

ENFIELD PLANNING AND ZONING COMMISSION  
REGULAR MEETING  
**DRAFT MINUTES FOR COMMISSION CONSIDERATION**  
**PENDING COMMISSION APPROVAL**  
THURSDAY, JANUARY 3, 2019 – 7:00 p.m.  
ENFIELD TOWN HALL - COUNCIL CHAMBERS  
820 ENFIELD STREET - ENFIELD, CT

---

**Call to Order & Pledge of Allegiance**

Chairman Charles Duren called the meeting to order at 7:00 PM.

**Roll Call**

Secretary Szewczak took the roll and present were Commissioners Charles Duren, Richard Szewczak, Ken Nelson, Charles Ladd, Virginia Higley, Mary Scutt and Alternate Commissioner Linda DeGray. Absent were Commissioner Nicles Lefakis and Alternate Commissioner Guillermo Salazar. Chairman Duren seated Alternate Commissioner DeGray for the absent Commissioner.

Also present were Raquel Ocasio, Assistant Town Planner; Laurie Whitten, Director of Development Services and Elizabeth Bouley, Recording Secretary.

**Staff Reports**

**a. Town Attorney**

Chairman Duren referenced the report from Acting Town Attorney Maria S. Elsdon and asked if the Commission had any questions for the Town Attorney through Ms. Whitten. No Commissioners had any questions or comments.

**b. Zoning Enforcement Officer Report**

Chairman Duren referenced the Zoning Enforcement report and asked if the Commission had any questions for Zoning Enforcement Officer (ZEO) Rick Rachele. Commissioner Nelson asked if any progress had been made on the property at 155 Post Office Road as it seems to have gotten worse. Commissioner Scutt pointed out that the Zoning Enforcement report states that Social Services is addressing some concerns with the property owner.

Chairman Duren asked what type of hearing had been applied for by the property owner at 108 Pearl Street. Ms. Whitten explained that she had spoken with the owner and is trying to work with him on how he could use the parking space in front of the building, as historically parking had been allowed in that space. She stated that he had been denied a variance by the Zoning Board of Appeals (ZBA) and that this parking area had not been on any of the past plans. Ms. Whitten stated that an additional two to four parking spaces could be added to the rear of the property, which she had spoken to him about it.

Commissioner Higley stated that the applicant could suggest lowering the fines at the hearing, to which Ms. Whitten replied that the fines can be modified by the hearing officer.

Commissioner Ladd asked about the stone structures on South Road and how they are going to be moved, to which Ms. Whitten replied that this is a Public Works issue and Planning & Zoning has

no jurisdiction in the right of way. She went on to state that the issue has been brought to the attention of Public Works and she is unsure of the status at this time.

### **Approval of Minutes** – December 20, 2018 Regular Meeting

**Motion:** Commissioner Nelson made a motion, seconded by Commissioner Ladd, to approve the minutes from the December 20, 2018 Regular Meeting as amended.

The motion passed with a 7-0-0 vote.

**Votes:** 7-0-0

### **Public Participation**

Chairman Charles Duren asked three times if anyone in the public would like to speak; no one came forward.

### **New Business**

#### **Legal Ad**

#### **Public Hearing(s)**

- a. **PH # 2930** -0 Enfield Street AKA Enfield Terrace & Enfield Terrace Ext- Special Permit application for a comprehensive redevelopment of the Enfield Manor elderly housing development in which the applicant seeks to replace all existing structures containing 80 units with two new three-story buildings that will have 99 units; Town of Enfield Housing Authority, Owner/Applicant; Map 019/ Lot 0235; Historic Residential 33 (HR-33) Zone. (DoR: 12/06/18; MOPH: 02/09/19) Tabled Extension Requested.

Chairman Duren asked if anyone was present for this Public Hearing; no one responded.

Ms. Ocasio read through the extension request letter that had been submitted to Staff and signed by Attorney David S. Hoopes.

**Motion:** Commissioner Ladd made a motion, seconded by Commissioner Nelson, to table Public Hearing PH # 2930 until February 14, 2019.

The motion passed with a 7-0-0 vote.

