

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

**REGULAR Meeting #1853
Tuesday, June 27, 2023**

***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 Kowalski called Regular Meeting #1853 of the East Windsor Planning and Zoning Commission to Order at 6:30 p.m. The Meeting is being held on June 27, 2023 in-person in the John Daly, Jr. Meeting Room, Town Hall, 11 Rye Street, Broad Brook, CT., and via telconference as well

PRESENT: **Regular Members:** Anne Gobin, Michael Kowalski (Chairman), David Leason, and Jim Thurz (Vice Chairman).

Alternate Members: Frank Gowdy.

ABSENT: Regular Members Stacey Svoboda McKenna was unable to join the Commission this evening..

GUESTS/SPEAKERS present in-person: Director of Planning and Development/Planning Director Ruth Calabrese hosted the meeting. Also present in person were: Planning Consultant Michael D'Amato, Selectman Alan Baker, Board of Selectman Liaison to the Planning and Zoning **Application PZ-2023-17 – Applicant:** Car-Mil Reality/Frank Giordano; Attorney Daniel Glissman. **Application PZ-2023-18 – Applicant:** Town of East Windsor; **Application: PZ-2023-19 – Applicant:** Ramsdell & Sons, LLC/Edward Ramsdell; Tim Coon, J. R. Russo & Associates, LLC; . **Public speakers:** Gail Boisvert; Richard Bevan; Angela Bevan; Abbott Schulz.

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GUESTS/SPEAKERS present remotely identified as they sign in:

Peg (Margaret) Hoffman, Recording Secretary.

II. ESTABLISHMENT OF QUORUM:

A quorum was established as four Regular Members and one Alternate Member were present at the Call to Order. Chairman Kowalski requested Alternate Member Gowdy to join the Board regarding discussion and action on all Items of Business this evening as well

VI. APPROVAL OF MINUTES:

A. June 13, 2023 – Regular Meeting of PZC:

Commissioner Gobin referenced line #170, noting confusing transcription. She requested the Minutes should be amended to reflect the following correction: “~~Commissioner~~ **Staff noted** the Staff inspection occurred on May 31, 2023.”

MOTION: To APPROVE the Minutes of Regular Meeting #1852 dated June 13, 2023, with the following amendment: Page 5, Line 170, “Staff noted the inspection occurred on May 31, 2023”.

Gobin moved/Leason seconded/DISCUSSION: None.

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

X. NEW PUBLIC HEARINGS:

MOTION: Under Section X, move Item C – PZ-2023-19 before Agenda Items A and B.

Gobin moved/Leason seconded/DISCUSSION: None

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

- C. **PZ-2023-19 - 124 South Main St – Special Use Permit – Special Use Permit Site Plan Review proposing to convert a residential house into an office including parking lot improvements. Applicant: Ramsdell & Sons, LLC:**

MOTION: To CLOSE THE PUBLIC HEARING on application PZ-2023-19.

Gobin moved/Leason seconded/DISCUSSION: None

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

Motion to grant a waiver per section 601.4(b) to PZ2023-19-124 South Main Street to reduce the number of parking spaces to be immediately installed by 35% or 6 spaces. These spaces shall be held in reserve as shown on the site plan should intensity or change in use require increased parking.

Gobin moved/Leason seconded/DISCUSSION: None

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

Motion to Approve PZ-2023-19 for a SUP with Site Plan for the conversion of a residential house to a professional office including parking lot improvements Owner/Applicant Ramsdell & Sons, LLC located at 124 South Main Street, Map 042-Block 05-Lot 059B

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.

Referenced Plans

Ramsdell and Sones, LLC 124 south Main Street, East Windsor, Connecticut 06088; Map 042 Block 05 Lot 059-B; Zone: TZ-5 by JR. Russo & Associates, LLC. Sheets 1-4, dated 06/09/2023.

Conditions which must be met prior to signing of final plans:

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

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2. 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.
3. The conditions of this approval shall be binding upon the applicant, landowners, and their successors and assigns.
4. The plans shall be revised to include the following:
 - a. A copy of this approval.
 - ~~b. A landscape screen shall be added to the parking areas to the south (6 spaces) and west (4 spaces).~~

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

5. One set of final mylars, with all necessary revisions shall be provided to the Planning and Development Office.
6. A single PDF copy of the final plans, with all necessary revisions shall be provided to the Planning and Development Office.

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

7. Final grading, stabilization and seeding shall be in place or appropriate E&S controls installed.
8. 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:

9. This project shall be constructed and maintained in accordance with the final plans and this approval. Minor modifications that result in lesser impacts may be allowed subject to staff review and approval.
10. Any modifications to the proposed drainage or grading as depicted on the site plan are subject to review and approval by the Town Engineer.
11. Additional erosion control measures may be required by Town staff if field conditions necessitate.
12. 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.

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Gobin moved/Leason seconded/DISCUSSION: Commissioner Gobin noted the motion is proposed under Planning Director Calabrese's memo to the Commission dated June 22, 2023.

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

A. PZ-2023-17 Text Amendment – Car-Mil Realty, LLC/Frank Giordano:

MOTION: To CONTINUE THE PUBLIC HEARING on application #PZ-2023-17 for a Text Amendment for an application for Self-Storage facilities until the Commission's next meeting on July 11, 2023.

Gobin moved/Leason seconded/DISCUSSION: None

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

B. PZ-2023-18 – Text Amendment/Special Event Permit Regulations – Town of East Windsor:

MOTION: To CONTINUE THE PUBLIC HEARING on application #PZ-2023-18 until the Commission's next meeting on July 11, 2023.

Gobin moved/Leason seconded/DISCUSSION: Commissioner Gobin heard comments about increasing the number of allowable events per year per property, she suggested the Commission may want to revisit that in this draft. Chairman Kowalski cited the draft doesn't include a number for the events. Commissioner Gobin suggested carnivals are allowed 2 times per year. Planning Consultant D'Amato cited that's times rather than events, a carnival would be a weekend occurrence which would be 2 times.

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

XVII. ADJOURNMENT:

MOTION: To ADJOURN this Meeting at 8:15 p.m.

Gowdy moved/Leason seconded/DISCUSSION: None

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

Respectfully submitted,

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