

ENFIELD PLANNING AND ZONING COMMISSION  
SPECIAL MEETING

AGENDA

THURSDAY, JANUARY 15, 2015 - 7:00 P.M.  
ENFIELD TOWN HALL – ENFIELD ROOM  
820 ENFIELD STREET - ENFIELD, CT

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AGENDA

THE MEETING WILL ADJOURN AT 11:00 P.M.

REGULAR MEETING 7:00 P.M.

1. Call to Order & Pledge of Allegiance
2. Fire Evacuation Announcement
3. Roll Call
4. Items for discussion
  - a. Thompsonville Village Residential (TV-R)
  - b. Thompsonville Mixed Use District (TMD)
  - c. Multi-modal Transit and River Access District (MTRA)
  - d. Buildings vs. Structures
  - e. Incentive housing zone pros and cons
5. Adjournment



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## MINUTES

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### SPECIAL MEETING 7:00 P.M.

1. Call to Order & Pledge of Allegiance – Chairman Duren called the meeting to order at 7:00 p.m.
2. Fire Evacuation Announcement
3. Roll Call

Present were Chairman Charles Duren and Commissioners, Lori Longhi, Charles Ladd, and Alternate, Commissioner Ronald Gregory Also present were Mr. John Pagine; Interim Town Planner, Ms. Courtney Hendricson, Assistant Town Manager of Development Services, and Mr. Peter Bryanton; Interim Director of Planning.

4. Items for discussion
  - a. Thompsonville Village Residential (TV-R)
  - b. Thompsonville Mixed Use District (TMD)
  - c. Multi-modal Transit and River Access District (MTRA)
  - d. Buildings vs. Structures
  - e. Incentive housing zone pros and cons

Mr. Peter Bryanton stated that they were going to review the Thompsonville Residential zoning proposed change. There was a zoning study done by the Cecil Group that was completed in August 2013 and since that time they have been working to adopt the first

phase of the recommendations which would be the Thompsonville Residential section. The process was started with Rachel Blatt, the former planner. Mr. Pagini is now working on this and has some very good research to share.

Mr. John Pagini stated that he was involved with the Thompsonville Revitalization Committee at the start of this project in 1992. At that time there was a rail station and while the rail station was being talked about Amtrak was pulling up the tracks. There was a boat launch put in at that time, street scape improvements and town green improvements which were all part of the original plan. Mixed use is now part of the terminology now and if you go to villages now you will see that there are people living above stores and people living nearby in developments. Revitalizing villages has become a big thing and at the time we started doing this it was rather new but since then some legislation has been put into place to make it easier for towns to do this sort of thing. The idea was mixed use downtown and a vibrant place where people can walk to their needs. Bigelow Commons came along which was helpful but there was still people using cars to go to the Mall and so forth. This is a relatively affordable place to live and is quite popular; the vacancy rate is extremely low for these types of rentals. The first task of this project is the housing part north of Alden Avenue. The vision for this is to take the existing area and add quality development and certainly some design standards and try to bring up the quality of life in that area to make it more walkable and diversified; the type of income. Mixed income is another goal of village development. The second task for this is the mixed use development south of Alden Avenue. The final task will be along the river.

Mr. Pagini stated that in talking to the commission he has found they have a lot of questions about the nature of Thompsonville and all of the details of it. A lot of these questions could not be answered because they had not done the research they should have. Mr. Pagini over the last month has looked at all the 281 lots in this area in every detail. He now knows the lot size, the density of each lot, the type of unit on each lot, and the type of capability that each lot might have. He knows the restrictions on each lot and how the size might restrict or be an opportunity for people.

They created an in depth study of all the characteristics of the area, all the opportunities it might have and what limitations it has throughout the Thompsonville area and generally all the areas zoned R-33. Mr. Pagini showed the commissioner a map of the area from the assessors showing the bounds of the area. He then showed the commission the land use map which was done by the prior planner which showed "a patchwork quilt" of different types of housing such as single family residential, two-family housing, four-families, a little commercial, commercial residential, and commercial apartments and there are some condominiums. A small lot would be in the 2178 range, a median size would be about 7,800 and it goes all the way up the 34,000 range. There are 231 lots, 481 units, single family of 69 lots, two-family 96 or 98 lots, and multifamily could be anything from 3 all the way up to 8. When you look at density there are about 7 or 8 vacant lots, one of which happens to be a town lot. There is one

lot with 60 units per acre density on it; it is only one three-story very large building and occupies about 80 percent of the land. A lot of the other lots are single family in this particular area. Again the density which is median density is 11.11 units per acre. The density is going to vary per lot and starting with the smallest lot the lot density is higher on the smaller lots and lower on the larger lots generally speaking. There are areas where they are very similar lot sizes. Looking at the density of the zoned area you can see that the density at 5 per acre is 22 percent of all the lots, from 5-10 is 23 percent, from 10-15 is another 30 percent and as you get into the higher densities you get 15-20 which is 12 percent, 20-25 units per area is 5 percent, and then some in excess of 25 per acre which is 8 percent in excess. For total unit potential they choose three different density scenarios and when you go to 15 dwelling units per acre you would have 574, if you would go to 20 there would be 799, and if you go to 25 there would 1,012 so it goes up considerably.

Commissioner Longhi asked Mr. Pagini a question about a concern from the public and the board about not making it more dense and making it less dense, so she herself was looking not for what was proposed by Rachel, but what everyone came out and spoke about which would be less. She stated that they know that area is quite densely populated and thinks that the problem they were having as a board and as the population is that the area was already dense at 11 per acre. They are being shown higher densities and they are not looking to go higher. Chairman Duren stated that the concern was that they would buy up properties and put up areas like Burnside Avenue in E. Hartford where this is apartment after apartment.

Mr. Pagini replied saying that many of the lots in Thompsonville are not capable of anymore density so they are just taken off. The density he is showing is a gross density but there are some realities that they have to deal with here, some of which are, can you have parking on the lot, are the buildings such that they can at least have livable units; at least 600 square feet which happens to be a very popular one in a lot of areas and is a very basic efficiency or one bedroom unit which can easily house a couple. Mr. Pagini said they were not proposing any parking under any buildings and Chairman Duren stated that they could have a developer come in that wants to do it. He showed the commission the density in units per acre of existing lots versus the units per lot at 20 units per acre and again there is sort of the reverse relationship. They compared the scenarios and when they go down in the density a many of the lots become conforming. If they set a density or lot size that is relatively big it means there is going to be a lot of non-conforming lots. When you go to 25 the non-conforming lots shrink even further and what you also see when you look at 25 is that there are three or more dwelling units with additional capacity but that shrinks when you go to 15 so the one dwelling unit gets used the most to increase density. The challenge is finding the right match for

Thompsonville and the different types of area and it means being very flexible. Mr. Pagini realized while measuring a lot of these things that there is so much variety out there that they cannot come up with one standard so the commission may have to look at different types of neighborhoods because for instance one might have a setback of 10 feet and others might have a setback of 15 or 20. They need to have something that is more reasonable. If you look at, for instance, using an 8,500 square foot lot as a minimum lot size scenario which is approximately 20 units an acre, under this scenario it is also 50-52 percent of non-conforming lots and it is 48 percent for conforming lots. There needs to be the opportunity to do things with your lot that perhaps is not there now under an R-33 zone as people's lives changes and family size changes etc.

Mr. Pagini looked at each dwelling units using the assessor's records to find out about each unit which told him that for instance if you were considering fourplexes at this density a lot of the existing housing could not accommodate that density. There are limitations on housing going into duplexes as well. For triplexes some units just would not accommodate them. Units that do accommodate this even with parking he found would be the ones between Bigelow and Hartford Avenue; however, what you get in order to accommodate the parking there, which is two parking spaces per dwelling unit, is basically filling up all the free space that is behind the unit but you would have to share access and have consolidated parking in order to make it work. That would be one of the things that could happen in that particular area if you wanted to consider adding one unit and that would be splitting one of the units and leaving the other unit the way it is.

Commissioner Longhi said that the way it is right now you can have parking that is not on your lot and asked if they were considering using public and other parking. Chairman Duren stated that the problem with that is that no one keeps track of who is using what and feels that that needs to come out of the regulations. Mr. Bryanton stated that the consultants that have the parking study are coming in February and then they will see how much parking there really is in Thompsonville, which is much more than you would think. Mr. Pagini said that for instance with a fourplex to meet the parking standards what would need to happen is that people would have to have four property owners working together to create one parking lot and one access so it will work; which is what a lot of people in villages are doing. He also said that the big question is, is there really a demand for new units such like efficiency units or one bedroom units and he is finding that yes there is. He said that when you look at the market study that just came out for Thompsonville Transit Center this shows there is a demand here in Thompsonville for compact housing units because the supply of apartments has been constrained because in many cases zoning prohibits multifamily apartments. It also says the regional housing market is in a state of recovery and the

rents are increasing. This study showed that the vacancy rate and the cost of rent has increased in Bigelow Commons far higher than it has in the past. There is also another study that came out with what is called the Knowledge Quarter which is CROG and Pioneer Valley and basically goes all the way from Vermont down to the southern edge of CROG and what they wanted to see was the opportunities for people to live near transit centers and where housing should be concentrated near transit centers. It is not unlike what is being proposed here in Thompsonville and has been since 1992. What they are finding is that there is a market for this kind of housing close to there and that particular study repeats this very same conclusion that there is a demand here in Thompsonville for this type of housing. Commissioner Longhi asked what the source of this information was and Ms. Courtney Hendricson explained that this was an Amtrak study that just came in today.

Mr. Pagini talked about senior citizens being among the people that would be interested in this type of housing in villages where they can walk and have things accessible that they need. He also talked about what he calls the "millennials" which are the next generation coming up of young professionals looking for small affordable rentals at this point and not large houses in the suburbs.

Commissioner Longhi brought up that the board was concerned that a developer could come in and do all efficiencies which are not what they want. They want one bedroom and two bedrooms but if a developer is allowed to they will do nothing the efficiencies. Mr. Pagini said that he talked to the building official and there are units throughout Thompsonville that can be split up in different ways as two and three families. Commissioner Longhi stated that the other component that people do not realize is the opportunity to take three houses down and then put up a building because now you can put up these types of densities and the commission does not have the ability to prevent this in the way it was written in the regulations. Mr. Pagini said that everything that he estimated assumed that every house would remain and Chairman Duren stated that you couldn't assume that. Mr. Pagini stated that there is the possibility of tear downs and it depends on what density you assign. Commissioner Longhi stated that is why the density is so important so that someone cannot come in and take down multiple houses and then put up a building with hundreds of spots if it is allowed to. Chairman Duren stated that the people are not always forthcoming about their plans and the problem is the verbiage so as that could not happen.

Mr. Steven Cogtella from the audience brought up his concern about reducing the square footage for these lots and how is that going to affect the taxes on these properties. Commissioner Longhi said that the problem with that that she understands is that the assessor is separate from any other agency. So it could be in the planning

department and they can come in with a reevaluation year and do whatever they want with what is already there. Mr. Bryanton stated that the assessor said she could not predict what would happen because it is all based on market rate now, so there is no way know how that would affect the change.

Chairman Duren stated that what was just brought up were the two major problems that were holding them up; the future if somebody should come in and buy lots and how we control that. Mr. Bryanton stated that that could be controlled and Chairman Duren stated that is something they want in the regulations. Mr. Pagini stated that the character of Thompsonville was mainly one, two, three, and four units and there are few exceptions to that but basically that is the range they are talking about. The intent is that these regulations do not go beyond fourplexes because whatever goes in there has got to be in character with what it is now. Mr. Bryanton stated that the intent was that you could do two family by right and three and four families you have to get a special permit for and there is the control would be. He also said it might be different in the TMU but in this area they want to keep the residential feel. Mr. Pagini stated that the density of the lots in Bigelow Avenue and Hartford Avenue is 20 units per acre and most of them are three bedrooms. Mrs. Arlene Provencher said that someone could take those three bedrooms, two family units and make them into four or more and it is the number of people living in the square footage that could be a safety issue for the fire department. Mr. Bryanton said that if you were going to take one of two family units on Bigelow or Hartford Avenue which today are two families and you want to convert to a four family you have to get a special permit and go to Planning and Zoning. Ms. Arlene Provencher said that they had the same situation on Pearl Street where the regulations supposedly said you could not convert and you could only add one more unit. It is conflicting and no one corrected the regulations so that man was allowed to break up the houses on Pearl into smaller buildings. Mr. Pagini discussed the Bigelow houses again and that they are on lots sizes of about 6,400 or so. These cannot be fourplexes at 20 units per acre and you can only add one unit and that is it. Mr. Pagini said that it all depends on what density you want to establish under zoning and if it is established at 20 it would become a triplex. Mrs. Arlene Provencher asked that if four of those buildings burned on Bigelow or Hartford Avenue due to bad conditions and spreading from one unit to another what could they rebuild. Mr. Pagini said that it depends on what your zoning allows and in that particular neighborhood now with 20 units per acre you can replace the building with three duplex units. Ms. Courtney Hendricson said that to go to a triplex unit from a duplex they have to go the PCZ which is where the controls would come in. Mr. Pagini said that hopefully the regulations are good enough that if somebody gets another unit they have to adhere to the design standards. Mr. Bryanton said that the intent of changing the zoning is not to shoe horn more people into the neighborhood but is to get people to invest in the neighborhood and how you do that is by making it easier to

renovate and maybe add a couple of other units so that the numbers work. Commissioner Ladd asked that if the fire was on four lots and then someone bought all four lots and combined them what could you put on the combined lot. Mr. Pagini stated that there should be a limit of fourplexes. If they have a combined lot and they only have the capacity for six units they are probably going to put two triplexes or two three families. Commissioner Ladd said what if they make the four lots into one lot and put on one large building. Ms. Courtney Hendricson said again that if the proposal was three or above it would have to come to Planning and Zoning. Mr. Pagini said that in his experience, such as in Nantucket, people were starting to tear down the smaller cottages where the lots were small but the zoning allowed something much larger, and so what they did was put a demolition delay ordinance in effect and basically said you cannot demolish anything for the next six months. Demolition delay can be used for a variety of things in order to preserve neighborhoods. Mr. Bryanton stated that there is a provision in the Thompsonville regulations that say you cannot tear down without approval from Planning and Zoning unless condemned.

