussery felt it appears the parcels located within this area are already heading towards commercial uses. He noted the infrastructure – water, sewer, utilities – already exist in the area to make this workable. Mr. Ussery felt the application request made a lot of sense.

Commissioner Gowdy questioned if a property owner didn't want to change his residential use within this area, how would these zone changes affect that property owner? Chairman Ouellette indicated any property owner can retain his residential use, even as the parcels around him are rezoned commercial. The resident attending the meeting has this information available to him; he may not want to speak during the meeting. Commissioner Sullivan requested clarification that changing this residential property to a B-1 or B-2 doesn't preclude the other property owners from having a residential use. Town Planner Flores-Marzan replied affirmatively. Commissioner Gowdy indicated that was his concern, but he felt that having the parcels rezoned commercial is a benefit to the property owners living in the residential properties. He felt it makes the parcels more valuable.

Chairman Ouellette queried the Commissioners for additional comments; the Commissioners indicated they had nothing further to discuss.

Chairman Ouellette noted the Commission was considering closing the Public Hearing; he questioned if the resident signed in to the teleconference had any comments. The resident chose not to respond.

Chairman Ouellette queried the Commission regarding their intent on this application.

MOTION: To CLOSE the Public Hearing on the Zone Change Application (PZ-2020-03) – Gema Guanco, 143 Bridge Street, for a zone change from R-2 to B-2 (residential to business), MBL: 111-12-013.

Kowalski moved/Gobin seconded/DISCUSSION: None

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**VOTE: In Favor: Unanimous (Ouellette/Kowalski/Sullivan/Thurz/Gobin)
(No one opposed/No abstentions)**

MOTION TO APPROVE APPLICATION: Zone Change Map Amendment (PZ-2020-03). Applicant: Gema Guanaco, MD, 143 Bridge Street, for a zone change map amendment from Residential 2 (R-2) to Business 2 (B-2) zoning district (Map 111, Block 12, Lot 013)

Map(s) Reference: 143 Bridge Street (Map 111, Block 12, Lot 013) Zone Change Map R-2 Zone to B-2 Zone, prepared for Gema Guanaco, MD. Prepared by JR Russo & Associates, LLC. 1 Shoham Road, East Windsor CT 06088, (860) 623-0569, www.jrusso.com, info@jrusso.com. Scale 1"=100', dated 1/28/2020. Sheet 1 of 1.

Conditions:

1. This approval does not constitute approval of a site development plan or permit for any construction or use on the subject parcel.
2. Two mylar copies of the approved zone change map must be delivered to the Planning & Development Department to be signed by the Chairman and Secretary of the Planning and Zoning Commission, one shall be returned to the applicant for recording on the Town of East Windsor Land Records. One shall be placed on file in the Planning and Development Department.
3. A copy of this motion shall be recorded on the Town of East Windsor Land Records.

Sullivan moved/Kowalski seconded/DISCUSSION: None

**VOTE: In Favor: Unanimous (Ouellette/Kowalski/Sullivan/Thurz/Gobin)
(No one opposed/No abstentions)**

NEW BUSINESS: None.

OLD BUSINESS/A. Site visits:

Town Planner Flores-Marzan reported they generally go out every week reviewing the outstanding complaints. As he's currently the only person in the office it's difficult getting everything down. Town Planner Flores-Marzan reported they currently have six complaints in various stages of resolution.

- **47 Church Street** – ongoing
- **64 Main Street** – new complaint; the property owner has refused to remove the dilapidated vehicle.
- **277 North Road** – trailers behind a multi-family dwelling
- **12 Griffin Road** – site work performed without zoning permit; Cease & Desist to be issued.
- **9 Rockville Road** – discarded furniture, no response from owner.

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Town Planner Flores-Marzan reported they had planned to inspect Crossroads Community Cathedral but will delay that until after the virus issues.