**Votes:** 7-0-0

- b. **PH # 2931**- 158 Pearl Street- Special Permit application to allow for a duplex residence; Gerald J. Wilcox, Owner/Applicant; Map 022/ Lot 0001; Residential 33 (R-33) Zone. (DoR: 12/06/18; MOPH: 02/09/19)

Secretary Szewczak read the legal notice and took the roll and present were Commissioners Charles Duren, Richard Szewczak, Ken Nelson, Charles Ladd, Virginia Higley, Mary Scutt and Alternate Commissioner Linda DeGray. Absent were Commissioner Nicles Lefakis and Alternate Commissioner Guillermo Salazar. Chairman Duren seated Alternate Commissioner DeGray for the absent Commissioner.

Property owner Gerald J. Wilcox, 41 Winkler Road, East Windsor addressed the Commission, stating that the purpose of the application is to obtain a Special Use Permit to change the property

from a single-family home to a duplex. Mr. Wilcox described the condition of the house, which he stated includes newer kitchens, bathrooms, windows, roof, decks, doors and interior/exterior utilities. He explained that the house currently has two separate units, each consisting of full kitchens, two bedrooms, one full bathroom and two forms of egress as well as separate heat, hot water and electrical services. He stated that the house before he owned it appeared to have been used as a duplex illegally, and he wishes to bring it into 100% compliance with this application.

Chairman Duren asked how it can be a conversion when the house is already converted, to which Mr. Wilcox replied that it is not really a conversion but rather they are trying to bring the house into zoning compliance. Mr. Wilson explained that the house had been originally remodeled in the 1970s, therefore it was an illegal conversion back then.

Chairman Duren asked if the building had been inspected by the Fire Department, to which Mr. Wilcox replied that it was inspected by the Building Inspector and ZEO Rachele, but did not need to be inspected by the Fire Marshal as it is only a duplex and the Fire Marshal inspects houses that are three-family and above.

Commissioner Nelson stated that the photos of the property show it to be in great shape and asked if the Building Department will not sign off until it becomes a legal two-family dwelling. Mr. Wilcox described a few areas that the Building Inspector wants a plumber and electrician to sign off on before doing a quick re-inspection, after which the building will be 100% compliant. Commissioner Nelson stated that he does not see any issues.

Commissioner Szewczak asked about egress, to which Mr. Wilcox replied that there are two complying egresses which had been inspected by the Building Official as well as ZEO Rachele.

Chairman Duren stated that the drawings need to be signed, to which Mr. Wilcox replied that he did the drawings himself and can sign them at the Planning Office tomorrow.

Ms. Whitten explained that this application is only in front of the Commission because it had been applied for before the Thompsonville District regulations were in place.

Chairman Duren asked three times if anyone in the public would like to speak; no one came forward.

Chairman Duren closed the Public Hearing.

**Motion:** Commissioner Szewczak made a motion, seconded by Commissioner Nelson, to approve the resolution for PH# 2931 with listed conditions, as amended.

The motion passed with a 7-0-0 vote.

### **RESOLUTION**

MOTION TO APPROVE the PH# 2931 for a Special Permit to allow for a duplex residence; Gerald J. Wilcox, Owner/Applicant; Map 022/ Lot 0001; Residential 33 (R-33) Zone in accordance with the reference plans and with the following conditions of approval:

### **General Conditions:**

1. This approval is for the specific use, site, and structure identified in the application. Any change in the nature of the use, site, or the structure will require new approvals from the Enfield Planning and Zoning Commission.
2. This approval does not include signage permits.
3. There is to be no exterior sheet metal venting pipes visible from the street.
4. Exterior mechanicals and electricals are to be boxed and screened.
5. This project shall be constructed and maintained in accordance with the referenced plans.
6. A building permit for the construction of facilities as approved must be obtained within 24 months of approval or this approval shall be rendered null and void, unless an extension is granted by the Commission.
7. All construction authorized by this approval shall be completed within five (5) years or this approval shall be considered null and void, unless an extension is granted by the Commission.
8. By acceptance of this permit and conditions, the applicant and owner 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.

### **Site Specific Conditions:**

9. Applicant, as the preparer is to sign their drawing submissions.

### **Conditions to be met prior to signing of plans:**

10. All plans submitted for signature shall bear the seal and live signature of the appropriate professional(s) responsible for the preparation of the plans.
11. The application number shall be displayed on the plans in or near the Title Block area.
12. A copy of the approval letter and conditions shall be incorporated into the final plans submitted for signature, preferably located on the cover sheet or first sheet of the plan set.
13. A list outlining how the conditions of approval have been met shall be submitted along with final plans submitted for signature.
14. A list outlining all changes to the plans shall be submitted along with final plans submitted for signature. The list should cite the sheet number where each change has been made.
15. The conditions of this approval shall be binding on the applicant, land owners, and their successors and assigns.