Mr. Pagini asked the commission if this is the direction they want to go in terms of what they want to see in Thompsonville. Chairman Duren said that they need to have those safety regulations where a developer cannot just come in and knock everything down and put up a big apartment. Commissioner Longhi is concerned about the densities being similar to the incentive housing densities and then being confused with incentive housing. Mr. Pagini stated that he did not know where the 20 came from but there are three different densities in incentive housing and they have to do with different types of housing and all those densities happen to be in Thompsonville right now so the densities are appropriate and on the table because they are there already. Commissioner Longhi said they did not want to have the same densities as the incentive housing so it needed to be different. Mr. Pagini said that this is an area that is not proposed for that at all. Ms. Courtney Hendricson said they could explicitly state that somewhere in the interim. Commissioner Longhi said they had some issues with definitions and also heights on buildings. Commissioner Longhi brought up the section of the regulations where it said "No part of an apartment building shall be erected or altered as to be more than 2½ stories in height and not to exceed 35 feet" and the word "AND" was replaced with "OR" in the regulations which has created a lot of problems. Mr. Bryanton said that was an easy fix and they would make that change. Mr. Steven Cogtella brought up that they did not want this new density to be comparable to the incentive housing and asked are they talking about just this phase or is this throughout the whole project. Mr. Bryanton said that they got a \$20,000.00 grant to study the issue and they do not have to do it. It would be up to Planning and Zoning and if they do not want it then they do not do it. If they decided they wanted to do it they could do it in just one project. He also said incentive housing means that if someone proposed to put

an apartment building in the downtown area 20 percent of the units would be affordable and affordable does not mean low income it means median income which is for a family of four \$65,000.00. Commissioner Ladd said they had still not addressed the zoning square foot of the lots and they have so many that are R-33 that are nowhere near compliant at all. Mr. Pagini said these different densities control what is non-conforming and right now everything is non-conforming. Commissioner Ladd said that if they go to a different lot size say from 33,000 to 15,000 a lot more lots are going to become compliant. Commissioner Ladd's point was what would the level be to make some compliant without having other people have to pay extra taxes because there lots are oversized. Mr. Bryanton said they are not supposed to consider economic issues and that the assessor did not think it was going to be a huge increase. Commissioner Longhi said she has asked the assessor about it and she cannot say whether it will or will not happen. Commissioner Ladd stated that no matter what is on the lot the lot size itself is causing a problem. Commissioner Longhi stated that she thinks they do not want high density because they already have them. Chairman Duren said that when you have a large building they want a mix of unit types; twos and threes. Commissioner Ladd talked about if you have a single family home on a small lot and you want to add a porch or put a garage there you cannot do that. Mr. Pagini said that this is not only because of the setbacks but it is also the lot coverage. He said that this is solved by setting up setbacks that are based upon by what is out there and try to get it as close as possible. Commissioner Longhi said they really wanted tandem parking because in the regulations as they are now, tandem parking is not allowed and without tandem you won't ever comply with parking. Mr. Bryanton said that what they will see in the parking plan in February is the town acquiring some vacant lots and creating some neighborhood parking areas so that people can get off the street. They could be assigned or there could be a permit system but there are ways to address the on street parking issues that are an issue during weather. Another thing that we do not do here is the concept of shared parking and there are agreements that can be put in place for shared parking which is another thing that they are talking about with the parking plan.

Mr. Bryanton stated he had one more item for discussion for the commission, that being food trucks and he provided Bolton's regulations for local vending. Chairman Duren said that the reason there are not food trucks is because people that have restaurants and serve food don't want them because they feel they pay taxes and are hiring local people. Ms. Courtney Hendricson stated that food trucks pay for permits as well. Mr. Bryanton asked said what if they had someone living in Enfield that started a food truck business as a resident they would then be paying taxes. Commissioner Longhi said that she heard about this and read it in the paper and thinks that most of the surrounding towns do not have food trucks either. She stated that if you allow the food trucks to come in when the Mount Carmel has their event down the street it would allow food

trucks to park outside their entrance. Mr. Bryanton said that all he was asking the commission to do was to read the regulations that Mr. Pagini offered and think about it. Ms. Hendricson stated that they are talking about a little bit more modern food trucks and she thinks that the reason they are not seeing them in neighboring towns is because they have not gotten this far yet just like Enfield and all they are asking is that they look at the regulations and think about it. Mr. Bryanton said that canteen trucks and ice-cream trucks are not in the regulations and are therefore operating illegally. Mr. Bryanton said that as a town if they ignore the canteen trucks how do they say no to food trucks.

5. Adjournment – Commissioner Ronald Gregory made a motion, seconded by Commissioner Longhi to adjourn the meeting at 8:40 p.m.

ENFIELD PLANNING AND ZONING COMMISSION  
SPECIAL MEETING  
**AMENDED - AGENDA**  
THURSDAY, FEBRUARY 12, 2015 - 7:00 P.M.  
ENFIELD TOWN HALL – ENFIELD ROOM  
820 ENFIELD STREET - ENFIELD, CT

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AGENDA

THE MEETING WILL ADJOURN AT 11:00 P.M.

REGULAR MEETING 7:00 P.M.

1. Call to Order & Pledge of Allegiance
2. Fire Evacuation Announcement
3. Roll Call
4. New Public Hearing
  - a. PH# 2815 – Special Use Permit application of Peter Barrufaldi, Dominos Pizza (Paul Cioffari Trustee, Catherine P. Algieri Trust, owner), for a change of use from retail to fast food restaurant to be located at 904 Enfield Street, #2; Map#26-Lot# 12; Zone District TV; (MPHCD – March 12, 2015)
5. Items for discussion
  - a. Parking Study for Thompsonville
  - b. Solar regulations discussion with Solar City Corp.
  - c. Food Trucks
    1. Stationary Catering
    2. Mobile Catering
  - d. Thompsonville Village Residential (TV-R)
  - e. Thompsonville Mixed Use District (TMD)
  - f. Multi-modal Transit and River Access District (MTRA)
  - g. Buildings vs. Structures
  - h. Incentive housing zone pros and cons
6. Administrative Approvals
7. Adjournment



**MINUTES**  
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SPECIAL MEETING  
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THE MEETING WILL ADJOURN AT 11:00 P.M.

SPECIAL MEETING 7:00 P.M.

1. Call to Order & Pledge of Allegiance – Chairman Duren called the meeting to order at 7:00 pm.
2. Fire Evacuation Announcement
3. Roll Call

Present were Chairman Charles Duren and Commissioners, Peter Falk, Lori Longhi, Charles Ladd; Nicles Lefakis,

Absent were Commissioners Elizabeth Ballard, Kathleen Sarno, Alternate Ronald Gregory and Alternate Alan Drinan.

Commissioner Falk made a motion, seconded by Commissioner Lefakis to go out of order on the agenda due to the applicant for Dominos Pizza being delayed. The motion passed with a 5-0-0 vote.

5. Items for discussion
  - a. Parking Study for Thompsonville

Mr. Peter Bryanton introduced the parking plan consultants from Nelson Nygaard. Peter stated that the parameters of their study were essentially between Route 5 and the Connecticut River and Hazard Avenue up to Alden Avenue. They did not include the area north of Alden Avenue mainly due to some cost constraints. He has talked with the consultants and if they need to do that in light of what has happened with TV-R we can have them come back and do an analysis on the area also.

Mr. Ralph DeNisco, principal at Nelson Nygaard introduced himself and Cynthia Lin to the Commission. Ms. Cynthia Lin addressed the commission and stated that the parking study is part of an ongoing effort in Thompsonville to revitalize the area and part of it is providing recommendations and guidance on how to move forward with different projects. The purpose of this project is to understand what the relationships between the existing land uses within Thompsonville Center are and what types of parking demand is generated as a result of that. Also understanding what actual parking inventory utilization there is; so how many parked cars are then in Thompsonville today and where they exist, and is it on street or off street. It is also to evaluate the potential for the existing parking system to absorb new development as the Transit Center comes in and if there is a need for additional parking to absorb the demand and where will that be located with having zoning regulation guidelines. Also as an option really integrating multi-modal transportation to offset the potential.

They collected data in November and started the project in August. The study was from Enfield Street to the east, the river to the west, Franklin Avenue to the south, and Alden Avenue a little bit to the east. The first thing they looked into was what land uses are in Thompsonville Center today and they found that there is a good mix of uses within a walkable tight knit neighborhood. When they do a land use and parking analysis they look at ITE National Standards which say that for every 1000 square feet of restaurant you need five parking spaces, but they know that in a context like Thompsonville Center that is not as relevant because of the tight knit neighborhood where people are able to walk back and forth between different uses which saves on parking spaces. Therefore, what they generally do is a shared parking analysis which shows that the five spaces for every 1000 square feet is not needed at all times of the day and this allows you to overlay different land uses that have different parking demands throughout the day due to peak times for each different land use; therefore, mixed use environments can share parking which requires less parking.

Commissioner Falk asked Ms. Lin if what they are trying to do is bring people into the area wouldn't they need more parking.

Ms. Lin responded by saying that that is not necessarily the case because different land uses have different demands at different times of the day. So for instance, if you have a residential use and an office development that are sharing parking, when people leave to go to work from the residential use the people coming into the office building to work would utilize the residents parking spaces.

Mr. DeNisco stated that what they are showing is a hypothetical model to illustrate how they have looked at the land use and parking in Enfield. Normally your zoning would

say if you are building this you need so many parking spaces for this use based on each different use. What they are presenting to the commission shows the way the uses actually behave based on times of day.

Commissioner Longhi stated that their idea in the future if they do the Transit Center is that the residents take the train to work so their car would be there all day.

Based on national standards in every land use in Thompsonville today, International Standards would say that you need 2,723 spaces to accommodate every single use but they counted all the spots and they know that there are 3,666 on an off street public and private parking spaces within Thompsonville, which means that based on the existing data you have actually built more than what national standards say are needed. So with that in mind they have created more of a shared parking model which resembles what happens today. They mapped all the land uses with peak of day percentages and they were able to show that the peak happens during 10:00 p.m. when all the residents are home and at that time there are 1,023 parked cars on and off street in public and privates spaces.

Mr. DeNisco stated that shared parking looks at how those uses would be more realistically expected to behave over the course of a day to the land uses within that study area. They are showing that theoretically they would need about 1,000 spaces at peak to accommodate that.

Commissioner Falk asked if this accommodates weather and no parking on the street due to snow.

Ms. Lin stated that they counted cars from 10:00 a.m. 1:00 p.m. and from 1:00 p.m. to 4:00 p.m. and it closely resembles what their model is showing today by about 100 spaces. In the afternoon peak because they did not count when most residents are home there are 2,500 spaces available during the 12:00 p.m. to 1:00 pm. timeframe. So the key findings through this are that parking supply at its current state definitely supports a demand for more development and there is definitely the potential to increase and develop. So breaking out what the numbers look like they counted all the parking spaces and most of the parking is off-street and the majority of about 2,200 to 2,300 are actually private spaces, so accessory parking is part of a bank and part of a school that is not generally accessible by the public but there are still around 1,300 parking spaces on the street. Most of the on-street parking is unregulated with the exception of some time-regulated areas and the majority of the off-street parking is also retail and apartment parking as well.

Commissioner Longhi stated that they were showing numbers at 10:00 a.m. and 1:00 p.m. during the day when everyone is at work. If this was done at 10:00 p.m. wouldn't the numbers be much different when people need to be on the streets.

Mr. DeNisco stated that on most of the streets the patterns are going to be similar even if you were to look into the evening. They looked primarily at the idea of there being a different mix of uses which is what they are looking to attract here and the peak times for what those uses would be.

Commissioner Longhi said for example, if she goes to Thompsonville during the day she can find a parking space easily but at 7:00 p.m. in the evening she cannot find a space.

Ms. Lin stated that the findings from the utilization survey are that generally it is pretty much availability for both time frames that they counted. So based on the land use analysis there is a gap between spaces that can potentially be used for new development and during the time periods that they counted there are a number of spaces that are not being utilized. They created three different types of land use scenarios, one that was more emphasized on residential development, one that was more office based, and one that was balanced between them. They tried to analyze how much the existing parking system could absorb in new development without building any additional parking and assuming that 220 spaces that are existing today would be slated for the Thompsonville Transit Center and not necessarily for any new development.

The first one shows that with more high residential development they could probably build a net total of around 1,900,000 square feet of combined office, residential, and retail development which would most likely peak during the evening when more of the residents would be home and would be building up close to reserve supply but they would still have around 200 spaces available.

Commissioner Falk questioned about where these open spaces are in relationship to where he may want to go.

Mr. DeNisco stated that what they are attempting to provide is a background and baseline from which they as a board can review. So what this analysis is showing is taking the parking as the cap. So given all of these empty spaces in this area and showing you where they are and where they exist; somewhere in this area without building another parking space they are showing the kinds of levels of development that could be considered. So three different scenarios were addressed so they could see how each different one would work. The board would still have to look at each

individual development and look at all the details of that development and see how does it works, where does it work, and how does it fit in within the area. As a parking expert when looking at this he stated that they have a lot of empty spaces today. They are not always directly in front of the place where you want to go but actually in Thompsonville a lot of times they are. So, when you are thinking about new things that they want to attract parking is not the biggest problem; it should be considered and they should know how it is going to work but there is a lot of capacity within the system now to absorb development.

Ms. Lin stated that the last scenario where the developments are more equal in uses and square footage and the curves of the different uses are more balanced there is peak in the afternoon and then peak in the evening. The key findings from this is that Thompsonville can actually absorb around almost 2,000,000 square feet of additional development without having to build additional parking to support that.

Ms. Lin stated that they did a quick analysis and showed a sample of original retail uses within Thompsonville and Enfield today and when looking at National IT standards what they found was that the majority of the existing parking ratios are actually above national standards. Based on their existing zoning today for every 1 square foot of restaurant, fast foot, or drive-in use they need around 4.5 square feet of parking space to accommodate that. Creating a maximum parking space cap would help to use the land more efficiently and they would be able to build a bigger development.

Chairman Duren stated that the example Ms. Lin used was actually not built for the purpose she stated. Mr. Bryanton stated that it was originally built as a bank but still shows the inefficiency of the parking.

Mr. DeNisco stated that this is generally what their zoning is requiring to be built because you have to provide through the zoning so many parking spaces per 1,000 square feet and this is forcing land use decisions. What the example slide shows is that for every 1000 square feet of retail, office, or residential use, or the kinds of things that are tax generating and contribute to the vibrancy of this area, you have to build that many more square feet of parking and circulation space. This has real implications for the kind of development that they think they have heard they are looking to see. Their zoning code says that for each of these uses you need to provide a certain number of parking spaces which is more than ITE would say would even be generated by those uses so they are requiring people to build many more parking spaces than even Institute of Transportation Engineers would tell you are needed. This is why their supply is 3,600 and IT says it is 2,000 and in reality they are only using 900. So there is a lot of extra parking to be built potentially at the exclusion of the other kinds of developments.