Town Planner Flores-Marzan advised the Commission the office continues to monitor the following issues:

- **Meadow Farms** – see comments below.
- **West River Farms** – some of the erosion issues are in the area in South Windsor. Staff from South Windsor has inspected their area and found the drainage controls are working adequately; they had contacted the developer to install better erosion controls. The developer has contacted the Planning Office requesting a site inspection; that will be delayed as the inspection would have involved several individuals.
- **85 and 87 Reservoir Avenue** – the developer is applying for zoning permits for work initiated previously.

Commissioner Gowdy questioned the status of the illegal auto repairs being done in a residential zone at **32 Harrington Road**. He noted he drove by today and found at least 7 cars in the yard. Town Planner Flores-Marzan suggested this is a difficult issue; the Town has an ordinance for blighted vehicles but it doesn't really address illegal auto repairs. Commissioner Gowdy didn't see this as an ordinance issue; he felt it's a zoning issue. Town Planner Flores-Marzan suggested it's difficult to prove the property owner is running an illegal business. Commissioner Kowalski suggested just because the vehicles are in the yard it's difficult to prove he's running a business; he questioned if the property owner is a car enthusiast? Discussion continued; Commissioner Gowdy indicated this has been going on for several years. He's aware of people who have had their cars repaired at this location who have been charged for services. He noted it's frustrating being a member of the PZC and not being able to resolve this issue.

OLD BUSINESS/B. Meadow Farms:

Town Planner Flores-Marzan reported Town Engineer Norton has provided the Commission with a memo summarizing his comments related to the proposals made by contractors for the outstanding work at Meadow Farms. Proposals have been provided by Cota Construction, and Galasso. Town Planner Flores-Marzan reported this memo will be sent to Mr. Ziegler.

Board of Selectman liaison Selectman Baker noted that Mr. Ziegler has until early April to respond to Town Planner Flores-Marzan's communication, and do the outstanding work. The memo from Town Engineer Norton sets out the work that needs to be done. If Mr. Ziegler fails to do the work then the Town is prepared to pull his bond and move forward with the work itself.

OLD BUSINESS/C. Continued discussion regarding Warehouse Point Planning Study to include Terri Hahn of LADA, P. C., Land Planner:

Terri Hahn, of LADA, P.C., Land Planners, joined the Commission via teleconference. Mrs. Hahn had provided the Planning Office several site plans which have been updated to reflect prior discussion regarding the Warehouse Master Plan and future development of the Warehouse Point Village. Mrs. Hahn reviewed the plans as follows:

Warehouse Point – Content (Site Plan 1 – provided 3/24/2020): Mrs. Hahn indicated this is a new plan which now includes location of the Blue Ditch.

Amenities and Development Opportunities (Site Plan 2 – provided 3/24/2020): This plan represents Phase I - why is the Commission undergoing this study. Mrs. Hahn suggested the Warehouse Point area is the pinch point between Windsor locks and the casino; what type of development does the Commission want to see in this area? The existing lots are small, and non-conforming to existing zoning developments standards, which makes future development difficult. Commercial development has been in limbo for some time.

Existing Conditions – (Site Plan 3 – provided 3/24/2020): Mrs. Hahn indicated this is a new map, which includes photos of current/existing architecture in the Warehouse Point Village. Mrs. Hahn felt this plan would be beneficial during the public workshop, as the buildings would be familiar to the audience and encourage discussion. Chairman Ouellette questioned if it would be beneficial to date the year the photos were taken, as that would be the date of the existing conditions? Mrs. Hahn indicated the photo of Maine Fish was taken in 2016, those along the river were taken in 2018 and 2019. She suggested not much has changed from that time to the present. Mrs. Hahn suggested the Existing Conditions Map is 2019, which would be the reference point; the effective date of the regulations would be the starting point. She noted the Commission's earlier rezone approval of 143 Bridge Street followed discussion of expansion and repurposing other properties in the same area.

Commissioner Sullivan felt the photos were very informative, and would give the public identification of the areas as the workshop progresses.