### **Conditions to be met prior to the issuance of permits:**

16. Four sets of paper plans with any required revisions incorporated shall be submitted to the Planning Department for signature of the Commission. The Director of Planning may require Mylars.
17. This approval will become effective upon the filing of a Special Use Zoning Certificate signed by the Commission Secretary on the Land Records by the applicant. Such certificate must be filed within 120 days of approval by Commission. Proof of such filing shall be in the file prior to the issuance of any permits.
18. The applicant shall also submit final plans as approved by the Commission in a digital format compatible with the Enfield Geographic Information Systems Electronic Submittals Ordinance.
19. The applicant shall post a bond for Site Restoration in an amount to be determined by the Town Engineer and the Director of Planning.
20. The applicant shall post a separate bond for Erosion and Sediment Control submitted in the form of cash or certified check, pledged to the Town, in an amount to be determined by the Town Engineer and the Director of Planning.
21. The applicant shall post a Landscaping Bond to the Town, in an amount and format determined by the Director of Planning.

22. A pre-construction meeting between the applicant, site contractors, project engineer and Town Staff shall be held.
23. Any required certificates and/or approvals from State or Federal agencies (i.e. CT-DOT, DEEP, Army Corps of Engineers) shall be obtained by the applicant and reported to the Planning and Zoning Commission file. Any changes to the plans required by such entities may require a plan modification from the Enfield Planning and Zoning Commission.

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

24. Complete as-built plans certified to Class A-2 accuracy shall be submitted prior to the issuance of any certificates of zoning compliance. The as-built plan shall also contain a certification by a Professional Engineer that they have inspected the site improvements and that they have been installed in accordance with the approved plans. Any deviations or omissions must be noted.
25. The design professional who prepared the approved PZC architectural drawings, shall provide as-built drawings with a certification that they have complied with approved plans. Any changes need to be noted on the plans and a list of changes submitted.
26. No Certificate of Occupancy or other final approval may be issued until the Zoning Enforcement Officer has signed off on the final work. When minor site work cannot be completed because of weather or other pertinent reason, a conditional approval may be issued for a period not to exceed 180 days, providing satisfactory surety shall be posted with the Town of Enfield in an amount sufficient to complete the site work and with surety acceptable to the Town of Enfield.
27. A request for final project review and certificate of zoning compliance must be made to the Planning Department not less than 10 days before a Certificate of Occupancy or other final approval is requested from the Building Official.

**Note:** The Conditions of Approvals do not take the place of other requirements found in the Town Codes, Regulations, and Application Instructions.

**PH# 2931 – REFERENCED PLANS:**

1/4 “158 Pearl Street Existing Conditions of Unit 1 First Floor, Enfield CT 06082.” Scale: ¼” = 1’; Prepared by Gerald J. Wilcox, Owner/Applicant; Received Date December 6, 2018.

2/4 “158 Pearl Street Existing Conditions of Unit 2 Second Floor, Enfield CT 06082.” Scale: ¼” = 1’; Prepared by Gerald J. Wilcox, Owner/Applicant; Received Date December 6, 2018.

3/4 “158 Pearl Street Existing Conditions Basement/Utilities, Enfield CT 06082.” Scale: ¼” = 1’; Prepared by Gerald J. Wilcox, Owner/Applicant; Received Date December 6, 2018.

4/4 “158 Pearl Street Aerial Overview of Parking Designation Area, Enfield CT 06082.” Scale: 1 inch = 20 feet; Prepared by Gerald J. Wilcox, Owner/Applicant; Received Date December 6, 2018.

Dated this 3<sup>rd</sup> day of January.

**Votes:** 7-0-0

- c. **PH # 2932-** 8 Booth Road- Special Permit application to allow for a second driveway cut to the rear of the property entry from Dicardee Drive; Denise Marshall, Owner/Applicant; Map 035/ Lot 0176; Residential 33 (R-33). (DoR: 12/20/18; MOPH: 02/23/19)

Secretary Szewczak read the legal notice and took the roll and present were Commissioners Charles Duren, Richard Szewczak, Ken Nelson, Charles Ladd, Virginia Higley, Mary Scutt and Alternate Commissioner Linda DeGray. Absent were Commissioner Nicles Lefakis and Alternate Commissioner Guillermo Salazar. Chairman Duren seated Alternate Commissioner DeGray for the absent Commissioner.