Mr. Bryanton stated that using some of these suggestions from Nelson NyGaard would allow them to do what they have talked about and in areas like TV-R or more neighborhood settings, purchase lots that could be converted to neighborhood parking areas. Commissioner Longhi asked what if the owners of these private lots do not want to do shared parking. Ms. Lin responded and said that most of the time it is more of a liability concern and it is an educational process between the town or whoever is running the leasing of the private lots to open it up to the public. So it is allowing them to open up their spaces and they could collect fees as part of the parking system or be able to work with the town on some kind of agreement specifically to open up the parking where the town provides maintenance and/or stripes the lot as long as the lot is available to the public. Mr. DeNisco concurred that you cannot require it but they can make it an option for them to do it so that the new developer that comes in may find it more economical to lease spaces in somebody else's lot as opposed to building their own because they can build a bigger building or they do not have to build as much parking. Commissioner Duren stated that the parking would have to be within a reasonable distance.

Commissioner Longhi asked if when they did the parking count if they had a breakdown of all the different spots of where you counted and where they are. Mr. DeNisco stated that they did and that they have a full inventory map that they had shown them and it is now GIS based and belongs to the town.

Ms. Lin presented the following in summary.

#### Recommendations

- Recommend zoning changes to support Thompsonville Transit Center
  1. Create Zoning maximums to Thompsonville Village Center District.
  2. In-lieu fee/Parking assessment.
- Address future parking demands needs.
  3. Create additional on-street supply.
  4. Support shared parking initiatives.
- Integrate multimodal transportation options with parking access.
  5. Enhance pedestrian and bicycle access and facilities

Chairman Duren asked what they meant about zoning maximums. Ms. Lin said it is putting a cap on the number of parking spaces that a land use can build; for example for every restaurant land use you can only build up to three parking spaces per 1,000 square feet rather than saying you need a minimum of parking spaces. Mr. DeNisco stated that it was sort of the opposite of the way their zoning works today. Today it

says that for a 5,000 square foot office complex you must provide this many spaces and what you actually want is more building and less parking spaces; so it says if you are going to build 5,000 square feet of office you can build up to this many spaces, so there is a cap on the parking you can build.

My Bryanton thanked Mr. DeNisco and Ms. Lin. He stated that this presentation had a lot of good information. There are still some practical issues such as Bigelow having a lot of parking but not always in the right area. He stated that people talk about how Thompsonville used to be which was compact in dense before everything was torn down in urban renewal. If we want to have that back we are going to have to think a little differently on how we are going to get around such as walking an extra block or reducing parking and taking the bus.

Commissioner Falk made a motion, seconded by Commissioner Ladd to do PH #2815; Special Use permit for Dominos Pizza. The motion passed with a 5-0-0 vote.

#### 4. New Public Hearing

**a. PH# 2815 – Special Use Permit application of Peter Barrufaldi, Dominos Pizza (Paul Cioffari Trustee, Catherine P. Algiere Trust, owner), for a change of use from retail to fast food restaurant to be located at 904 Enfield Street, #2; Map#26-Lot# 12; Zone District TV; (MPHCD – March 12, 2015).**

Secretary Falk took the roll and present were Chairman Charles Duren and Commissioners Lori Longhi, Charles Ladd, Peter Falk, and Nicles Lefakis. Absent were Commissioners Elizabeth Ballard, Kathleen Sarno, Ronald Gregory, Alternate, and Alan Drinan, Alternate.

Mr. Peter Barrufaldi addressed the commission to discuss the move of Dominos Pizza that is currently located at 54 Hazard Avenue to 920 Enfield Street and install a new facility there. The would do interior renovations there to a currently vacant tenant space including ceilings, floors, wall finishes, cooking equipment, counter tops, and other restaurant required items. The purpose for the move is to increase their visibility and access to the facility with a better parking area and egress in and out of the parking lot. He has submitted a project narrative that the commission has a copy of. He stated that the tenant space would be the current Tabaco shop which is empty and sits next to the Whole Donut. There is mention in the packet about signage and the new signage would be presented from a sign company for a special permit and it would be a new logo and fit into the current sign box located over the back side of the building. The décor will be pretty standard to what they implemented about 10 years ago with some

brighter colors and richer features which is what the new lobby space and counter would look like. He wanted to note that other than the sign, which will be applied for separately and subject to approval, there are no changes to the face of the building, to the site itself, or anything outside of the interior of the building. They have a new logo but it would fit into the sign box on top of the existing building. The existing site plan has not had to be modified in any way to support Dominos. He stated that the dumpsters are currently located at the back of the building in the back of the parkinglot. The intention is, as there are shared dumpsters for all the tenant spaces, to utilize the existing dumpsters in their current location for both cardboard and trash. They would not increase the number of dumpsters but increase the level of service. Chairman Duren stated that the problem was that the fire department wanted the dumpsters moved because of its location. Chairman Duren asked if the re-striping had been done, which it had not. Commissioner Longhi brought up that there had been a request on another application for a yoga studio in the same building about signage, and that is going to be the responsibility of the landlord as would be the re-striping of the parking lot also. Chairman Duren asked if the cooler and compressor were going to be inside or outside. Mr. Barrufaldi stated that the cooler is a contained unit within the building so everything would be inside. All that would be outside would be the existing condenser unit. They would be relocating some registers within the space and there would be a new vent going in for the ovens. Chairman Duren stated that the drawing plan would have to be submitted to planning and building. There would need to be a screen on the vent which would need to be per the fire department.

The applicant agreed to all the amendments made to the conditions in Mr. John Pagini's memo.

Chairman Duren opened Public Hearing #2815 to the public and asked if anyone from the audience would like to speak in favor or against the application. This request was given several times and no one came forward.

Chairman Duren closed Public Hearing #2815.

Commissioner Longhi made a motion, seconded by Commissioner Ladd to approve waiver for PH# 2815 of all of the requirements of Section 9.10.2, except the requirements for a simple site plan and for a floor plan. The motion passed with a 5-0-0 vote.

Commissioner Longhi made a motion seconded by Commissioner Ladd to approve Application PH # 2815 of AFC, Inc., John Gesualdi / Domino's Pizza, applicant and The Catherine P. Algiere Residual Trust, owner, for a Special Use Permit for a change of use

ENFIELD PLANNING AND ZONING COMMISSION  
SPECIAL MEETING  
AGENDA - WORKSHOP  
THURSDAY, OCTOBER 12, 2017 – 7:00 P.M.  
SOCIAL SERVICES BUILDING - TRAINING ROOM  
110 HIGH STREET - ENFIELD, CT

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The Enfield Planning and Zoning Commission will hold a Commission workshop with Staff and consultants to review the Enfield Zoning Regulations with respect to Transit-Oriented Development.

**Note:** Next Regular Meeting is Thursday October 19, 2017.

By Charles A. Duren, Chairman

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ENFIELD PLANNING AND ZONING COMMISSION  
REGULAR MEETING  
**SPECIAL MEETING**  
**MINUTES FOR COMMISSION CONSIDERATION**  
THURSDAY, OCTOBER 12, 2017 – 7:00 P.M.  
SOCIAL SERVICES DEPARTMENT  
110 HIGH STREET - ENFIELD, CT

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**Call to Order & Pledge of Allegiance**

Chairman Duren called the meeting to order at 7:00 p.m.

**Fire Evacuation Announcement**

**Roll Call**

Secretary Szewczak took the roll call and present were: Chairman Duren, and Commissioners: Virginia Higley, Charles Ladd, Richard Szewczak, Nicles Lefakis, Mary Scutt, and Alternate Commissioners Sarah Gruber.

Absent Commissioner(s): Elizabeth Ballard and Alternate Commissioner Linda DeGray.

Also present: Roger J. O'Brien, Director of Planning, Raquel Ocasio, Assistant Town Planner, Michael Ciriello, Director of Development Services, and Peter Bryanton, Director of Community Development.

**TOD Workshop**

**Transit Oriented Development (TOD) Presentation**

Director O'Brien introduced the consultants to the Commission. He stated that Todd Poole from 4ward Planning performed a market analysis and Francisco Gomes from Fitzgerald & Halliday examined the Midtown Enfield Economic Revitalization Strategy.

Todd Poole from 4ward Planning presented a PowerPoint presentation on the market analysis conducted in Enfield and from the surrounding Towns.

Discussion took place amongst the Commission.

Francisco Gomes from Fitzgerald & Halliday presented a PowerPoint presentation on an economic revitalization strategy for Thompsonville Village Center.

Discussion took place amongst the Commission.

**Adjournment**

**Motion:** Commissioner Scutt made a motion to adjourn, the motion was second by Commissioner Higley.

**Votes:** 7-0-0

**Note:** Next Regular Meeting is Thursday, October 19, 2017.

Prepared By: Raquel Ocasio

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'Richard Szewczak', is written over a horizontal line.

Richard Szewczak, Secretary

ENFIELD PLANNING AND ZONING COMMISSION  
REGULAR MEETING  
AGENDA

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THURSDAY, FEBRUARY 15, 2018 – 7:00 P.M.  
ENFIELD TOWN HALL - COUNCIL CHAMBERS  
820 ENFIELD STREET - ENFIELD, CT

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1. Call to Order & Pledge of Allegiance
2. Fire Evacuation Announcement
3. Roll Call
4. Approval of Minutes – December 21, 2017  
January 11, 2018  
January 18, 2018  
February 1, 2018
5. Public Participation
6. Bond Release(s)
7. Old Business  
Public Hearings
  - a. **PH# 2897**- 34 Park Street- Special Permit application to expand a non-conforming use to allow a family room, office, bathroom and wet bar over the garage; owner/applicant: James L. Wood; Map 092/ Lot 0083; Residential-33 Zone. (DoR: 01/04/18 MCPH: 03/08/18) To Be Tabled
  - b. **PH# 2879** – 91 Simon Road – 36-Lot Residential Open Space Subdivision and Special Permit Application for the Scantic Villages; Villages LLC., owner/applicant; Map 069/Lot 0296; Residential-44 Zone. (DoR: 12/07/2017; MCPH: 04/12/18) 35-day extension received. To Be Tabled.
8. New Business  
Public Hearing(s)
  - a. **PH# 2898** – 80 Weymouth School Road – Special Permit application to expand a non-conforming structure; Danyel & Matthew Mucci, owners/applicants; Map 068/Lot 0159; R-88 Zone. (DoR: 2/1/2018; MOPH: 4/7/2018)
9. Other Business
  - a. Presentation and Discussion of Update on the River Gateway Project
10. Correspondence
11. Commissioner's Correspondence
12. Director of Planning Report
13. Authorization for Administrative Approvals
14. Applications to be received
15. Opportunities/Unresolved issues
16. Adjournment

**Note:** Next Regular Meeting is Thursday, March 1, 2018.

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



ENFIELD PLANNING AND ZONING COMMISSION  
REGULAR MEETING  
**DRAFT MINUTES FOR COMMISSION CONSIDERATION**  
**PENDING COMMISSION APPROVAL**  
THURSDAY, FEBRUARY 15, 2018 – 7:00 P.M.  
ENFIELD TOWN HALL - COUNCIL CHAMBERS  
820 ENFIELD STREET - ENFIELD, CT

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**Call to Order & Pledge of Allegiance**

Chairman Charles Duren called the meeting to order at 7:01 PM.

**Roll Call**

Secretary Szewczak took the roll and present were Commissioners Charles Duren, Charlie Ladd, Richard Szewczak, Ken Nelson, Mary Scutt, Virginia Higley, Nicles Lefakis and Alternate Commissioners Sarah Gruber, Linda DeGray and Guillermo Salazar.

Also present were Dr. Roger J. O'Brien, Director of Planning, Raquel Ocasio, Assistant Town Planner and Elizabeth Bouley, Recording Secretary.

**Approval of Minutes** – December 21, 2017, January 11, 2018, January 18, 2018, February 1, 2018

**Motion:** Commissioner Ladd made a motion, seconded by Commissioner Lefakis, to approve the minutes from December 21, 2017 as amended.

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

**Votes:** 7-0-0

**Motion:** Commissioner Ladd made a motion, seconded by Commissioner Scutt, to approve the minutes from January 11, 2018 as amended.

The motion passed with a 6-0-1 vote, with Commissioner Lefakis abstaining.

**Votes:** 6-0-1 with Commissioner Lefakis abstaining.

**Motion:** Commissioner Ladd made a motion, seconded by Commissioner Scutt, to approve the minutes from January 18, 2018 as amended.

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

**Votes:** 7-0-0

**Motion:** Commissioner Ladd made a motion, seconded by Commissioner Scutt, to approve the minutes from February 1, 2018 as amended.

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

### **Other Business**

Commissioner Duren directed the Commission to a printout contained within their packets regarding the River Gateway Study.

Roger stated that Peter Bryanton, who secured the funds from the state to conduct this, is at the meeting tonight and has been working closely with the Planning Department on this. He went on to state that this is the first time they have had a public meeting with Francisco Gomes on this, though he has presented to the Commission in a couple of workshops.

Roger explained that the River Gateway area goes all the way from the Connecticut River and includes the train station, so the river and the train station are both gateways. He stated that what they endeavored to do was pick two or three sites in the study area, which was limited to within a half mile of the train station, and see what can be done under the existing zoning. Roger went over the existing zones within the subject area at this time and went on to state that all of the suggestions in tonight's presentation are just examples, not proposals. Roger stated that this is an opportunity to talk about the types of things the Commission might envision to take place in the area, and start the conversation about design standards.

Francisco Gomes with Fitzgerald & Halliday, Inc. addressed the Commission. He referenced the other half of the project, which was the market analysis, and stated that it was very informative to the work being performed in this half of the project. Mr. Gomes presented a Power Point presentation on the proposed River Gateway Project, beginning with an introduction to the project which reviewed information presented to the Commission in prior workshops.

Mr. Gomes showed the Commission several aerial photographs of the subject area from 1935 as well as the results of the River Gateway Land Use study that had been performed, which revealed the development types in the area to include single-family homes, duplexes, three and four-family homes, small apartments, apartments over retail/office and converted industrial apartment buildings.

Commissioner Lefakis stated that a lot of those homes were actually built by the factory, to which Mr. Gomes agreed and added that the Hartford Avenue area is one of the highest-quality housing types in the area in terms of size and quality of build.