2019-2020 Concerns and Opportunities (Site Plan 4 – provided 3/24/2020): Mrs. Hahn indicated this is a graphic of the discussions the Commission has been having over the past several months. Chairman Ouellette questioned the significance of the text in white print. Mrs. Hahn noted that the Commission had discussed who owned the properties on both sides of South Water Street. Most of the homes are located on the east side, while other land exists on the west side; the Commission had questioned if the land on the west was a projection of the properties on the east side, or if it was owned by other

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people? The Commission had been considering the ability to purchase the properties on the west side of South Water Street to reduce property loss.

Commissioner Kowalski questioned if the properties are owned by different people? Mrs. Hahn noted the Town owns the land at the intersection of Bridge Street and South Water Street; the State owns 2 parcels, and then parcels are owned by individuals. Commissioner Kowalski questioned if the State owns any land on the east side; Mrs. Hahn replied negatively.

Locally Identified Historic Resources (Site Plan 5 – provided 3/24/2020): Mrs. Hahn recalled the Commission was interested in inventorying how many historic properties are located within the 100 year flood plain. She noted that under current regulations homes which are damaged by a specific percentage must be brought up to current code when rebuilding. However, if a property has been identified as an historic property under the National Register the regulations allow for historic preservation. Mrs. Hahn noted the only historic building currently listed on the National Register is the church building; other owners of historic buildings have not gone through the process of identification and registration on the National Register.

Commissioner Sullivan questioned if that would be the responsibility of the homeowner? Mrs. Hahn indicated the Town could do it through the Town's Historic Preservation Commission. Grants are also available through other entities, such as Eversource. Money is available through the Historic Trust. Even a group of dedicated volunteers could assist property owners. Chairman Ouellette questioned how many properties are listed on the National Register? Mrs. Hahn suggested maybe a couple of properties in Scantic, and maybe some in Broad Brook. She noted an inventory prepared in the 1980s is 23 pages long, but actual research has been done on only a handful. Commissioner Gowdy noted a Historic District was established in Melrose. Mrs. Hahn suggested that could be done in Warehouse Point; she suggested it seems to be the most successful if undertaken by a small group of dedicated volunteers who see the value in the project.

Existing Impervious Coverage by Watershed (Site Plan 6 – provided 3/24/2020): Mrs. Hahn indicated this site plan represents the Commission's review of the effect of the amount of impervious coverage on stormwater flow. She noted the areas along the Blue Ditch are critical areas where they are using the stormwater modeling to try to translate the cubic feet per second into a height of water going through those areas during a peak time.

Existing Zoning and Impervious Surface Cover by Zones (Site Plan 7 – provided 3/24/2020): Mrs. Hahn noted the allowable amount of impervious in various zones within the Warehouse Point Village area. She suggested it's difficult to find a workable amount of impervious coverage as the existing conditions don't match the allowed zones.

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Future Use and Density Plan (Site Plan 8 – provided 3/24/2020): Mrs. Hahn noted she has added the HIFZ (Highway Interchange Floating Zone) and the highway cloverleaf to this plan. This is an area the Commission was considering what they would like to see for future development, and how their choices would translate to future zoning regulations. Mrs. Hahn noted she has separated out the Sports Dome parcel on this map as a potential Warehouse Point Commercial Recreation area.

Chairman Ouellette questioned how the land highlighted in green is accessed? Mrs. Hahn noted it's accessed by a cul-de-sac, which is a Town road; it's the only public access unless something happens to the interchange. Chairman Ouellette questioned the acreage within the green area? Mrs. Hahn suggested maybe 40 to 50 acres; she indicated it contains about the same amount of property as the parcel approved for the big box project which contained 3 or 4 parcels. Mrs. Hahn noted that this green area was approved as a subdivision, perhaps in conjunction with the approval of the Sports Dome; prior to that it was laid out as an office park proposal.