Denise Albert (aka Denise Marshall), 8 Booth Road, addressed the Commission stating that she would like access to her backyard from Dicardee Drive in order to park her boat, trailer and other recreational vehicles that are not used on a daily basis. Ms. Marshall stated that the front driveway is used for their daily driving vehicles.

Chairman Duren asked how many cars the applicant has, to which Ms. Marshall replied that they have multiple vehicles including a Mustang they use from spring to fall, a Bronco, a pickup truck and a Suburban. She explained that they rotate the vehicles and when they are not using their vehicles, they would like to park them in the backyard and off of the road. Chairman Duren asked for clarification on what she means by camping materials, to which Ms. Marshall explained that they have two quads which they put on a trailer.

Ms. Whitten explained that the lot has two frontages and the vehicles that the applicant would like to park are all legal. Chairman Duren stated that these are small lots and he is trying to get a feel for the number of vehicles.

Chairman Duren asked about the tractor trailer referenced in the police report, to which Ms. Marshall replied that they were unaware that the tractor trailer was a violation and it is now parked at a parking facility in West Springfield, Massachusetts.

Commissioner Higley asked if the proposed parking will take up whole backyard, to which Ms. Marshall replied that it will not.

Commissioner Higley asked if the vehicles will be parked on grass or if the area will be paved, to which Ms. Marshall replied that they had previously put gravel down due to mud so they plan to park on that.

Commissioner DeGray asked if the applicant needs to go to the Aquifer Protection Agency as the property is in an aquifer area. Ms. Whitten explained that since it is a residential use, the application does not need to go before the Aquifer Protection Agency.

Chairman Duren stated that the Engineering Department had requested for vehicles to be on amosite. Ms. Whitten stated that this is for the protection of the pavement to the road.

Ms. Marshall asked if the Commission is looking for a paved access from the gravel to the road, stating that she would be willing to do that.

Ms. Marshall stated that she had spoken with John in the Engineering Department about her application and he did not see any problems it. She went on to state that he had said she may have

to put a paved road down for access from the road to the gravel parking, which she does not have a problem with.

Commissioner Nelson asked if it is currently possible to drive around the house to the backyard, to which Ms. Marshall replied that it is possible but her backyard is being destroyed.

Commissioner DeGray asked if the applicant will have room for the vehicles, sheds, tents, trailer, camper as well as a backyard. Ms. Marshall submitted photographs to the Commission to illustrate the size and layout of the property.

Commissioner Szewczak asked if the applicant plans on putting up a privacy fence of some kind so that the vehicles are screened from the neighbors. Ms. Marshall stated that they currently have a stockade fence up. She explained that they would like to have a double gate so they can back the trailer in or pull a truck into the backyard.

Commissioner Nelson asked if the sheds on the property are permitted. Ms. Whitten stated that she does not know if the proper permits had been requested or granted for the sheds, but the Commission should not base their decision about this application on whether there is a violation.

Chairman Duren asked about the sheds on the property and where the parking will be in proximity to them. Ms. Marshall stated that parking will be right in front of the sheds and on the gravel.

Commissioner Nelson asked if the applicant had been accessing the backyard from Dicardee Drive up until now. Ms. Marshall stated that the yard appeared to have been used as a second driveway when she bought the house in 2011 so she had continued that use, not realizing there was a problem until 2018.

Chairman Duren asked if anyone in the public would like to speak in favor or against the application.

Marie Pyznar, 25 Roy Street, addressed the Commission with a petition that had been signed by the abutting neighbors of the property. She read the petition, which requested that the Commission deny the application. Ms. Pyznar went on to state that she had lived at 25 Roy Street for forty years, and the cul-de-sac had always been quiet until the applicant moved in. She stated that the noise and traffic up and down the cul-de-sac is unacceptable and negatively impacts the residents of the neighborhood. Ms. Pyznar added that the vehicles cause havoc and leak chemicals in the street.