Mr. Gomes went over the existing River Gateway zoning, which includes R-33 in the majority of the study area, SDD in the Bigelow Commons area, TV zone in corridors such as Main and Pearl Streets and the I-1 district which is the only industrial district in the study area. He went on to explain the vision for the area, which includes four districts that Mr. Gomes went over and highlighted on the map.

Mr. Gomes addressed the issue of density, explaining current densities found in the River Gateway area and how that compares to what is allowed by existing zoning.

Roger pointed out that the area of Hartford and Bigelow Avenue is zoned R-33 right now, so all of that housing there is not going to change. He went on to state that one of the things being proposed is a new zone that would make all of those houses conforming. Mr. Gomes stated that 85% of the houses in this neighborhood would have to be taken down in order to make this zone conforming,

therefore the Commission needs to ask themselves if the existing zoning is serving this neighborhood well.

Mr. Gomes stated that R-33 is highly restrictive and that any revitalization of Thompsonville will require them to look beyond this existing district and its density regulations. Roger stated that it is not so much density as design standards, as they would not actually be increasing density but rather they would just be allowing the same density to be configured in a different design.

Mr. Gomes referenced photographs taken from around the country to provide the Commission with examples of what density looks like with different types of housing.

Commissioner Gruber stated that one of the major issues about density is parking. She went on to say that that if everyone is parking on the street and it is congested, it is not a desirable place to live.

Mr. Gomes stated that right now there is no requirement for the applicant to provide parking if they can demonstrate that parking needs can be met with on-street parking or municipal resources. He added that they are going to take a look at the parking issue and try to balance between the neighborhoods being full of parking lots and ending up with streets that are congested.

Mr. Gomes discussed the value of density in the River Gateway area, explaining how density supports local businesses, adds to tax revenues and supports/is supported by transit.

Mr. Gomes went over case study sites which had been selected for review of potential redevelopment options. He reiterated that these are hypothetical scenarios rather than recommended development plans.

Roger pointed out the building on the corner of the Main/Pleasant/Chapel/Church Streets block which has Community Health Services (CHS) as a tenant. He stated that CHS may at any given time look at other alternatives, and that the majority of the other building on the aerial photo is either vacant or intermittently used. Roger stated that if the main tenant goes somewhere else, not a lot can be done there because of the parking issue. Therefore, Roger continued, this is an option for the existing owner or anyone who may want to buy the property as this site is within walking distance of the train station and the river. Mr. Bryanton confirmed that this site is 1,000 feet from the train station. Roger stated that rather than concentrate on putting houses along the river to create density around the train station, they came up with the possibility of putting houses in this area.

Mr. Gomes went over the remaining case study sites for the Commission, providing examples of how parking would potentially work in the various areas and what the densities would look like with different building types.

Chairman Duren stated that the example development in the Prospect Street area would add so much traffic to an already-bad traffic situation and asked if something would have to be done with the roadways.

Mr. Gomes replied that the traffic volumes in this area are not that high, to which Chairman Duren replied that they would be if this development was added. Mr. Gomes explained that typically a

residential unit generates an average of four trips per day, so this would amount to another hundred trips a day. He stated that this is not yet reaching densities that will cause any sort of congestion or delay.

Roger reminded the Commission to bear in mind that the number of townhouses, how they are designed, traffic flow, and everything else would be part of the standards they write into their building code and the Commission would have discretion as part of a special permit. Roger went on to state that this is a site near the train station zoned industrial which is really an anachronistic use. He stated that in a lot of instances it is not going to be a higher density, but rather it is just allowing for a more efficient use and higher productive use in terms of people having a chance to live near the train station, as well as generating more rooftops for businesses and more tax dollars for the town.

Commissioner Gruber stated that she is concerned with how wide the streets are, which she said could add to the perception of it being congested and also is a safety issue for pedestrians.

Commissioner Szewczak stated that they can also think about one-way streets.

Roger stated that right now it is zoned industrial so that if the existing user leaves, any industrial user could come in with tractor trailers going up and down the streets.

Commissioner Nelson stated that there is an ongoing business there right now with truck traffic and customers coming and going every day. He went on to say that as far as traffic goes down there, this plan would eliminate a lot of the traffic. Commissioner Nelson referenced tractor trailers that get hung up on the telephone pole on the corner of Maple Avenue and Pearl Street trying to get down there and stated that he does not see the current business leaving the area for many years to come.

Commissioner Nelson stated that every proposed area in the plan involves tearing down a business to put in residential housing. Roger added that they are not tearing down anything, but rather just creating opportunities for the market to respond. Commissioner Nelson replied that as far as the traffic pattern goes, converting an active business to residential will result in a lesser use and therefore less traffic. He stated that unless any of the proposed sites brought up were vacant lots, which they are not, there will be no increase in traffic flow.

Commissioner DeGray stated that these are just ideas that the Commission needs to think about as someday those people will not be there. She stated that perhaps doing multi-use construction and zoning it that way as opposed to just business is necessary in order for the Commission to be more forward thinking.

Commissioner Scutt added that there can be businesses on a lower level on that corner with residences above, so there are many options to consider.

Commissioner DeGray stated that the Commission can start thinking about in the future how to correct some of these streets, which were built back in the 1800s.

Commissioner Higley stated that the Commission cannot do anything about the streets, but they can make suggestions and send them to the Town Council.

Commissioner DeGray replied that the Commission has to start thinking about it, to which Commissioner Higley agreed and stated that there is a need for wider streets, sidewalks, parks and green areas.

Commissioner DeGray stated that if the train station is going to be a big focal transportation center, then adding this type of housing would be beneficial as people will be walking rather than driving.

Commissioner Ladd referenced the planning magazine which said a while back that most business sites change every 20-25 years, and this one has been in place for 35 years now. Commissioner Nelson stated that Kelly-Fradet had been in place for longer than that, to which Commissioner Ladd replied that in another 25 years the family may not even want it anymore.

Roger stated that he is trying to avoid talking about a business name as there has been no discussion with them about moving and they are currently a successful business. He went on to state that they are just exploring whether that land along the riverfront should be zoned industrial and if that is the best use for it. Roger stated that if it is left zoned the way it is, there will be more industrial on that site and that, with all of the industrial areas in town that can accommodate businesses, the Commission should perhaps try and think of what the Riverfront ought to be.

Roger stated that along the riverfront the land use vision is looking more at conservation with the access way all the way to the town hall. He stated that it is more an industrial zone that sits by itself, and that they are just thinking of putting in place opportunities that the Commission thinks are appropriate. Roger stated that as things come along the Commission needs to consider opportunities to redevelop areas, because if the current zoning is kept in place it makes it very difficult for developers who then have to come in and change the zone first thing.

Commissioner Duren stated that they already allow residential over business, which Gomes clarified is allowed in the Village Center zone. Roger explained that due to the setbacks, only a one-story building can be put in place there. Mr. Gomes stated that this particular Village Center zone is flexible but the R-33 is completely inflexible, and that they are still constrained by parking to some degree in the Village Center zone.

Commissioner Scutt asked what the difference is between River Gateway Residential 1 and River Gateway Residential 2. Mr. Gomes explained that River Gateway 2 would be envisioned as higher density and utilized the map to show where those areas would be. River Gateway 1, Mr. Gomes went on to say, is small lot single-family, townhouses and duplexes. He stated that River Gateway 2 would allow for apartment buildings and densities getting above ten units per acre and potentially allow for up to four floors. Mr. Gomes explained to the Commission various reasons for having a separate area that allows for higher buildings and more density.

Mr. Gomes showed the Commission another possible development type for Prospect Street which contained 144 apartment units and 220 parking spaces. He stated that having regulations in place that allow this type of development will create opportunities for property owners to do something different with a property.

Chairman Duren asked if it would be economically feasible to put a garage on top, to which Mr. Gomes replied that the numbers are tough in this area, since it is possible to make this project happen without building the garage. He went on to state that surface parking itself is not terribly detrimental to the neighborhood as it is backed up against the rail and not highly visible from surrounding properties or the street.

Roger stated that the Commission was given the presentation as it was as of 2:00 this afternoon, so they were not aware of any revisions that had been added since then.

Commissioner Ladd questioned how difficult it would be to market with railroad tracks running through, to which Mr. Gomes replied that there are countless examples of residential developments that are directly on or abutting railroad tracks. He added that it comes down to the quality of the construction.

Commissioner Gruber asked if it was tree buffered, to which Mr. Gomes replied that trees are being utilized as a visual barrier only and do not provide a noise barrier.

Commissioner Scutt stated that she had been inside Bigelow and the trains going by cannot be heard from within the buildings.

Commissioner Ladd stated that they were talking about putting high speed rail through there, to which Mr. Gomes replied that the high speed rail is the very long-term vision but it is actually going to be commuter rail, not high speed rail.

Mr. Gomes stated that one of the biggest issues with rail corridors is not the sound of the train, but actually the horn at grade crossings. He went on to explain that the DOT is moving toward an actuated horn system where the horn is located at the crossings rather than on the train, so the train does not have to blow a whistle all the way down the line.

Commissioner Scutt stated that this is very true as her neighborhood is behind the tracks and she can hear the train inside her house but if she is in Bigelow she cannot hear it. She went on to state that if it is constructed correctly, sound is not going to be an issue.

Mr. Gomes went over the next steps and how they will continue to develop the basic elements of an ordinance for the River Gateway area.

Roger stated that there will be elements which will be worked on separately within the framework and that this is the basis of what they are looking at. He directed the Commission to some of the photographs used in tonight's presentation and stated that it is not density per say, but rather it is the design of the houses.

Roger stated that the goal is to work with the Commission every month and to be able to do the charrettes with the public in June and have the entire process wrapped up after that.

Chairman Duren suggested that they take each of these areas and define them and move on, to which Roger agreed and stated that he hopes the Commission feels that staff is being responsive to the

direction given. Roger stated that everyone involved had been working together on this project and he looks forward to Commission comments as it moves forward.

Chairman Duren stated that the design standards help a lot.

Commissioner Szewczak stated that the Commission should recognize the size of the units, which will establish how big a family might be moving in, as well as how much flexibility the unit will have. He asked what the size of the units would be and how many bedrooms they would have, and pointed out that some people may be looking for a second residence in Enfield that does not need to be maintained.

Mr. Gomes replied that by allowing for a range of housing types they provide greater opportunity to accommodate different sizes and types of units for different types of families. Commissioner Szewczak stated that he likes having a visual of what it could look like and pointed out the different visual aspects of a building that could make it more desirable to live in.

Commissioner Gruber stated that the presentation did an excellent job of showing examples of what some of the buildings might look like, and asked Mr. Gomes if he would envision the mixed use to also be of higher density. Mr. Gomes replied that the market study tells them the strongest market is residential while retail is weak. He went on to state that bringing in more residential actually strengthens the retail market. Mr. Gomes stated that in the mixed use areas they definitely envision residential on the upper floors. He added that retail is almost exclusively on the ground floor but often includes upper floor offices. Currently, Mr. Gomes stated, there is no market for offices, so those upper floors will be residential.

Commissioner Ladd stated that bigger developments he has seen throughout the east coast have brought in foreign or large investors and do not do it piecemeal. He went on to ask how to go about getting some of that interest. Mr. Gomes replied that once you get beyond a development that is 20 units or so, you get beyond local developers and what they are able to finance. He brought up the example of a development in Bloomfield, which Roger stated has only one complaint: that they would have liked stronger design standards for what it looks like.

Roger stated that the presentation was concluded and that nothing is set in stone. He stated that they will continue to work on it and this can be modified as the Commission looks at it. Roger addressed the Commission regarding a proposed schedule of meetings to work on this project through June.

### **Correspondence**

None

### **Commissioner's Correspondence**

Commissioner Salazar stated that there was an accident last summer on Freshwater Boulevard that knocked off one of the street lights, and that lights on Freshwater Boulevard have stopped working since then. He went on to state that it is very dark at night and a safety issue for people walking through there.

Commissioner Higley suggested that he visit the See Click Fix website to report the issue.



**ENFIELD PLANNING & ZONING COMMISSION**  
**NOTICE**

The Enfield Planning & Zoning Commission will be holding a workshop to discuss River Gateway regulations:

**When:** April 12, 2018 at 7PM

**Where:** 110 High Street, Large Conference Room (Training Room)

For further information, please contact the Enfield Planning Office at (860) 253-6355.

**Note:** The next regular meeting of the Planning & Zoning Commission is Thursday April 19, 2018.

*Charles Duren, Chairman*

*Richard Szewczak, Secretary*

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ENFIELD TOWN CLERK  
2018 APR 11 PM 4:48





# TOWN OF ENFIELD

ENFIELD PLANNING AND ZONING COMMISSION  
SPECIAL MEETING WORKSHOP

## MINUTES FOR COMMISSION CONSIDERATION

THURSDAY, APRIL 12, 2018 – 7:00 P.M.  
110 High Street - ENFIELD, CT

**Call to Order & Pledge of Allegiance:** Chairman Charles Duren called the meeting to order at 7:00 p.m.

**Roll Call:** Secretary Szewczak took the roll call.

**Present Were:** Chairman Charles Duren, Commissioners Charlies Ladd, Nicles Lefakis, Richard Szewczak, Mary Scutt, Virginia Higley, Alternate Commissioners: Linda DeGray and Guillermo Salazar.

**Absent Commissioners were:** Ken Nelson and Alternate Commissioner Sarah Gruber.

**Also present:** Director of Planning Roger O'Brien

The Commission reviewed and discussed the River Gateway Study presentation.

No action took place.

**Adjournment:** motion was made to adjourn unanimously.

Prepared By: Raquel Ocasio

Respectfully Submitted,

Richard Szewczak, Secretary

RECEIVED  
ENFIELD TOWN CLERK  
2018 JUN -8 PM 12:07



**ENFIELD PLANNING & ZONING COMMISSION**  
**NOTICE**

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ENFIELD TOWN CLERK

The Enfield Planning & Zoning Commission will be holding a workshop to discuss River Gateway regulations:

2018 MAY 23 PM 3:51

**When:** May 24, 2018 at 7PM

**Where:** 110 High Street, Large Conference Room (Training Room)

For further information, please contact the Enfield Planning Office at (860) 253-6355.