Commissioner Kowalski questioned if any of the parcels within the green area are landlocked? Mrs. Hahn indicated she hadn't done any title searches, but she felt there was a parcel on the boundary of the green parcel and the yellow parcel to the north which was landlocked. Discussion continued regarding ownership of the parcel. Mrs. Hahn noted the area contains wetlands; the wetlands from the old Walmart property runs into the area; she noted the edge of the parcel is very wet.

Discussion continued regarding the Commission's vision for future development within the green highlighted area. Commissioner Kowalski felt development potential was limited by the wetlands; he felt future use would be passive recreation. Mrs. Hahn noted there is sewer and water available at the street. Commissioner Kowalski noted the area also abuts several residential parcels. Mrs. Hahn suggested the Commission could include screening as a condition of future regulations. Chairman Ouellette questioned if it would be unrealistic to expand the yellow highlighted area further south into the green area? Mrs. Hahn noted the wetlands extends into the green area; while it's not the same as the Blue Ditch it's actually a drainage area which takes water from I-91 and conveys it to the river.

Commissioner Sullivan questioned if that water ends up in the Blue Ditch? Mrs. Hahn replied affirmatively. Commissioner Sullivan felt the question was how much more water the Blue Ditch can handle? Mrs. Hahn noted they are still considering that question.

Commissioner Kowalski questioned if, within the HIFZ within the Warehouse Point Village area, would you mirror the allowable uses along Route 5? Mrs. Hahn indicated

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she currently mirrored the current HIFZ uses, which are gas stations, hotels, office parks. Commissioner Kowalski felt the uses on both sides of the highway should be the same. Chairman Ouellette questioned if Mrs. Hahn has included restaurants in her proposal similar to those on Route 5? Mrs. Hahn indicated she envisions the restaurants to be located further down Bridge Street and to be focused more on other things – like the walkability and the foot traffic. She felt the fast food restaurants were a better fit on Route 5. Discussion continued regarding the feasibility of a fast food restaurant such as McDonald's on the other side of the interchange as people leave I-91 at Exit 45. The Commission wanted to consider that discussion to a future meeting.

Proposed Zoning Map (Site Plan 9 – provided 3/24/2020): Mrs. Hahn suggested this Site Plan doesn't include the cloverleaf. She questioned if this configuration makes sense to the Commission. She's maintained the "farmhouses" as the architectural gateway to the Village area, and made the back land more intense development. Chairman Ouellette questioned if, based on the illustration of the property lines, it was feasible to include buffers between the residential and commercial uses? Mrs. Hahn suggested the commercial uses seem to be already somewhat defined, and aren't intruding into the residential areas. Chairman Ouellette questioned what was the yellow highlighted parcel further up on Bridge Street? Mrs. Hahn suggested that was the State parcel – The Children's Place.

Commissioner Kowalski questioned if Mrs. Hahn was proposing the continuance of the existing farmhouses, with commercial uses behind them? Mrs. Hahn suggested the properties near 143 Bridge Street are ripe for mixed use development on a parcel by parcel basis.

Selectman Baker advised the Commission and Mrs. Hahn that First Selectman Bowsza, who is hosting the meeting, had to leave the congregation and was no longer able to record the meeting. Discussion followed regarding seeking Mrs. Hahn's permission to continue recording the meeting; Mrs. Hahn agreed, and became the person recording the meeting.

Chairman Ouellette noted the Commission was discussing **OLD BUSINESS/C.**
Continued discussion regarding Warehouse Point Planning Study to include Terri Hahn of LADA, P. C., Land Planner.

Continuing discussion, the Commission requested Mrs. Hahn to add the cloverleaf to an update of this plan. Discussion continued regarding the State's intent for any potential redesign of the cloverleaf.

New Pedestrian and Bike Lane Master Plan: Mrs. Hahn indicated this plan would extend the sidewalk under the I-91 overpass crossing Bridge Street (at exit 45); she noted the Commission had discussed extending the sidewalk up the road to Route 5. Mrs. Hahn indicated she's showing a dedicated bike path across the bridge to Windsor Locks, and going to North and South Water Street. Commissioner Thurz questioned that the area was wide enough to accommodate both the bike path and the sidewalk but felt people would want to walk up to the casino. Commissioner Gobin liked the bike lane proposed along the river; she would like to see Enfield pick up the bike lane on North Water Street and continue it up into Enfield. Commissioner Gobin felt the area going up the hill on Bridge Street under the underpass is too narrow to accommodate the bikes and pedestrians.

