

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

**REGULAR Meeting #1837  
October 25, 2022**

***THIS MEETING IS BEING HELD IN-PERSON  
In the John Daly, Jr. Meeting Room,  
Town Hall, 11 Rye Street, Broad Brook, CT 06016  
AND  
VIA REMOTE ACCESS  
via ZOOM Teleconference  
Meeting ID: 714 897 1799***

**SCHEDULE OF MOTIONS**

**I. TIME AND PHYSICAL PLACE OF MEETING:**

Chairman Gobin called Regular Meeting #1837 of the East Windsor Planning and Zoning Commission dated October 25, 2022 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), Michael Kowalski (Vice Chairman), David Leason, Joseph Sauerhoefer, and Jim Thurz (Secretary).

**Alternate Members:** Frank Gowdy. There are presently two vacancies for Alternate members..

**ABSENT:** No one; all Regular and Alternate Members present.

Director of Planning and Development/Town Planner Calabrese hosted the Planning and Zoning Commission Meeting. Also present in person was Planning Consultant D'Amato.

**GUESTS/SPEAKERS present remotely identified as they sign in:** Heidi Alexander; and Peg Hoffman, Recording Secretary.

**II. ESTABLISHMENT OF QUORUM:**

A quorum was established as five Regular Members and one Alternate Member were present in person at the Call to Order. Chairman Gobin noted all Regular

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Members will participate in votes made this evening, while Alternate Gowdy may participate in discussions.

**VI. APPROVAL OF MINUTES:**

**a. October 11, 2022 – Regular Meeting of PZC:**

**MOTION: To APPROVE the Regular Meeting #1836 held on October 11, 2022 as presented.**

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

**VOTE In Favor: Gobin/Kowalski/Leason/  
Sauerhoefer/Thurz  
(No one opposed/No Abstentions)**

**IX. CONTINUED PUBLIC HEARINGS:**

**a. PZ-2022-19 297 North Road – Special Use Permit Renewal for Soil Management Facility – Applicant: North Road Materials LLC:**

**MOTION: To CONTINUE the Public Hearing on application PZ-2022-19 for 297 North Road for a Special Use Permit Renewal for Soil Management Facility, the applicant is North Road Materials LLC., Public Hearing continued until the Commission's next meeting scheduled for November 8, 2022.**

**Kowalski moved/Thurz seconded/DISCUSSION: Chairman Gobin indicated she didn't see any harm extending the Public Hearing but felt it may be delaying a resolution.**

**VOTE: In Favor: Kowalski/Leason/Sauerhoefer/Thurz  
Opposed: Gobin  
Abstained: No one**

**b. PZ-2022-23 14 North Road – Special Use Permit for a Site Plan Modification. Applicant: Don's Auto Care Center/Don Walker:**

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**MOTION: To CLOSE THE PUBLIC HEARING on application PZ-2022-23 for 14 North Road for a Special Use Permit for a Site Plan Modification, applicant is Don's Auto Care Center/Don Walker.**

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

**VOTE: In Favor: Gobin/Kowalski/Leason/  
Sauerhoefer/Thurz  
(No one opposed/No abstentions)**

MOTION TO grant a fifty percent (50%) reduction to the front and side yard setbacks for application #PZ 2022-23 for the installation of a solar canopy as allowed by Section 601.8 c of the East Windsor Zoning Regulations.

Finding:

1. The proposed location will not disrupt on-site traffic circulation.
2. Any increased drainage or runoff generated by the proposed canopy will not discharge toward adjacent property lines.
3. The canopy design and proposed location will not create glare to adjacent properties.
4. The purpose of the proposed canopy, as supported by the submitted application materials is to reduce the overall dependency of the building or tenant on traditional energy systems.