**Note:** The next regular meeting of the Planning & Zoning Commission is Thursday June 7, 2018.

*Charles Duren, Chairman*

*Richard Szewczak, Secretary*





# TOWN OF ENFIELD

ENFIELD PLANNING AND ZONING COMMISSION  
SPECIAL MEETING WORKSHOP

## MINUTES FOR COMMISSION CONSIDERATION

THURSDAY, MAY 24, 2018 – 7:00 P.M.  
110 High Street - ENFIELD, CT

**Call to Order & Pledge of Allegiance:** Chairman Charles Duren called the meeting to order at 7:00 p.m.

**Roll Call:** Secretary Szewczak took the roll call.

**Present Were:** Chairman Charles Duren, Commissioners Charlies Ladd, Richard Szewczak, Mary Scutt, Alternate Commissioners: Linda DeGray, Sarah Gruber, and Guillermo Salazar.

**Absent Commissioners were:** Nicles Lefakis, Ken Nelson, and Virginia Higley.

**Also present:** Director of Planning Roger O'Brien and Assistant Town Planners: Jennifer Pacacha and Raquel Ocasio.

The Commission reviewed and discussed the River Gateway Study presentation.

No action took place.

**Adjournment:** motion was made to adjourn unanimously.

Prepared By: Raquel Ocasio

Respectfully Submitted,

Richard Szewczak, Secretary

RECEIVED  
ENFIELD TOWN CLERK  
2018 JUN -8 PM 12:07

Page 1 of 1



**ENFIELD PLANNING & ZONING COMMISSION**  
**NOTICE**

The Enfield Planning & Zoning Commission will be holding a workshop to discuss River Gateway regulations:

**When:** June 14, 2018 at 7:00 P.M.

**Where:** Enfield Room (Ground Floor), Enfield Town Hall - 820 Enfield Street, Enfield

For further information, please contact the Enfield Planning Office at (860) 253-6355.

**Note:** The next regular meeting of the Planning & Zoning Commission is Thursday June 21, 2018.

*Charles Duren, Chairman*

*Richard Szewczak, Secretary*

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ENFIELD TOWN CLERK  
2018 JUN 13 AM 9:59



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ENFIELD TOWN CLERK

2018 JUL 11 PM 3:39



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## TOWN OF ENFIELD

ENFIELD PLANNING AND ZONING COMMISSION  
SPECIAL MEETING WORKSHOP  
THURSDAY, JUNE 14, 2018 – 7:00 P.M.  
820 Enfield Street - ENFIELD, CT

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**Call to Order & Pledge of Allegiance:** Chairman Charles Duren called the meeting to order at 7:02 p.m.

**Roll Call:** Secretary Szewczak took the roll call.

**Present Were:** Chairman Charles Duren, Commissioners Charlies Ladd, Richard Szewczak, Mary Scutt, Virginia Higley Alternate Commissioners: Linda DeGray and Sarah Gruber.

**Absent Commissioners were:** Nicles Lefakis, Ken Nelson, and Alternate Commissioner Guillermo Salazar.

**Also present:** Assistant Town Planners: Jennifer Pacacha and Raquel Ocasio.

The Commission reviewed and discussed the Thompsonville Economic Development Strategy and River Gateway zoning districts and language.

No action took place.

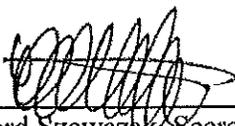
### Adjournment

**Motion:** Vice Chairwoman DeGray made a motion to adjourn, seconded by Commissioner Higley.

**Votes:** 7-0-0.

Prepared By: Raquel Ocasio

Respectfully Submitted,

  
\_\_\_\_\_  
Richard Szewczak, Secretary

Page 1 of 1

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Department of Development Services  
*Building/Community & Economic Development/Planning & Zoning*  
820 Enfield Street  
Enfield, Connecticut 06082

Telephone (860) 253-6355  
Fax (860) 253-6310

[www.enfield-ct.gov](http://www.enfield-ct.gov)



**ENFIELD PLANNING & ZONING COMMISSION**  
**NOTICE**

RECEIVED  
ENFIELD TOWN CLERK  
2018 JUN 25 PM 3:34

The Enfield Planning & Zoning Commission will be holding a workshop to discuss River Gateway regulations:

**When:** June 28, 2018 at 8:00 P.M.

**Where:** Enfield Room (Ground Floor), Enfield Town Hall - 820 Enfield Street, Enfield

For further information, please contact the Enfield Planning Office at (860) 253-6355.

**Note:** The next regular meeting of the Planning & Zoning Commission is Thursday July 12, 2018.

*Charles Duren, Chairman*

*Richard Szewczak, Secretary*





# TOWN OF ENFIELD

ENFIELD PLANNING AND ZONING COMMISSION

## MINUTES FOR COMMISSION CONSIDERATION

SPECIAL MEETING WORKSHOP

THURSDAY, JUNE 28, 2018 – 8:00 P.M.

820 Enfield Street - ENFIELD, CT

**Call to Order & Pledge of Allegiance:** Chairman Charles Duren called the meeting to order at 8:00p.m.

**Roll Call:** Secretary Szewczak took the roll call.

**Present Were:** Chairman Charles Duren, Commissioners Richard Szewczak, Nicles Lefakis, Mary Scutt, Virginia Higley Alternate Commissioners: Linda DeGray and Guillermo Salazar.

**Absent Commissioners:**, Charles Ladd, Ken Nelson, and Alternate Commissioner Sarah Gruber.

**Also present:** Assistant Town Planner: Jennifer Pacacha.

The Commission reviewed and discussed the proposed River Gateway zoning districts and language.

No action took place.

Items discussed include:

- Whether properties on the west side of South River Street should be considered RG-1 or stay RG-2
- What types of uses should be allowed in an RG-4 zone
- What density, lot and bulk requirements should be allowed in an RG-4 zone, especially pertaining to building height
- What requirements should be made of property owners looking to develop (new) along the Connecticut River
- All existing uses are grandfathered and are therefore still allowed in all River Gateway Zones. Non-conforming uses that are grandfathered cannot be further expanded unless by Special Permit approval
- Examples of Waterfront Development Presented: Wilmington, North Carolina and Boston along the Charles River

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2018 JUL 13 PM 10



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## TOWN OF ENFIELD

### **Adjournment**

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

**Votes:** 7-0-0.

Prepared By: Jennifer Pacacha

Respectfully Submitted,

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Richard Szewczak, Secretary

Page 2 of 2

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**ENFIELD PLANNING & ZONING COMMISSION**  
**NOTICE**

The Enfield Planning & Zoning Commission will be holding a workshop to discuss River Gateway regulations:

**When:** May 31, 2018 at 7PM

**Where:** 110 High Street, Large Conference Room (Training Room)

For further information, please contact the Enfield Planning Office at (860) 253-6355.

**Note:** The next regular meeting of the Planning & Zoning Commission is Thursday June 7, 2018.

*Charles Duren, Chairman*

*Richard Szewczak, Secretary*

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2018 MAY 30 AM 10:54





TOWN OF ENFIELD  
ENFIELD PLANNING AND ZONING COMMISSION  
SPECIAL MEETING WORKSHOP  
**MINUTES FOR COMMISSION CONSIDERATION**

THURSDAY, MAY 31, 2018 – 7:00 P.M.  
110 High Street - ENFIELD, CT

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ENFIELD TOWN CLERK  
2018 JUN -8 PM 12:07

**Call to Order & Pledge of Allegiance:** Chairman Charles Duren called the meeting to order at 7:00 p.m.

**Roll Call:** Secretary Szewczak took the roll call.

**Present Were:** Chairman Charles Duren, Commissioners Charles Ladd, Richard Szewczak, Nicles Lefakis, Mary Scutt, Virginia Higley, Alternate Commissioners: Linda DeGray, and Guillermo Salazar.

**Absent Commissioners were:** Ken Nelson and Alternate Commissioner Sarah Gruber.

**Also present:** Assistant Town Planner: Jennifer Pacacha

The Commission reviewed and discussed the River Gateway Study presentation.

**Motion:** Secretary Szewczak made a motion to not allow places of worship in the River Gateway I Zone, seconded by Commissioner Higley. The motion passed with a 5-2-0 vote with Commissioner Lefakis and Alternate Commissioner DeGray voting against the motion.

**Votes:** 5-2-0 with Commissioner Lefakis and Alternate Commissioner DeGray voting against the motion.

**Motion:** Secretary Szewczak made a motion to open the meeting to public participation, seconded by Commissioner Scutt. The motion passed with a 7-0-0 vote.

**Votes:** 7-0-0.

**Adjournment:** Commissioner Scutt made a motion to adjourn, seconded by Commissioner Higley. The motion passed with a 7-0-0 vote.

**Votes:** 7-0-0.

Page 1 of 2



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## TOWN OF ENFIELD

Prepared By: Raquel Ocasio

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Richard Szewczak", is written over a horizontal line.

Richard Szewczak, Secretary

Page 2 of 2

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RECEIVED  
ENFIELD TOWN CLERK

**SAVE THE DATE!!**

2018 SEP 19 AM 11:02

The Enfield Planning & Zoning Commission will be holding a public meeting to discuss the River Gateway regulations:

**WHEN:** September 27, 2018

**WHERE:** Enfield Town Hall, Council Chambers

**TIME:** 7PM

The proposed regulations and vision map are available for review in the Enfield Planning Office located on the 2<sup>nd</sup> floor of the Enfield Town Hall, or on the Enfield Planning Department website located at: <http://www.enfield-ct.gov/153/Planning-Zoning>.

*Charles Duren, Chairman*  
*Richard Szewczak, Secretary*





# TOWN OF ENFIELD

ENFIELD PLANNING AND ZONING COMMISSION  
SPECIAL MEETING WORKSHOP

## MINUTES FOR COMMISSION CONSIDERATION

THURSDAY, MAY 31, 2018 – 7:00 P.M.  
110 High Street - ENFIELD, CT

RECEIVED  
ENFIELD TOWN CLERK  
2018 JUN -8 PM 12:07

**Call to Order & Pledge of Allegiance:** Chairman Charles Duren called the meeting to order at 7:00 p.m.

**Roll Call:** Secretary Szewczak took the roll call.

**Present Were:** Chairman Charles Duren, Commissioners Charles Ladd, Richard Szewczak, Nicles Lefakis, Mary Scutt, Virginia Higley, Alternate Commissioners: Linda DeGray, and Guillermo Salazar.

**Absent Commissioners were:** Ken Nelson and Alternate Commissioner Sarah Gruber.

**Also present:** Assistant Town Planner: Jennifer Pacacha

The Commission reviewed and discussed the River Gateway Study presentation.

**Motion:** Secretary Szewczak made a motion to not allow places of worship in the River Gateway I Zone, seconded by Commissioner Higley. The motion passed with a 5-2-0 vote with Commissioner Lefakis and Alternate Commissioner DeGray voting against the motion.

**Votes:** 5-2-0 with Commissioner Lefakis and Alternate Commissioner DeGray voting against the motion.

**Motion:** Secretary Szewczak made a motion to open the meeting to public participation, seconded by Commissioner Scutt. The motion passed with a 7-0-0 vote.

**Votes:** 7-0-0.

**Adjournment:** Commissioner Scutt made a motion to adjourn, seconded by Commissioner Higley. The motion passed with a 7-0-0 vote.

**Votes:** 7-0-0.

Page 1 of 2



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## TOWN OF ENFIELD

Prepared By: Raquel Ocasio

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Richard Szewczak", is written over a horizontal line.

Richard Szewczak, Secretary

Page 2 of 2

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RECEIVED  
ENFIELD TOWN CLERK

**SAVE THE DATE!!**

2018 SEP 19 AM 11:02

The Enfield Planning & Zoning Commission will be holding a public meeting to discuss the River Gateway regulations:

**WHEN:** September 27, 2018

**WHERE:** Enfield Town Hall, Council Chambers

**TIME:** 7PM

The proposed regulations and vision map are available for review in the Enfield Planning Office located on the 2<sup>nd</sup> floor of the Enfield Town Hall, or on the Enfield Planning Department website located at: <http://www.enfield-ct.gov/153/Planning-Zoning>.

*Charles Duren, Chairman*  
*Richard Szewczak, Secretary*



ENFIELD PLANNING AND ZONING COMMISSION  
TRANSIT DEVELOPMENT WORKSHOP  
MINUTES FOR COMMISSION CONSIDERATION  
THURSDAY, SEPTEMBER 27, 2018 – 7:00 P.M.  
ENFIELD TOWN HALL - COUNCIL CHAMBERS  
820 ENFIELD STREET - ENFIELD, CT

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ENFIELD TOWN CLERK

2018 NOV 16 PM 1:13

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

Also present were Jennifer Pacacha, Assistant Town Planner; Raquel Ocasio, Assistant Town Planner and Laurie Whitten, Director of Development Services.

Chairman Duren stated that resident Steve Cogtella had submitted a note to the Commission and requested that it be included in the records. He explained how the meeting would be conducted.

Director of Development Services Laurie Whitten introduced herself and presented a PowerPoint presentation regarding the River Gateway Project. She explained the proposal to change the existing zoning to the new River Gateway zones. Ms. Whitten went through the five new proposed River Gateway Zones and explained the features of each one.

Ms. Whitten stated that most of the existing residential lots are non-conforming to the current R-33 zoning, and explained how the recommended changes will make most of the current lots conform.

Ms. Whitten went on to explain the financial components to the project, including the details and conclusions of the financial feasibility study that had been performed.

Ms. Whitten went through the regulations and requirements for the new River Gateway zones. She asked if there were any questions from the Commission; no Commissioners had any questions.

Chairman Duren requested the sign-in sheets for Public Participation.

**Public Participation**

Marty Levitz of 869 Farmington Avenue, West Hartford addressed the Commission. He stated that he owns a piece of land that lies in Gateway 4 and explained that he is unable to comply with regulations regarding frontages and lot sizes. Mr. Levitz stated that the State designated his property as transit-oriented development property, but with the restrictions of River Gateway 4 he cannot conform to what the State is saying his property should be.

Mr. Levitz expressed his concerns with the walkway requirements, stating that it is not reasonable for the expense, maintenance, insurance and liability of the walkway to fall on the landowner. He

requested that the Commission review what they are doing with this property in making it single family housing, as the State had designated it as transit-oriented development property.

Commissioner Szewczak stated that this area is in a Connecticut River Conservation Zone and went over lot size requirements for such a zone. He stated that there are a lot of contradictions and exceptions going on in the River Gateway 4 Zone that they will be discussing at a later date.

Mr. Levitz stated that the restriction on building in a conservation zone, but that conservation zone was dissolved by the State of Connecticut in October 2014. He went on to state that the only State conservation zones with riverfront restrictions exist in the seven towns located at the mouth of the Connecticut River.

Commissioner Szewczak stated that the Connecticut River Conservation Zone is in the Town of Enfield Regulations in article 8.50.