Shelby Marquardt, 1 Dicardee Drive, stated that she had lived on Dicardee Drive for sixteen years and it had always been quiet until the applicant moved in. Ms. Marquardt stated that the motorcycles, ATVs, quads, dune buggies and other vehicles are inconsiderate to the neighbors.

Jennifer Sylvester, 2 Dicardee Drive, stated that she has lived on the street for five years and has a young family. Ms. Sylvester stated that they were drawn to the house as it was on a small cul-de-sac and they thought it would be quiet with little traffic, but that the vehicles are constantly driving up and down and parked on the street. She stated that when he parks his trucks on the street, they are directly in front of her house and they are parked there at all times, not just occasionally as Ms. Marshall had claimed. Ms. Sylvester stated that he does work on his vehicles on Dicardee Drive rather than in his own driveway. She stated that the other two driveways onto Dicardee Drive do not have additional driveways onto Booth, unlike Ms. Marshall who already has an adequate driveway on Booth. Ms. Sylvester reiterated that this is a major issue when it comes to the quiet and the safety of the children in the neighborhood.

Nicole Gnatek, 6 Dicardee Drive, stated that her daughter is afraid to ride her bike due to the dirt bikes and dune buggies driving up and down the road. Ms. Gnatek urged the Commission to take the petition seriously.

Commissioner Nelson asked if the vehicles that everyone is referring to are the property owner's vehicles or if they are other people's vehicles being repaired on the property. Ms. Gnatek explained that he is working on his own vehicles in the road.

Jennifer Sylvester, 2 Dicardee Drive, stated that the fence mentioned by Ms. Marshall has been up and down for the five years she has lived at the property, and the applicant is constantly moving things around and rearranging. She stated that a camera is posted on a tree outside of the applicant's fence and questioned whether this is legal.

Ms. Sylvester stated that Ms. Marshall's claims of being unaware that the cab was not allowed to be parked in the street are untrue. She explained that she had made many complaints and was told by the police that the applicant was told several times she could not have the cab there.

Chairman Duren asked if anyone else in the public would like to speak; no one came forward.

Ms. Marshall stated that no one has ever come to her with any complaints and this is all news to her.

Chairman Duren asked if there are motorcycles on the property as well, to which Ms. Marshall replied that they do have motorcycles and all kinds of vehicles.

Commissioner Nelson stated that dirt bikes and quads are not legal on the road.

Chairman Duren asked if the applicant's son has to play among the vehicles, to which Ms. Marshall replied that her son loves the vehicles and works on them with his father.

Commissioner Nelson asked how Ms. Marshall was unaware of her neighbors' dissatisfaction if there was a confrontation with a neighbor. Ms. Marshall stated that she was unaware of any issues until the violations came in. She stated that if any neighbors had come to her with any complaints, this would not be happening.

Commissioner Nelson stated that this is not a double lot and is therefore not eligible for a second curb cut. Ms. Whitten explained that per regulations, in order to have a second curb cut it needs to come before the Commission.

Commissioner Nelson stated that he is very concerned about the neighbors and allowing access through Dicardee is not helping the neighborhood.

Chairman Duren asked how long the tractor trailer had been gone, to which Ms. Marshall replied that it had not been present for a few months. She stated that occasionally it will be there if he stops by between runs, and that she was told by ZEO Rachele that the truck can be home for a quick stop or to be washed, but not overnight. Chairman Duren stated the photo from the Police Department shows the truck to be there on November 7, 2018 at 5 a.m.

Commissioner Nelson stated that running an 18 wheeler through a residential neighborhood at 5 a.m. is not courteous to the neighbors.

Commissioner Szewczak stated that work being done on the truck should be performed in their own driveway, not on the street. Commissioner Szewczak stated that once the Commission allows one person to add the second curb cut, it sets a precedent and they have to allow everyone to do it, and that is not in the best interest of the neighborhood.

Ms. Marshall stated that they are looking to get the vehicles off of the road so it does not bother anyone anymore. Commissioner Szewczak stated that it is a matter of convenience for the applicant but not a necessity.

Commissioner DeGray stated that she is familiar with the neighborhood and saw a truck parked behind the house despite the police report which says this is not permitted. Ms. Marshall replied that she is not familiar with the police report and asked for a copy, which Ms. Ocasio showed to her.