Commissioner Gobin questioned if the area along South Water Street proposed for the bike path was wide enough to accommodate bikes and pedestrians? Mrs. Hahn suggested if there were no houses located on the river side there would be a minimal amount of area for expansion to accommodate the lane. She noted the houses are primarily on the east side of South Water Street; if the Commission adopted the elevated building plan there would be room for the bike and lane on that side.

Existing Zoning Impervious Coverage (Site Plan 11 – provided 3/24/2020): Mrs. Hahn reported she continues to look at the stormwater modeling plans to see what happens if the existing zoning goes in.

(Reduced) Impervious Coverage (Site Plan 11-A – provided 3/24/2020): Mrs. Hahn reported this was an exercise to see how reducing the amount of allowable impervious coverage would reduce the peak rate of run off. Mrs. Hahn reported this plan, and Option 1, and Option 2, didn't result in the improvements anticipated. These exercises also were not consistent with the purpose of the study, which is to encourage development.

Bridge Street redesign – Site Plan 12 - (new site plans/sketches presented this evening): Mrs. Hahn suggested the question was what to do to make Bridge Street more attractive while development occurs? She suggested these new sketches show a dedicated bike lane coming across the bridge from Windsor Locks; the bike lane would be next to the existing sidewalk on the bridge. She would be adding a concrete barrier along the bike lane, and directing the bike lane down South Water Street. Option 12-A, shows the elevated buildings along South Water Street, with driveways and/or parking either on the side or under the dwelling; the dwellings have been pushed back to allow for the addition of sidewalks. Discussion continued regarding the available space to provide the bike and/or pedestrian lane. Mrs. Hahn reported the State is no longer considering installing the round-about. Mrs. Hahn reported she's still working on site plans to support these sketches; she hopes to have them available for the next meeting.

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Chairman Ouellette noted Mrs. Hahn had mentioned her intention to make a presentation to the Board of Selectman; he questioned if that was still her intention under the current conditions? Chairman Ouellette also noted Mrs. Hahn's intention for a public workshop associated with this Commission. Mrs. Hahn indicated she intends to make both of those presentations; she's questioning the format at this time.

Town Planner Flores-Marzan noted Mrs. Hahn has been a wonderful partner on this project; they're comfortable working together and taking the project through to the end. Commissioner Sullivan questioned if perhaps the photos of the various buildings in the area shown on the Existing Conditions Plan could be enlarged and posted in shops within the village area? Town Planner Flores-Marzan suggested the photos could be posted on the Town's website as well.

OTHER BUSINESS: None.

CORRESPONDENCE/A. Connecticut Federation of Planning and Zoning Agencies (CFZPA) – Letter dated March 1, 2020 regarding CFPZA Annual Conference:

Town Planner Flores-Marzan reported the CFPZA Conference, which had been scheduled for March 26, 2020, has been postponed due to the Executive Order prohibiting assemblies of more than 100 people. At this point the conference has been postponed to April 30th

BUSINESS MEETING/A. General Zoning Issues: Nothing presented.

BUSINESS MEETING/B. Signing of Mylars/Plans, Motions:

Chairman Ouellette noted he had received, and signed, the motion for the approval of the Connecticut Water Company application, and has mailed it to Commissioner Sullivan. Commissioner Sullivan noted he received it today; he indicated he'd put it in the mail tomorrow. Town Planner Flores-Marzan suggested he could put it in the drop-box outside the Town Hall front door.

ADJOURNMENT:

MOTION: To ADJOURN this Meeting at 8:49 p.m.

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

Respectfully submitted,

Peg Hoffman, Recording Secretary, East Windsor Planning and Zoning Commission