Mr. Levitz encouraged the Commission to reexamine transit-oriented development and what the State is trying to accomplish.

Ms. Whitten stated that the walkway Mr. Levitz was concerned about is no longer in the regulations. She confirmed that the State did do away with the Connecticut River Conservation Commission in October 2014 but that the Town of Enfield has their own conservation area in the zoning regulations.

Ms. Whitten explained that the State gave the town money to do the environmental study, and that the town and the State are working hand in hand on the regulations and development.

Discussion took place regarding the particulars of Mr. Levitz's specific property in Thompsonville.

Pat Gaskell, 94 South River Street, addressed the Commission. He stated that this is the first time he had seen the new changes in red and asked when these changes had been made. He stated that he is concerned with these changes showing up without a meeting to inform the public. Mr. Gaskell stated that the residents are worried about not being informed.

Ms. Whitten stated that the red wording was done that morning and is informational only, just for ease of reading. She stated that the red part is just for clarification and will not be included in the regulations. Mr. Gaskell asked if the Commission had seen this and if they are all in agreement with it.

Ms. Whitten explained that the red parts were taken from the descriptions of the Gateways. She went on to state that the red is just listing the permitted uses in each Gateway, and that the permitted uses are all located within the regulations.

Mr. Gaskell stated that River Gateway 3 is currently a commercial area and the proposal calls for it to be a walkable residential neighborhood with a diversity of housing choices. He asked why Kelly Fradet and the dry ice manufacturer that currently exist there were incorporated into this River Gateway. Commissioner Higley explained that this was done for the future, so that in a hundred years when Kelly Fradet and the dry ice manufacturer are gone, houses can be put in or the same use can be kept but not expanded.

Chairman Duren pointed out that vehicles have to get through and make difficult turns in the narrow streets, and in the future they may not want tractor trailers and delivery trucks going down there. He went on to state that access at the southern end has changed as well.

Commissioner Ladd stated that any current uses will be grandfathered in, so the businesses can stay there for as long as they want to be there.

Commissioner Nelson asked if one of the Kelly Pradet barns would be allowed to be rebuilt if it were to burn down next year. Commissioner Higley stated that it would, as it is already there and legally non-conforming.

Commissioner Szewczak stated that the Commission was looking for larger parcels, which would allow for high density residential construction.

Mr. Gaskell asked why River Gateway 1 at South River Street was changed from River Gateway 2 to River Gateway 1. Commissioner Szewczak stated that it got changed as they wanted to preserve it as open space and not have significant development.

Mr. Gaskell stated that he does not agree with open space being placed in a residential area and went on to read the EPA definition of open space.

Commissioner Szewczak questioned why zoning would need to be changed in order to allow for the town to buy up these properties and assemble them into a larger parcel. Commissioner Szewczak stated that it is really not just open space but that other things are allowed to be in there. He went on to state that residential usage can stay there if it wants to and does not necessarily ever have to change. Mr. Gaskell asked why they do not make the whole thing open space if that is the case.

Commissioner Nelson brought up the farmers in town who ended up with collapsed barns several years back due to snow. He stated that since they were not rebuilt within one year, the town refused to allow them to be rebuilt as they were too close to the road even though they had been grandfathered in. Commissioner Nelson stated that he is nervous with situations like this because if Mr. Gaskell's property burns to the ground and he cannot replace his house within a year, the town could do the same thing. He stated that Mr. Gaskell's property will become worthless if it is deemed open space.

Commissioner Nelson stated that the Commission cannot force residents to allow people to walk through their property. He stated that until the town of Enfield purchases the property, they do not have the authority to say who can walk on it and whether the owner needs to put a walkway in. Commissioner Nelson stated that there are a lot of questions that need to be answered.

Commissioner Szewczak stated that the town is not going to force anyone to have walkways along the river. He explained that the Planning Department has to plan for the future.

Commissioner Ladd stated that the ordinance had been changed and land owners now have more than one year to rebuild if something happens to their property.

Commissioner Nelson stated that the Conservation Commission wants to do the Scantic River walkway and they are going about it correctly by purchasing the property and then making their own regulations on the property.

Ms. Whitton clarified the open space requirements, stating that this is not open space like that in a subdivision, but rather this is for anything with 10,000 square feet of gross floor area. She explained that the green space or space between the buildings is supposed to be open to the public or the residents. She stated that it is not open space that will be owned by the town, but that it will be enjoyed by residents and pedestrians alike.

Commissioner Nelson stated that private property owners are going to have a problem with the public being allowed on their property.

Ms. Whitton confirmed that it is for publicly accessible open space for residents and pedestrians alike, and compared it to the public art in Rockefeller Center. Mr. Gaskell stated that he is worried about his private property being taken for public use.

Mr. Gaskell stated that the Commission needs to consider the taxpayers and property owners who are being impacted by the zoning changes. He stated that they do not want to be forced out of Enfield but the residents are feeling pressured to move out.

Jay Stradinger, 35 North River Street, stated that he had recently moved to the area and is concerned about the zoning changes and meaning of public access. He stated that there are issues of liability and security, and that making this area public access exacerbates his current problem of indigents and undesirables coming through his property. Mr. Stradinger stated that as a taxpayer he prefers the area to remain residential.

Mr. Stradinger asked if the language regarding residential properties being grandfathered in would be included in writing. Ms. Whitton stated that this is law anyway but that she is proposing for it to be included in writing as well. Ms. Whitton explained that while municipal uses are permitted, they are not at all required.

Ms. Pacacha clarified the definition of open space as it pertains to these regulations. She referenced the use tables for River Gateway 1, stating that single family homes are still allowed. Ms. Pacacha went on to explain that this would also allow someone to buy several properties and combine them to put in a park or other municipal item that the town may need. She stated that no one would be asked to allow the public onto their private property.

Commissioner Scutt stated that no one will be forced to sell their property or move, but that down the road if someone decides to sell their property there are other uses allowed besides just residential.

Mr. Stradinger asked if this would limit who he sells his property to, to which Commissioner Scutt stated that it would not. She stated that the use stays with the property until the owner wants to change it.

Commissioner Szewczak explained that it actually offers protection to the property owners, as it does not allow someone to build a higher density multi-family dwelling right next to a single family residence.

Ms. Whitton explained that a single family house may be erected with no open space requirements in a vacant lot in River Gateway 1 and are protected under this regulation. She stated that the open space is not relevant to single family homes but rather to apartment houses.

Erline Provencher, 94 South River Street, addressed the Commission, stating that she had been a resident of Thompsonville for fifty years. She stated that her property had been re-zoned several times in the fifty years she lived there and that that the town can change the zoning at any time so she was unsure what is meant by "hundred year zoning." Chairman Duren explained that this is a figure of speech to refer to planning ahead for future use.

Ms. Provencher stated that she would rather have a two or four-family home built next to her home than a park with people trespassing next to her property.

She stated that she is opposed to the open space and explained how it would impact her in terms of what she is allowed to add onto her property.

Ms. Whitton stated that a single family home is conforming and decks, sheds, garages and additions are permitted. She stated that there is no open space requirement. Discussion took place regarding Ms. Provencher being allowed to build an in-law apartment above her garage.

Ms. Provencher asked that the letter from Steve Cogtella be read out loud; Ms. Whitton read the letter as well as the attachment from Attorney Mark Branse at Halloran & Sage, LLP.

Ms. Provencher brought up additional concerns she had regarding the definition of open space, limits that the new zoning will place on homeowners and their property rights, and the impact of the project in terms of the crime and blight that already exist in the area.

Ms. Whitton addressed the issue of in-law apartments, which is not discussed in the regulations. She stated that this needs to be added if the Commission decides they should be permitted. Commissioner Higley asked if accessory apartments could be added to the use table, to which Ms. Whitton replied that they could but would need to know if the Commission wants it added to all of the zones or just one. Additional discussion took place regarding accessory apartments and in-law apartments.

Commissioner Nelson asked about the ribbon-cutting on Prospect Street, which Ms. Whitton explained occurred at 94 Prospect and they are working on cleaning up the brownfield. She stated that the town owns the parcel and a ribbon-cutting is planned prior to the start of the remediation.

Karen LaPlante, 166 North Maple Street, addressed the Commission. She asked exactly how far north and south the River Gateway zones go. Ms. Whitton stated that the map dated 6/25/18 explains this and can be made available to the public.

Ms. LaPlante brought up the property on Prospect Street by Kelly Fradet, which she stated is being sold to Kelly Fradet but does not conform to that use. She stated that this will be a problem as the owner will not be allowed to expand or develop.

Ms. LaPlante asked whether the parcel on Main Street by Yankee Bait would be considered a subdivision and fall under subdivision regulations if it is divided into four 50-foot frontages. Commissioner Ladd stated that if it is a single lot now and is divided up, the owner would have to come in for a subdivision application.

Ms. LaPlante read a portion of Section 6.3 of the regulations and asked if this means that all of the first floor apartments at Bigelow are now not allowed, to which Chairman Duren replied that these

apartments are grandfathered in. The Commission discussed Bigelow, which Commissioner Higley stated is in a special development district.

Ms. LaPlante pointed out that the map of River Gateway 5 shows frontages on Enfield Street and Alden Avenue, and asked why those streets are not included in the streets that are supposed to have commercial/retail/restaurant service and not residential.

Ms. LaPlante questioned whether parking will be an issue when it snows, stating that parking spots in a public lot cannot be reserved.

Commissioner Nelson agreed, stating that reserving a parking spot in a public roadway for a private residence is not legal unless the entire town becomes resident parking only.

Commissioner Szewczak stated that the section about retail being on the first floor should use the words "is encouraged" rather than "shall." Ms. LaPlante stated that she would rather see retail on the first floor on all of the commercial streets. Commissioner Szewczak stated that River Gateway 5 allows for higher density commercial areas, so that is what they are trying to encourage as only so much retail can be supported by a small section of town.

Ms. LaPlante stated that there had been discussion at previous meetings about having more than one structure on a lot. She asked where that is or whether it had been removed. Discussion took place regarding where in the regulations this language is located and under what circumstances multiple buildings could be built on one lot.

Commissioner Nelson explained how new fire codes make it impossible to maintain buildings with different owners that touch each other on the side yards. Discussion took place regarding whether the buildings actually touch each other.

Ms. LaPlante pointed out that there are currently two-family houses on North and South River Street but the regulations do not allow for that. Commissioner Szewczak stated that it might be easier to keep it a River Gateway 2 zone.

Additional discussion took place regarding how much time a property owner has to rebuild in the event of a fire burning a building down.

Commissioner Nelson requested that detailed minutes of the meetings be available for the public to review.

Joe Saxton, 76 South River Street, addressed the Commission. He stated that changing the R-33 zoning contributes to taking property rights from people who bought their property with the original zoning in place. He stated that the rezoning of the town under the guise of transportation is unnecessary and that the train station will not be much more than a glorified bus station. Discussion took place regarding potential future train routes and schedules.

Mr. Saxton stated that a lot of the regulations seem to be written by developers, to which Commissioner Ladd replied that this is under the advice of consultants and the state. Mr. Saxton stated that the train station will not get a lot of use based on past plans and reports, to which Commissioner Ladd replied that the towns that have train stations have been growing.

Ms. Whitton stated that East Windsor is planning for development in conjunction with transit oriented development. She added that Windsor Locks is doing the same thing.

Mr. Saxton stated that it is moving too quickly and is not very well thought out.

Ms. Whitton stated that the Commission may want to have another workshop prior to the October 13<sup>th</sup> final draft deadline for the grant. The Commission discussed scheduling for the workshop and what other applications are on the upcoming agendas.

Ms. Pacacha requested that the Commission go over what changes they would like to see to the regulations. Commissioner Nelson stated that he would want to see all of the residents' concerns addressed and asked what the grant is for. Ms. Whitton explained that the grant with the October 13<sup>th</sup> deadline is to create transit oriented development regulations in Thompsonville. She stated that the consultants have already been paid with the grant money.

Ms. Whitton listed some of the wording that she had noted as needing to be changed or clarified, including the sections on non-conforming uses, subdivisions, building massing, multiple buildings on lots, home occupations, accessory apartments, open space, permissibility of rear lots, agricultural uses.

Commissioner Szewczak stated that most of the concern for today had to do with the change of South River Street to River Gateway 1. He stated that changing it back to River Gateway 2 would solve most of the problems that were brought up today. Commissioner Szewczak went on to state that River Gateway 4 was originally supposed to allow slightly more intensive use, but that it had turned into a much more high impact development. He stated that the Commission should simplify that zone to get back to the original purpose of it, which encouraged development but not as intensive as the development in Gateway 5.

Chairman Duren stated that resident Steve Cogtella had a restaurant down on the river in the past, and that it should be allowed and encouraged.

Commissioner Higley brought up the subdivision regulations, stating that the first cut on a four-lot subdivision is as of right if the lot had never been divided before. She went on to state that there is more than one kind of subdivision.

Ms. Whitton stated that there needs to be a discussion about what parts of the subdivision regulations the Commission wants to apply to the River Gateway zone. The Commission discussed the subdivision regulations in various other areas of town and how they apply to the River Gateway zones in Thompsonville.

Commissioner Scutt stated that a lot of uses in the regulations are not defined, and that clarification is needed in order to avoid confusion. She stated that in-law apartments and accessory buildings need to be clearly defined. Commissioner Scutt outlined other areas of the regulations that need to be clarified, including the special development district for Bigelow and River Gateway 3 by Kelly Fradet.

Discussion took place regarding River Gateway 3 and the piece of land being sold to Kelly Fradet. Ms. Pacacha explained that there is a regulation that allows the expansion of non-conforming uses

with a permit which she stated would be allowed in this area. Commissioner Nelson pointed out that the regulations had not even passed yet and the Commission is already looking for exceptions.

Commissioner Ladd asked what the deadline is for getting this approved and why it cannot be changed. Ms. Whitton stated that the grant ends on October 13<sup>th</sup> and the only thing she can do is ask if there is any possibility of an extension. Commissioner Ladd stated that there had been an entire staff turnover since that time. Chairman Duren stated that the Commission was not previously aware of the deadline.

Commissioner Nelson asked how much the grant was for; Ms. Whitton stated that she is unsure of the amount. Ms. Whitton stated that Staff will call to see if they can get an extension. Chairman Duren suggested contacting town representatives or the State Senator.

Commissioner Higley asked how much of the grant had been spent and how much was left, to which Ms. Whitton replied that it had all been spent.