Commissioner DeGray stated that emergency vehicles may not be able to get through with the truck parked on the street. Ms. Marshall stated that police have been to the house maybe three times, but they had never said anything about the truck being parked out back.

Commissioner Scutt stated that her husband is a truck driver and cannot park his truck in her neighborhood. She went on to state that if her husband has to come home, he does it in the middle of the day and does not disturb the neighbors. Commissioner Scutt stated that Dicardee should not be a recreational play area with dune buggies and dirt bikes. She concluded that the applicant has a huge driveway and does not need to be blocking the street, that this request is a convenience and not a need.

Ms. Marshall stated that she can fit two cars in her front driveway and asked where the rest of her stuff is supposed to go. She stated that she would like to put them in the backyard on the gravel, to which Commissioner Nelson replied that she is able to do this by driving around the garage. Commissioner Nelson stated that the dirt bikes and quads up and down the street and the cars being disassembled/worked on in the road are unacceptable.

Commissioner DeGray asked if the applicant has a four-foot fence, which is shown in the photographs from ZEO Rachele. Ms. Marshall explained that this fence was movable from when the baby was younger, and they had used it for his safety.

Ms. Marshall stated that everything she is hearing is new to her and she wishes the neighbors would come and talk to her.

Chairman Duren stated that quads and dirt bikes cannot be ridden on public roads, to which Ms. Marshall replied that they were wrong for doing that.

Commissioner Nelson stated she should have known not to take vehicles apart in front of neighbors' homes.

Chairman Duren asked three times if anyone in the public would like to speak; no one came forward.

Chairman Duren closed the Public Hearing.

Commissioner Higley read through parts of Section 9.20.2 of the regulations, which says in part that when authorizing a Special Permit use the Commission shall take into consideration the health,

safety, general welfare and well-being of residents in the immediate neighborhood. She stated that she cannot support this as it does not meet these requirements.

**Motion:** Commissioner Szewczak made a motion, seconded by Commissioner Nelson, to approve the application PH # 2931.

Chairman Duren stated that he will vote against this for reasons discussed earlier as well as due to the regulations Commissioner Higley had brought up.

### **RESOLUTION**

WHEREAS, the Enfield Planning & Zoning Commission has received an application for a second driveway at 8 Booth Road; Denise Albert, owner applicant; Map 035/Lot 0176 R-33 Zone; and

WHEREAS, the Commission held a public hearing on January 3, 2019; and

WHEREAS, the Commission has determined that the second driveway will not have an adverse impact on the adjacent street or adjoining properties;

NOW THEREFORE BE IT RESOLVED;

RESOLVED, the Enfield Planning & Zoning Commission hereby approves PH # 2932 for the addition of a second driveway located at 8 Booth Road; Denise Albert, owner/applicant; Map 035/Lot 0176; R-33 Zone.

### **REFERENCE PLANS**

Proposed Second Driveway Cut- 8 Booth Road- Site Location- Prepared by Denise Albert- Received December 7, 2018.

Second Driveway Cut- 8 Booth Road- Aerial GIS Map- Prepared by Denise Albert- Received December 7, 2018.

Resolved this 3<sup>rd</sup> Day of January 2019

The motion failed with a 0-7-0 vote. All the Commissioners voted against the motion due to the application not meeting Section 9.20 Special Permit Standards and Procedures and Section 9.20.2 iii. Special Permit Criteria.

**Votes:** 0-7-0

**d. Thompsonville District Zoning Regulation-** In response to the Transit Oriented Development (TOD) study.

Secretary Szewczak read the legal notice and took the roll and present were Commissioners Charles Duren, Richard Szewczak, Ken Nelson, Charles Ladd, Virginia Higley, Mary Scutt and Alternate Commissioner Linda DeGray. Absent were Commissioner Nicles Lefakis and Alternate Commissioner Guillermo Salazar. Chairman Duren seated Alternate Commissioner DeGray for the absent Commissioner.

Ms. Ocasio explained that some revisions had been made based upon the Town Attorney's report, and this is an evolving piece that will be growing based upon feedback from the Commission, the Town Attorney and the public. She stated that Francisco Gomes is present.

Ms. Ocasio went over the comments from the Capitol Region Council of Governments (CRCOG).

Commissioner Ladd asked if this has to be sent back to CRCOG, to which Ms. Whitten replied that only verbiage was changed so it does not.

