

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

**REGULAR Meeting #1814
November 9, 2021
In-person meeting**

AND

**Meeting also held via ZOOM Teleconference
Meeting ID: 714 897 1799**

MEETING MINUTES

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

I. TIME AND PLACE OF MEETING:

Chairman Gobin called Regular Meeting #1814 of the East Windsor Planning and Zoning Commission dated November 9, 2021 to Order at 6:30 p.m. The Meeting is being held in-person in the John Daly, Jr. Meeting Room, Town Hall, 11 Rye Sreet, Broad brook, CT., and via telconference as well..

PRESENT: **Regular Members:** Anne Gobin (Chairman), Frank Gowdy, Michael Kowalski (Vice Chairman), Joseph Sauerhoefer, and Jim Thurz (Secretary).

Alternate Members: David Leason. There are presently two vacancies for Alternate members.

ABSENT: No one; all Regular and Alternate Members were present in person.

Also present was Planning Consultant Michael D'Amato.

GUESTS/SPEAKERS present in person: Planning Consultant D'Amato hosted the meeting There were no members of the public present in person.

Public signed in remotely (as identified in the Meeting participation list):
Director of Planning and Development/Town Planner Calabrese, iphone 13, Greyson.

II. ESTABLISHMENT OF QUORUM:

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A quorum was established as five Regular Members and one Alternate Member was present at the Call to Order

III. ADDED AGENDA ITEMS:

Chairman Gobin noted receipt of a new application for 18 Craftsman Road/Site Plan Modification, which will be acknowledged under **RECEIPT OF APPLICATIONS.**

IV. LEGAL NOTICE: None.

V. PUBLIC PARTICIPATION:

No one was present in person to comment. Chairman Gobin asked if any of the remote participants would like to comment; no one requested to speak.

VI. APPROVAL OF MINUTES/A. October 26, 2021:

Chairman Gobin asked if anyone had an edits to the Minutes for the Planning and Zoning Commission Meeting #1813 dated October 26, 2021; no one suggested any revisions.

MOTION: To APPROVE the Minutes of Regular Meeting #1813 dated October 26, 2021 as presented.

Kowalski moved/Thurz seconded/DISCUSSION: None.

VOTE: In Favor: Gobin/Kowalski/Sauerhoefer/Thurz

Opposed: No one

Abstained: Gowdy (not present)

VII. RECEIPT OF APPLICATIONS:

Chairman Gobin noted receipt of Application #PZ-2021-27 for 18 Craftsman Road/Wharton Equity Partners. Site Plan Modification for reconfiguration of west side drive and parking area and repave, add loading dock doors to west side of building. Town Planner Calabrese reported the application will be on the Agenda for the next meeting..

VIII. PERFORMANCE BONDS – ACTIONS; PERMIT EXTENSIONS; ROAD ACCEPTANCE:

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No requests presented under this Item of Business this evening.

IX. CONTINUED PUBLIC HEARINGS: None.

X. NEW PUBLIC HEARINGS: None

XI. OLD BUSINESS: None.

XII. NEW BUSINESS: None.

XIII. OTHER BUSINESS:

Chairman Gobin advised the Commission she would chair the next meeting remotely as she is traveling for the holiday.

XIV. CORRESPONDENCE: None.

XV. BUSINESS MEETING:

A. Review of Draft Planned Commercial Development District Regulations:

Planning Consultant D’Amato presented the Commission with a Staff memo regarding the draft regulations to create a floating zone to encourage/promote a simplified development process. Planning Consultant D’Amato indicated he has submitted to the Commission a first draft of regulations which have been developed from prior discussions regarding promotion of targeted developable sites.

Planning Consultant D’Amato suggested the regulations, to be known as Section 817 – Planned Commercial Development District (PCD) - would allow the submission of a concept plan to show potential uses of a targeted development parcel. The intent would be to simplify the review process and promote quicker development of a specific site.

Planning Consultant D’Amato noted the process would begin with the applicant submitting a Zone Change Application to “land” the PCD Zone. The applicant would then present a Concept Plan reflecting development criteria, such as the size of a potential building and potential uses of a site. Upon approval of the Concept Plan a property owner can then seek

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tenants. Ultimately, the property owner would return to the Commission with a full blown engineered plan for development of a targeted parcel.

Chairman Gobin opened Commission discussion by asking why the number of locations had been limited? She indicated she could envision someone on the Route 5 Corridor maybe wanting to turn a property into something different. She also noted the significant amount of undeveloped land along Route 140. Chairman Gobin indicated she could see the benefit of the pedestrian access in the Warehouse Point Village.

Commissioner Gowdy questioned that the proposed parcels would be potentially 4 acres or more? He questioned if we have that many parcels of that size? Planning Consultant D'Amato replied there are several parcels in excess of 10 acres.

Commissioner Thurz suggested people will say the Commission is promoting spot zoning. Planning Consultant D'Amato felt to support that argument someone would have to demonstrate that the proposal doesn't fit the recommendations of the POCD.

Commissioner Kowalski questioned if all the criteria are amenable to the owners? He noted a maximum height requirement of 48 feet for building height. Planning Consultant D'Amato suggested the Regulations would be setting maximum requirements; if they couldn't meet the 48 foot building height requirement then someone couldn't build.

Commissioner Kowalski questioned the requirement that retail couldn't exceed 30,000 square feet? Planning Consultant D'Amato suggested that requirement was already part of the current Regulations.

Commissioner Gowdy referenced allowing 5% increase in building size if the developer is not dependent on non-renewal energy resources. Planning Consultant D'Amato suggested that would kick in the Concept Plan has been approved.

Chairman Gobin questioned why the requirement to maintain the existing topography? She noted the parcel previously approved for a Lowe's contains significant slopes. Planning Consultant D'Amato indicated the intent was that the developer not come in and scrape a site clean; he wanted the developer to maintain mature trees and such.

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Town Planner Calabrese asked if Planning Consultant D’Amato knew anything about the Ferry Park Development Plans for Rocky Hill. She thought perhaps it was approved via a floating zone.”

Chairman Gobin suggested the Commission may want to include some solar panels on some buildings. She also questioned if a parcel were developed as a residential property would the criteria include EV charging stations?

Planning Consultant D’Amato explained the review process, noting that most Commissions hold the Public Hearing portion of the Special Development District at the end of the process. He cited examples of Special Development Districts in Bloomfield behind the Town Hall, and in East Hartford at the site of the previous Showcase Cinemas.

Planning Consultant D’Amato indicated he’ll take the Commissioners comments into consideration and provide an update at a future meeting.

B. Review of Planning Priorities:

Planning Consultant D’Amato suggested this was a carry-over item left on the Agenda from a previous meeting.

Town Planner Calabrese reported the Public Hearing on the cannabis regulations will be held on December 14, 2021.

C. Review of Term Definitions Proposed to be added to Zoning Regulations:

Planning Consultant D’Amato noted that many terms aren’t defined in the Regulations, which has become problematic. He gave as an example light vs. heavy manufacturing, adult oriented establishments, and automotive vs. retail. He plans to provide a list of terms and their definitions based on definitions cited in the American Planning Association Planner’s Dictionary.

XVI. EXECUTIVE SESSION: None.

XVII. ADJOURNMENT:

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MOTION: To ADJOURN this Meeting at 7:05 p.m.

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

Respectfully submitted,

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

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