Commissioner Szewczak stated that the Commission can still work on it after it is turned in to the State, as it is a draft copy. The Commission discussed how to schedule possible additional work sessions in order to modify the draft copy in a timely manner.

Additional discussion took place regarding changing River Gateway 1 to River Gateway 2.

Chairman Duren stated that money had already been spent on past studies. Commissioner Nelson pointed out that these studies had resulted in dead areas of town due to rushed decisions by the Commission. Commissioner Nelson stated that he does not know who these changes benefit, and that major issues are already coming up when the Commission had not even passed anything yet.

Commissioner Higley asked what the different guidelines are for the grant. Ms. Whitten explained that the purpose of the grant is to develop guidelines that will translate into the transit oriented development. The Commission discussed the need for higher density and proper zoning in Thompsonville in order to allow for the train station.

Ms. Whitton stated that staff can have another draft available for the Commission and the public on Thursday night. She went on to state that she will call to see about the possibility of an extension.

The Commission discussed the issue of parking both for businesses and residents.

Discussion took place regarding the minutes for this meeting being recorded and available to the public.

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

Robert Lamontagne of 64 South River Street addressed the Commission. He asked about the old Gamache property, which he stated the town had purchased. He asked if the plan is for this parcel to be open space or sold. Chairman Duren stated that this is a question for the Town Council.

Mr. Lamontagne asked for clarification on the definition of open space as pertains to vagrants and drug use within the open space.

Jay Stradinger of 35 North River Street clarified that he prefers for North River to be residential and the proposal is still for municipal. Chairman Duren explained that it is still residential but that municipal is an allowed use. Chairman Duren read the allowed uses for this zone, which include municipal. Mr. Stradinger stated that he does not want municipal to be an allowed use in this zone. Mr. Stradinger stated that South River is zoned as Gateway 2, and that North River should be zoned this way as well up to the pumping station.

Commissioner Scutt stated that those uses are already allowed in R-33. She went on to state that the changes in uses need to be clearly defined, as do definitions. Chairman Duren suggested that a table with current allowable uses and proposed allowable uses side by side would be beneficial, which Commissioner Scutt agreed with.

Commissioner Szewczak stated that municipal use is allowable in every zone.

Erlene Provencher of 94 South River Street stated that the land uses are not listed on the paperwork the public is looking at, which is why the residents are confused. Discussion took place regarding how to make things clearer for the residents.

Pat Gaskell of 94 South River Street brought up the issue of open space devaluing residential property. Commissioner Higley stated that the Commission looks at health and safety but does not have any control over how something is taxed. Mr. Gaskell stated that since the Commission is zoning the area, it does have control over how it is going to be taxed. Commissioner Nelson stated that a property value may be affected by being next to an open space, depending upon what the open space is. Further discussion took place regarding the issue of open space.

Ms. Pacacha stated that the portion of South River Street was changed in order to accommodate the walkway, which is no longer being put in. She stated that the Commission could change it back to what it was before, which is River Gateway 2.

Karen LaPlante, 166 North Maple Street, stated that River Gateway 2 could result in various other uses being put in, while River Gateway 1 allows only single family houses. She went on to state that open space can go both ways.

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

Chairman Duren closed the hearing.

Ms. Whitton asked how the public found out about the meeting so that she could figure out how best to notify the public in the future. Various audience members shared how they found out about the meeting.

### **Adjournment**

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

The motion passed with a 6-0-0 vote.

**Votes:** 6-0-0

Prepared by: Elizabeth Bouley

Respectfully Submitted,



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Richard Szewczak, Secretary

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

ENFIELD PLANNING AND ZONING COMMISSION  
THOMPSONVILLE RIVER GATEWAY REGULATIONS  
*WORKSHOP AGENDA*

THURSDAY, OCTOBER 11, 2018 – 7PM  
ENFIELD TOWN HALL – ENFIELD ROOM (GROUND FLOOR)  
820 ENFIELD STREET - ENFIELD, CT

---

1. **Call to Order & Pledge of Allegiance**
2. **Fire Evacuation Announcement**
3. **Roll Call**
4. **Other Business**
  - a. Public Discussion of the Proposed River Gateway Zones & Regulations
5. **Adjournment**

RECEIVED  
ENFIELD TOWN CLERK  
2018 OCT 10 PM 4:28

**Note:** Next Regular Meeting is October 18, 2018.  
*By: Charles Duren, Chairman; Richard Szewczak, Secretary*



ENFIELD PLANNING AND ZONING COMMISSION  
ENFIELD RIVER GATEWAY WORKSHOP  
MINUTES  
THURSDAY, OCTOBER 11, 2018 – 7:00 P.M.  
ENFIELD TOWN HALL – ENFIELD ROOM  
820 ENFIELD STREET - ENFIELD, CT

RECEIVED  
ENFIELD TOWN CLERK  
2018 OCT 19 AM 10:06

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**Call to Order & Pledge of Allegiance**

Second Vice Chairman Charles Ladd called the meeting to order at 7:00 PM.

**Roll Call**

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

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

**Other Business**

a. Public Discussion of the Proposed River Gateway Zones & Regulations

Ms. Pacacha and Ms. Ocasio presented a slideshow presentation regarding the details of the Enfield River Gateway project. They went over the history of the project from 2001 to the present and compared current land uses and zoning to the proposed land uses and zoning. Ms. Pacacha concluded the presentation with a list of outstanding items and residents' concerns from the previous meeting.

Commissioner Gruber asked for clarification regarding the map for the 2013 Thompsonville Zoning Study as compared to the current River Gateway zoning map. Discussion took place regarding the differences between the 2013 Zoning Study map and the current River Gateway zoning map.

Jay Yaple, 37 Prospect Street, stated that he is supportive of the project. He gave examples of other towns that had turned their downtowns into quaint walkable areas. Mr. Yaple went on to state his safety concerns and asked how the Commission proposes to drive out crime from the area.

Commissioner Szewczak arrived at the meeting.

Ms. Ocasio stated that zoning is inter-related with multiple departments and that safety is a community development concern as well as a police concern. She stated that there are various elements that can be utilized to enhance safety once the zoning is in place.

Ms. Whitten stated that with the new zoning in place, developers will be able to come in and build more high density housing. She stated that with more people on the street, residents feel safer and the community feel is driven up.

Ms. Whitten stated that staff is currently working on a tax increment financing plan and explained how that will help the revitalization effort.

Commissioner Nelson stated that this will increase the land value in Thompsonville, which will force undesirables to other towns as they cannot afford to live there anymore, and the problem solves itself.

Discussion took place regarding how to keep crime and undesirables out of Thompsonville.

Marjorie Stradinger, 35 North River Street, stated that she is excited about the plans for Thompsonville but that she has concerns regarding municipal open space zoning. She stated that she is concerned about her property becoming 'Open Space Public Access.' Ms. Stradinger described her concerns pertaining to safety, liability and privacy.

Discussion took place regarding the use table and allowed uses in the River Gateway zones. Commissioner Nelson explained that the zoning would not impact Ms. Stradinger's property unless she sells it.

Ms. Stradinger brought up the issue of eminent domain, which Ms. Whitten stated would not be happening in this situation.

Deborah Gaskell, 94 South River Street, asked for clarification on subdivision requirements for open space. Discussion took place regarding current subdivision requirements and how they impact residents in this zone, as well as allowed uses in the various zones.

Pat Gaskell, 94 South River Street, brought up the issue of River Gateway 2 being changed to River Gateway 1 and asked why this change occurred. Ms. Whitten stated that she is unsure why the change was made and that they have the extension now which will allow them to get to the bottom of it.

Commissioner Ladd stated that nothing is in stone and that the Commission does not have to accept the suggestions of the consultants. Commissioner Szewczak stated that the proposed zoning will actually provide more protection for the residential zones.

Discussion took place regarding allowed uses within River Gateway 1 as compared to allowed uses within River Gateway 2. The Commission discussed the prospect of higher density housing along the river.

Discussion took place regarding the special permit process and the reasons behind it.

Mr. Gaskell stated that he has questions regarding the boundaries of the River Gateways, which Ms. Whitten stated have not been defined yet. The Commission discussed when the boundaries should be set in place. Mr. Gaskell suggested that South River Street be changed back to River Gateway 2.

Discussion took place regarding the proposed vision for the River Gateway area. The Commission went over the allowed uses in River Gateway 1 and River Gateway 2.

Mr. Gaskell asked how many parking spaces will exist in the train station, which Ms. Whitten stated had not been defined yet.

Mr. Gaskell brought up the issue of the proposed bike path; discussion took place regarding which zones the bike path would be in.

Mr. Gaskell asked if a home business could exist in River Gateway 1, to which Ms. Whitten replied that it is allowed, but is not represented on the chart. She went on to explain that this could be added to the chart and that any current uses will be grandfathered.

Mr. Gaskell asked why various services in River Gateway 4 are not permitted. The Commission discussed the allowed uses in River Gateway 4 as well as the other River Gateways.

Iлона Levitz, North River Street, asked about the tax increment financing and whether it will be part of this project. Ms. Whitten explained that it is in progress and once it is adopted through the Town Council it will only be for the Thompsonville area. She stated that she anticipates it to happen in six months at the earliest. Ms. Levitz asked if staff is looking for grants, to which Ms. Whitten replied that they are not.

Mr. Gaskell stated that the situation with the Enfield Community Development Center (ECDC) hurt Thompsonville and that the residents want this project done correctly.

Additional discussion took place regarding allowed uses in the various River Gateways and the overall vision for the River Gateway Project.

Ms. Whitten stated that the current final drafts and maps are online. She asked residents to look at these documents and email staff to let them know what they would like to see changed. Ms. Whitten stated that the final draft will have to be completed by the end of January, 2019. Discussion took place regarding the schedule for upcoming meetings and workshops.

Karen LaPlante, 166 North Maple Street, stated that there should be some sort of size on the subdivisions. Ms. Whitten stated that the subdivisions will be addressed.

## **Adjournment**

**Motion:** Commissioner Gruber made a motion, seconded by Commissioner Higley, to adjourn.

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

**Votes:** 7-0-0

Prepared by: Elizabeth Bouley

Respectfully Submitted,



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



ENFIELD PLANNING AND ZONING COMMISSION  
THOMPSONVILLE RIVER GATEWAY REGULATIONS  
*WORKSHOP AGENDA*  
THURSDAY, NOVEMBER 8, 2018 – 7PM  
ENFIELD TOWN HALL – ENFIELD ROOM (GROUND FLOOR)  
820 ENFIELD STREET - ENFIELD, CT

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1. **Call to Order & Pledge of Allegiance**
2. **Fire Evacuation Announcement**
3. **Roll Call**
4. **Other Business**
  - a. Public Discussion of the Proposed River Gateway Zones & Regulations
5. **Adjournment**

RECEIVED  
ENFIELD TOWN CLERK  
2018 NOV -5 PM 3:05

**Note:** Next Regular Meeting is November 15, 2018.  
*By: Charles Duren, Chairman; Richard Szewczak, Secretary*



ENFIELD PLANNING AND ZONING COMMISSION  
SPECIAL MEETING  
ENFIELD RIVER GATEWAY WORKSHOP  
MINUTES  
THURSDAY, NOVEMBER 8, 2018 – 7:00 P.M.  
ENFIELD TOWN HALL – ENFIELD ROOM  
820 ENFIELD STREET - ENFIELD, CT

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RECEIVED  
ENFIELD TOWN CLERK  
2018 NOV 16 PM 1:13

**Call to Order & Pledge of Allegiance**

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

**Roll Call**

Secretary Szewczak to the roll and present were: Chairman Duren, Commissioners Mary Scutt and Richard Szewczak and Alternate Commissioner Linda DeGray.

Absent Commissioners were: Charles Ladd, Nicles Lefakis, Virginia Higley, and Ken Nelson.

Absent Alternate Commissioners were: Sarah Gruber and Guillermo Salazar.

Chairman Duren seated Alternate Commissioner Linda DeGray.

Also present were Jennifer Pacacha, Assistant Town Planner; Raquel Ocasio, Assistant Town Planner, and Laurie Whitten, Director of Development Services

**Other Business**

a. Public Discussion of the Proposed River Gateway Zones & Regulations

Assistant Town Planners Ms. Pacacha and Ms. Ocasio presented revised language for the River Gateway regulations. The Commissioners and public audience were provided a copy of the River Gateway regulations and the River Gateway area map.

Director of Development Services Ms. Whitten explained that the River Gateway map will be revised for the next workshop.

Commissioner Szewczak stated that the Freshwater pond area is already developed and perhaps consider absorbing the area in to either River Gateway 2 or 5.

Commissioner Szewczak suggested that the lot and bulk requirements for River Gateway number 4 and number 1 be revised, as 4,000 sq. ft. is too dense for the area. The intent was not to make little cottage style homes along the CT River. The area along the river is currently zoned Residential 33 (R-33).

Changes were made Table 6.2 to reflect the desires of the public and Commission.

Karen LaPlante suggested that Section 6.3 River Gateway Requirements be revised as the language stated that a Special Permit be required for any demolition or substantial demolition of the exterior of any structure. Language such as voluntary, uncompromised, and structural sound building be

incorporated into the regulation to differentiate between involuntary demolition such as fire damage or a natural disaster.

A member from the public suggested that there be language pertaining to existing non-conforming structures.

A member from the public suggested that Section 6.9 Public Amenity number 6 be revised to reflect the meaning of off-site public amenities within the River Gateway or municipal property in the River Gateway zone.

Planning staff stated that definitions will be provided at the next workshop meeting.

No motions or actions were taken.

### **Adjournment**

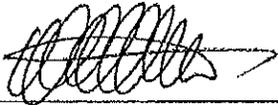
**Motion:** Commissioner Scutt made a motion to adjourn, seconded by Commissioner DeGray.

The motion passed with a 4-0-0 vote.