In response to CRCOG comments, Ms. Whitten went over the current parking requirements in the regulations and suggested an addition to the parking regulations regarding parking reduction.

Commissioner Szewczak asked Francisco Gomes for his thoughts on the changes that the Commission had made. Mr. Gomes stated that he supports the zoning text before the Commission today, and that this is a tremendous accomplishment for both the Commission and the Town Planning Office. He stated that this will add value to properties and strengthen the neighborhood, as well as provide incentive to make it easier for people to redevelop and create new development in Thompsonville. Mr. Gomes concluded that it satisfies the requirements of the grant, and he fully supports the changes that were made and the zoning text that is before the Commission this evening.

Chairman Duren asked if anyone in the public would like to speak.

Pat Gaskell, 94 South River Street, asked if this is the last Public Hearing and what will be the process from here. Ms. Whitten explained that this is the Public Hearing to adopt the regulations, though minor modifications can still be made. She stated that from here the regulations will be put together with a fiscal and market analysis and sent to the Office of Policy & Management (OPM), after which the regulations go into use.

Ms. Whitten stated that if the regulations are approved tonight, they will be used right away. She explained that they can be appealed through the courts and that OPM could reject it but this is not likely.

**Motion:** Commissioner Szewczak made a motion to amend the Thompsonville District Zoning Regulations to include language from the Enfield Zoning Regulation Section 10.10.5 B. Reduction, seconded by Commissioner Nelson.

The motion passed with a 7-0-0 vote.

**Votes:** 7-0-0

Commissioner Szewczak stated that this has been a learning process and now the mall area has to be addressed.

Chairman Duren closed the Thompsonville District Zoning Regulation Hearing.

**Motion:** Commissioner Higley made a motion, seconded by Commissioner Nelson, to adopt the Thompsonville District Zoning Regulations, as amended.

As a result of a question from Commissioner Ladd, discussion took place regarding the new Deputy Director of Economic and Community Development, Nelson Tereso. Ms. Whitten explained that Mr. Tereso started on Monday and will be working with the TIF and mostly with grants.

The motion passed with a 7-0-0 vote.

**Votes:** 7-0-0

### **Other Business**

#### **a. Election of CRCOG Liaisons**

**Motion:** Commissioner Nelson made a motion, seconded by Alternate Commissioner DeGray, to nominate Commissioner Scutt as CRCOG Liaison.

The motion passed with a 7-0-0 vote.

**Votes:** 7-0-0

**Motion:** Commissioner Szewczak made a motion, seconded by Commissioner Nelson, to nominate Alternate Commissioner DeGray as Assistant Liaison.

The motion passed with a 7-0-0 vote.

**Votes:** 7-0-0

### **Correspondence**

#### **a. 2019 Land Use Commission, Agencies, and Board Schedule**

Chairman Duren pointed out the Land Use Commissions, Agencies & Boards 2019 Meeting Schedules contained within the Commissioners' packets.

Ms. Ocasio stated that an email had been sent out today regarding the Nutmeg Solar session. She went over the schedule for the January 10, 2019 session, stating it starts at 1:30 followed by public comment. Ms. Ocasio explained that this session is for Commissioners and the public to attend if they want.

#### **Applications to be Received**

Ms. Ocasio stated that the application for PH# 2933, 25 Hazard Avenue, will be coming before the Commission which is to demise a 40,000 SF store to make two separate units for retail and personal services. Ms. Whitten explained that it is a personal service shop and beauty product retail sales store, and Ms. Ocasio stated that the other side might be a Home Goods-type of store.

**Motion:** Commissioner Nelson made a motion to authorize administrative approval for PH # 2933 in cooperation with other Town Departments, seconded by Commissioner Higley.

The motion passed with a 7-0-0 vote.

**Votes:** 7-0-0

Ms. Ocasio stated that the next Aquifer Protection Agency meeting will be on January 24, 2019 at 6:30 p.m.

**Adjournment**

**Motion:** Commissioner Scutt made a motion, seconded by Commissioner Nelson, to adjourn.

The motion passed with a 7-0-0 vote.

**Votes:** 7-0-0

Prepared by: Elizabeth Bouley

Respectfully Submitted,

---

Richard Szewczak, Secretary

**Note:** Next Regular Meeting is January 24, 2019.

*By: Charles Duren, Chairman; Richard Szewczak, Secretary*