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

**VOTE: In Favor; Gobin/Kowalski/Leason/Sauerhoefer/Thurz  
(No one opposed/No abstentions)**

**MOTION TO APPROVE: #PZ 2022-23\_ Site Plan Modification & Special Use Permit 14 North Road\_ Don's Auto Care Center; Owner: 14 North Road Realty, LLC/ Applicant: Don Walker. This approval is granted subject to the conformance with referenced plans (as may be modified by the Commission and this approval) and the following conditions/modifications.**

This approval is granted subject to the conformance with the plan set entitled: Site Plan Property of 14 North Road Realty, LLC, 14 North Road, East Windsor, Connecticut; Map 112- Block 17- Lot 002A; Zone M-1; Sheet 1 of 1, Dated: 9-7-22.

**Conditions which must be met prior to the signing of final plan set:**

1. A copy of the final approved plans with any necessary revisions shall be submitted to the Planning & Development Office for review and comment.

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2. A copy of this approval motion has been incorporated into a final plan.
3. All final plans submitted for signature shall require the seal and live signature of the appropriate professional(s) responsible for the preparation of the plans.
4. The conditions of this approval shall be binding upon the applicant, landowners, and their successors and assigns

**Conditions which must be met prior to the issuance of any permits:**

5. A single, PDF copy of the final plans, will all necessary revisions shall be provided to the Planning & Development Office.
6. A zoning permit has been obtained from the Planning and Development Office for the project.
7. An Erosion Control Bond has been provided, such estimate shall be reviewed and approved by the Town Engineer.

**Conditions which must be met prior to the issuance of a Certificate of Compliance:**

8. Final grading, stabilization and seeding shall be in place or adequate bond filed with the Town for the unfinished work.
9. One electronic PDF and paper copy of the final as-built survey showing structures, pins, driveways, final floor elevations and spot grades shall be submitted

**General Conditions:**

10. In accordance with Section 900.3(h) of the Zoning Regulations, the construction of any buildings associated with this approval shall commence within one year of this approval date and all improvements shall be completed within five years. Such approval shall otherwise be null and void unless an extension has been granted by the Commission.
11. This project shall be constructed and maintained in accordance with the final plans. Minor modifications to the approved plans that result in lesser impacts may be allowed subject to staff review and approval.
12. Any modifications to the proposed drainage or grading as depicted on the site plan are subject to review and approval by the Town Engineer.
13. Additional erosion control measures may be required by Town staff if field conditions necessitate.
14. By acceptance of this approval and its 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.

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

**VOTE: In Favor; Gobin/Kowalski/Leason/Sauerhoefer/Thurz  
(No one opposed/No abstentions)**

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**XV. BUSINESS MEETING**

**a. Election of Officers:**

Commissioner Thurz nominated Michael Kowalski for Chairman, Chairman Gobin seconded the nomination. Chairman Gobin asked Commissioner Kowalski if he would accept the nomination; Commissioner Kowalski responded affirmatively. Hearing no other nominations the Commission unanimously voted for Michael Kowalski as Chairman of the Planning and Zoning Commission.

Commissioner Leason nominated Jim Thurz for Vice Chairman, Commissioner Sauerhoefer seconded the nomination. Chairman Gobin asked Commissioner Thurz if he would accept the nomination; Commissioner Thurz agreed. Hearing no other nominations the Commission unanimously voted for Jim Thurz as Vice Chairman of the Planning and Zoning Commission.

Commissioner Sauerhoefer nominated David Leason as Secretary, Commissioner Thurz seconded the nomination. Chairman Gobin asked Commissioner Leason if he would accept the position, Commissioner Leason replied affirmatively. Hearing no other nominations the Commission unanimously voted for David Leason as Secretary of the Planning and Zoning Commission.

**XVII. ADJOURNMENT:**

**MOTION:** To ADJOURN the October 25, 2022 Planning and Zoning Commission Meeting at 7:45 p.m.

**Sauerhoefer moved/Thurz seconded/DISCUSSION:** None

**VOTE:** In Favor: Gobin/Kowalski/Leason/Sauerhoefer/Thurz  
(No one opposed/No abstentions)

Respectfully submitted,

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