**Votes:** 4-0-0.

Prepared by: Raquel Ocasio

Respectfully Submitted,



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

ENFIELD PLANNING AND ZONING COMMISSION  
**THOMPSONVILLE RIVER GATEWAY REGULATIONS**  
**WORKSHOP AGENDA**  
THURSDAY, NOVEMBER 29, 2018 – 7:00 PM  
ENFIELD TOWN HALL – ENFIELD ROOM (GROUND FLOOR)  
820 ENFIELD STREET - ENFIELD, CT

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1. **Call to Order & Pledge of Allegiance**
2. **Fire Evacuation Announcement**
3. **Roll Call**
4. **Other Business**
  - a. Public Discussion of the Proposed River Gateway Zones & Regulations
5. **Adjournment**

RECEIVED  
ENFIELD TOWN CLERK  
2018 NOV 28 AM 9:07

**Note:** Next Regular Meeting is October 18, 2018.  
*By: Charles Duren, Chairman; Richard Szewczak, Secretary*



ENFIELD PLANNING AND ZONING COMMISSION  
SPECICAL MEETING  
ENFIELD RIVER GATEWAY WORKSHOP  
MINUTES  
THURSDAY, NOVEMBER 8, 2018 – 7:00 P.M.  
ENFIELD TOWN HALL – ENFIELD ROOM  
820 ENFIELD STREET - ENFIELD, CT

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RECEIVED  
ENFIELD TOWN CLERK  
2018 NOV 16 PM 1:13

**Call to Order & Pledge of Allegiance**

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

**Roll Call**

Secretary Szewczak to the roll and present were: Chairman Duren, Commissioners Mary Scutt and Richard Szewczak and Alternate Commissioner Linda DeGray.

Absent Commissioners were: Charles Ladd, Nicles Lefakis, Virginia Higley, and Ken Nelson.

Absent Alternate Commissioners were: Sarah Gruber and Guillermo Salazar.

Chairman Duren seated Alternate Commissioner Linda DeGray.

Also present were Jennifer Pacacha, Assistant Town Planner; Raquel Ocasio, Assistant Town Planner, and Laurie Whitten, Director of Development Services

**Other Business**

a. Public Discussion of the Proposed River Gateway Zones & Regulations

Assistant Town Planners Ms. Pacacha and Ms. Ocasio presented revised language for the River Gateway regulations. The Commissioners and public audience were provided a copy of the River Gateway regulations and the River Gateway area map.

Director of Development Services Ms. Whitten explained that the River Gateway map will be revised for the next workshop.

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Commissioner Szewczak suggested that the lot and bulk requirements for River Gateway number 4 and number 1 be revised, as 4,000 sq. ft. is too dense for the area. The intent was not to make little cottage style homes along the CT River. The area along the river is currently zoned Residential 33 (R-33).

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incorporated into the regulation to differentiate between involuntary demolition such as fire damage or a natural disaster.

A member from the public suggested that there be language pertaining to existing non-conforming structures.

A member from the public suggested that Section 6.9 Public Amenity number 6 be revised to reflect the meaning of off-site public amenities within the River Gateway or municipal property in the River Gateway zone.

Planning staff stated that definitions will be provided at the next workshop meeting.

No motions or actions were taken.

### **Adjournment**

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

The motion passed with a 4-0-0 vote.

**Votes:** 4-0-0.

Prepared by: Raquel Ocasio

Respectfully Submitted,



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

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ATTN: April 1 (800) 237-3606 x 257

DATE: 12/21/18

FROM: Enfield Planning Department, Phone# 253-6355; [jpacacha@enfield.org](mailto:jpacacha@enfield.org)

PLEASE PUBLISH THIS LEGAL NOTICE IN THE JOURNAL INQUIRER on **SATURDAY DECEMBER 22, 2018 and TUESDAY JANUARY 1, 2019.**

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**LEGAL NOTICE**

The Enfield Planning & Zoning Commission will hold Public Hearings on Thursday January 3, 2019, at 7:00 p.m., in the Town Hall Council Chambers, 820 Enfield Street, Enfield, CT, concerning the following applications:

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

Dated this 22<sup>nd</sup> day of December 2018. Charles Duren, Chairman. Information is available at the Enfield Planning Office, Enfield Town Hall.



ENFIELD PLANNING AND ZONING COMMISSION  
REGULAR MEETING  
AGENDA  
THURSDAY, JANUARY 3, 2019 – 7:00 p.m.  
ENFIELD TOWN HALL - COUNCIL CHAMBERS  
820 ENFIELD STREET - ENFIELD, CT

1. **Call to Order & Pledge of Allegiance**
2. **Fire Evacuation Announcement**
3. **Roll Call**
4. **Staff Report**
  - a. Town Attorney
  - b. Zoning Enforcement Officer Report
5. **Approval of Minutes**
  - December 20, 2018- Regular Meeting
6. **Public Participation**
7. **Bond Release(s)**
8. **Old Business**
9. **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.
  - 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)
  - 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)
  - d. **Thompsonville District Zoning Regulation**- In response to the Transit Oriented Development (TOD) study.
10. **Other Business**
    - a. Election of CRCOG Liaisons
  11. **Correspondence**
    - a. 2019 Land Use Commission, Agencies, and Board Schedule
  12. **Commissioner's Correspondence**
  13. **Director of Planning Report**
  14. **Authorization for Administrative Approvals**
  15. **Applications to be Received**
  16. **Opportunities/Unresolved Issues**
  17. **Adjournment**

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

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

RECEIVED  
ENFIELD TOWN CLERK  
2018 DEC 27 PM 4: 37

DoR – Date of Receipt

MAD – Mandatory Action Date (65 days after Date of Receipt or close of Public Hearing)

MOPH – Mandatory Open Public Hearing Date (65 days after Date of Receipt)

MCPH – Mandatory Close Public Hearing Date (35 days after opening the Public Hearing)



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

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**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

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,

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Richard Szewczak, Secretary

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

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



RECEIVED  
ENFIELD TOWN CLERK  
2019 JAN -4 PM 12:10

VOTES OF THE MEMBERS PURSUANT  
TO CGS, SECTION 1-255 (A)  
ENFIELD PLANNING AND ZONING COMMISSION  
REGULAR MEETING  
THURSDAY, JANUARY 3, 2019 – 7:00PM  
ENFIELD TOWN HALL - COUNCIL CHAMBERS  
820 ENFIELD STREET - ENFIELD, CT

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Chairman Duren called the meeting to order at 7:00 p.m.

Secretary Szewczak took the roll and present were Chairman Charles Duren, Commissioners, Charles Ladd, Mary Scutt, Ken Nelson, Virginia Higley, Richard Szewczak, and Alternate Commissioners Linda DeGray.

Absent Commissioner was Nicles Lefakis and Alternate Commissioner Guillermo Salazar.

Chairman Duren seated Alternate Commissioner DeGray.

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

**Approval of Minutes**

- December 20, 2018-Regular Meeting

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

**Votes:** 7-0-0

**New Business:**

**Public Hearings**

- 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.

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

**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.

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

**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).

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

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**

**Motion:** Secretary 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.

**Votes:** 7-0-0

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

**Votes:** 7-0-0

**Other Business**

**a. Election of CRCOG Liaisons**

**Motion:** Commissioner Nelson made a motion to nominate Commissioner Scutt to become the CRCOG liaison, seconded by Alternate Commissioner DeGray.

**Votes:** 7-0-0

**Motion:** Secretary Szewczak made a motion to nominate Alternate Commissioner DeGray to become the assistant CRCOG liaison, seconded by Commissioner Nelson.

**Votes:** 7-0-0

**Authorization for Administrative Approvals**

- a. **PH # 2933-25** Hazard Avenue- Special Permit application for the demising of the 40,600 sq. ft. store location to be separated into 2 separate tenant unit spaces to allow for retail stores and personal services; Paramount Realty Services, Inc, Owner/Applicant; Map 45/ Lot 0008; Business Regional (BR) zone.

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

**Votes:** 7-0-0

**Adjournment**

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

**Votes:** 7-0-0



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ATTN: April 1 (800) 237-3606 x 257

DATE: 01/04/19

FROM: Enfield Planning Department, Phone# 253-6355; [jpacacha@enfield.org](mailto:jpacacha@enfield.org)

PLEASE PUBLISH THIS LEGAL NOTICE IN THE JOURNAL INQUIRER on **SATURDAY JANUARY 5, 2019.**

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**LEGAL NOTICE**

The Enfield Planning & Zoning Commission held Public Hearings on Thursday January 3, 2019 and took the following actions:

- 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. **Tabled until February 14, 2019**
- 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. **Approved with Conditions.**
- 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). **Denied**
  - a. **Thompsonville District Zoning Regulation-** In response to the Transit Oriented Development (TOD) study. **Approved as Amended.**

Dated this 5<sup>th</sup> day of January 2019. Charles Duren, Chairman. Information is available at the Enfield Planning Office, Enfield Town Hall.





## TOWN ATTORNEY'S OFFICE

TO: Raquel Ocasio, Assistant Planner  
FROM: Maria S. Elsdon, *[Signature]* Acting Town Attorney  
DATE: December 26, 2018  
SUBJECT: Thompsonville District Regulations—**Expedited *Partial* Review**

As discussed earlier today with Director of Development Services Lauren Whitten, because time is of the essence, the above-referenced Regulations have been provided with an expedited but only *partial* review. Accordingly, the comments and recommendations below are incomplete.

This office typically recommends that consistent format and font size be used; and, that basic punctuation be observed. Like any Zoning Regulation revision, these District Regulations should be harmonious with the existing Zoning Regulations. The draft regulations should be reviewed to ensure internal consistency. The Definitions section should be integrated within the Zoning Regulations rather than in a separate section or chapter.

*In almost all cases, throughout the document, I suggest you carefully review your use of the word "should", which by its nature is optional. Do you, or does the Commission, intend to say "shall" or "must" rather than "should"? "Will" and "shall" are also inconsistently used. For consistency, and for purposes of statutory construction, the same word should repeatedly be used to express the same meaning. If a different word is used, the assumption for purposes of interpreting the regulation is that a different meaning is intended. If the language is intended to be mandatory, I recommend "must" or "shall", not "may" or "should." I further suggest a document scan for each such word so that there is no mistake about what you and the Commission intend.*

Page 1.

1. **Section 6.0 Purpose.** First line, to reflect where each District is identified/located, between "Thompsonville Districts" and "is to encourage", insert: "each of which is identified on the Zoning Map,".
2. **Section 6.1 Area and Bulk Requirements**
  - Paragraph 1. Line 2. Replace "indicated" with "provided".
  - Paragraph 2.
    - Line 1. Delete "In addition," and delete "as well as any".
    - Line 3. Delete "indicated below".
    - Line 4. Replace "set forth in the following table" with "provided in Table 6.1".

To: Raquel Ocasio  
Re: Thompsonville District Zones

Date: December 26, 2018  
Page: 2 of 3

**Page 2. Section 6.1.1**

Subsection 1. Before "Commission" insert "The" for consistency throughout the Regulations.

Subsection 3.i) defines "unenclosed front porch/balcony." *Unless this definition pertains only to this section*, I recommend that all definitions appear within section 2.30 of the Regulations, the Definitions Section, so that they are easily located.

Subsection 3. ii) is "non-enclosed" the same as "unenclosed"? If it is, the same word should be used. If it isn't, the words should be defined.

**Page 3. Section 6.1.1 Notes to Table 6.1**

Subsection 8. Replace "per" with "provided in".

**Page 5. Section 6.2.1**

Subsection 4. Revise the reference to the general statutes. "CGS 8.2 and CGS 8-3e" should be replaced with either "Conn. Gen. Stat. §8-2 and §8-3e, as amended" which is correct legal citation or "sections 8-2 and 8-3e of the Connecticut General Statutes, as may be amended from time to time" which is how the statutes have historically been cited in other parts of the Regulations.

Subsection 10. This sentence referencing footnote 10 from table, may be unclear: "Shall comply with Section 4.40 with exception of lot and bulk requirements which shall be compliant with standards in Table 6.1." In some cases, you have used the word "must" to reflect the mandatory nature of the requirement. Is that the case here? While "shall" is often mandatory and "may" is discretionary, there is no question with "must."

**Page 6. Section 6.2.1**

Subsection 12. This sentence is unclear: "Review Section 4.50.10 Temporary Conversion to Allow Accessory Apartments. Accessory Apartment must be attached to the home as they cannot be located over a detached garage/accessory building."

Subsection 13.

The first sentence provides, "Adult/Child Daycare Facilities are not *located* within a single-family home." Do you mean *permitted*?

In the third sentence, change the word "is" to "are".

**Section 6.3 Thompson District 5 Requirements**

Subsection 1.

Line 1. Replace "in this district" with "within Thompsonville District 5".

Line 2. Delete "within the Thompsonville District 5".

Subsection 2. Line 2. Replace "encourage" with "encouraged".

**Page 7. Section 6.6 Site Access and Circulation**

Use of the phrase "should be" in most of these sentences is somewhat vague and subjective. Do the applicant and the Commission have enough objective guidance? If these criteria related to site access and circulation are too optional, will your goals be met? I suggest that the criteria either be mandatory ("must" or "shall") or include objective criteria to determine whether they are adequate.

**Page 7. Section 6.7.1 New Construction**

Subsection 1. What exactly are "patterns and rhythms"? Is this a Planning term of art?

To: Raquel Ocasio  
Re: Thompsonville District Zones

Date: December 26, 2018  
Page: 3 of 3

Overall, see earlier comments to Section 6.6—there is inconsistency re “should”, “shall”, and “will”; “should” is the weakest and not language typically used in an ordinance. I suggest that in subsections 1, 2, and 2 (iii) replace “should” with “shall”; and in subsection 3, replace “will” with “shall.”

Page 10.

#### **Section 6.10 Landscaping Standards**

The first sentence provides “Landscaping *shall* comply with Section 10.20.A *except as specified below*.” (Emphasis added.) The list that follows the sentence contains mostly should and a few “shalls.” Given that subsections 6, 7, and 8 have shalls, should we presume that these requirements are more stringent than Section 10.20.A?

Page 11.

#### **Section 6.11 Outdoor Lighting Standards**

Subsection 6. Replace “is” with “are”.

#### **Section 6.14 Nonconforming Structures and Uses**

See comment re statutory reference under page 5, section 6.2.1 above. Cite the revised statute rather than the Public Act *if the statute now reflects enacted changes*.

Pages 12 and 13.

#### **Definitions**

As noted above, it is recommended that proposed definitions be 1) reviewed for consistency with the existing Definitions of the Zoning Regulations; and 2) integrated alphabetically therein. To the extent that these new definitions include existing definitions, are they intended to *replace* the existing definitions? For example:

- Number 2. Open Space (see existing 2.30, number 71);
- Number 9. Commercial Recreation (see existing 2.30, number 21);
- Numbers 11., 12. Day Care Facilities (see existing 2.30, numbers 29-32, inclusive);
- Number 17. Personal Services (see existing 2.30, number 74);
- Number 18 Accessory Apartments (see existing 2.30, number 1);
- Add *Unenclosed Front Porch* or *Unenclosed Front Balcony* from Section 6.1.1 3. i).

c: Lauren P. Whitten, Director of Development Services

K: Planning/Regulations, Thompsonville District, 12-26-18

