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MINUTES
ENFIELD PLANNING AND ZONING COMMISSION
REGULAR MEETING
THURSDAY, FEBRUARY 4, 2016 – 7:00 P.M.
ENFIELD TOWN HALL – COUNCIL CHAMBERS
820 ENFIELD STREET – ENFIELD, CT

REGULAR MEETING 7:00 P.M.

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

Present were Chairman Charles Duren, Commissioner’s Elizabeth Ballard, Nicles Lefakis, Charles Ladd, Mary Scutt, Linda DeGray, and Richard Szewczak.

Absent were Commissioner Peter Falk and Commissioner Alan Drinan.

Also present was Roger J. O’Brien, Town Planner.

Alternate Commissioners Linda DeGray and Richard Szewczak were seated for the absent commissioners.

4. Approval of Minutes
 - a. January 21, 2016 regular meeting
5. Staff Reports
 - a. Town Attorney - None

b. Zoning Enforcement Office (in person)

Mrs. Virginia Higley addressed the commission and informed them that the town has successfully transitioned to the View Permit software and they should be getting a more detailed report for building permits that she has signed off on.

She reported to the commission her monthly report in detail; 90 Elm Street is doing well and she has been checking on this; 126 Winwood Drive was for a consulting business; 103 Fairfield was for a club where the president kept all the records at his house; 531 Hazard Avenue was private music lessons, and 13 Gordon Avenue is being worked on. She said that there were lots of signs and banners this time which are noted in the monthly report.

Mrs. Higley stated to the commission specifically that the new software is looking good but there are a few bugs which she is going to discuss with Mr. Roger O'Brien and how to make the system work easier for those who use it, which is a work in progress.

Mrs. Higley then discussed 12 Gordon Avenue where the gentleman was denied a rooming house at a prior meeting and stated that a social worker has become involved and they are trying to find homes for the two occupants that are still there.

Mrs. Higley's final topic for discussion was the list of zoning cases that Rick Rachele has been working on. She stated that he has created a spreadsheet which is pretty self-explanatory. He is very good at going out and taking pictures and talking to the people involved and has developed a good rapport with them.

Chairman Duren asked if 13 Gordon Avenue was the same person that was running the rooming house and Mrs. Higley said it was not. She stated this is a lady who is running a courier service who picks up and delivers packages or such to specific clients. There are no deliveries to the house.

Mr. Roger O'Brien informed the commission that with respect to Rick Rachele he is not just an inclusive zoning inspector but he is a code inspector, of which there are three and they are also having him trained on multiple codes.

Mr. O'Brien also informed the commission that the 12 Gordon Avenue cease and desist has actually gone out and the time for appeal has passed. He has since received a fine notice which he has appealed. He has also not applied for anything else.

Mrs. Higley stated that the first large violation that had a hearing and the hearing officer upheld what the department decision and the fine went out today and it was over \$40,000.00; so these fines will get people's attention.

6. Public Participation

Chairman Duren asked if anyone from the audience would like to come forward and address the Commission. This was asked several times and no one came forward.

7. Bond Release(s) – None

8. New Public Hearing(s)
Reading of Legal Notice

- a. PH #2832 – Special Use Permit to convert a portion of previous school to twenty one-bedroom apartments located at 90 Alden Avenue; Zone District TVC; Map 28/Lot 17; St. Adalbert's Church Corporation of Thompsonville owner/applicant. DoR: 1/7/2016; MOPH: 3/12/2016.

Commissioner Lefakis took the roll and present were Chairman Charles Duren, Commissioner Elizabeth Ballard, Commissioner Nicles Lefakis, Commissioner Charles Ladd, Commissioner Mary Scutt and Alternate Commissioners Linda DeGray and Richard Szewczak. Chairman Duren stated for the record that Commissioner DeGray and Commissioner Szewczak would be sitting in for the absent commissioner.

Attorney Leonard Jacobs of Jacobs, Walker, Rice & Barry LLC at 148 Main Street Manchester, CT addressed the commission. Also present was Father John Weaver the Pastor of St. Adalbert's Church and William Bellock from Bellside Development.

Chairman Duren stated that for clerical reasons there were no minutes or notes from the ART for the application, no notes from the fire department, police department, water pollution control, or health department and therefore he thinks that maybe the commission would be continuing this hearing. Mr. O'Brien stated that the minutes from the ART were in the file and Chairman Duren said that they did not have them and they have to make the decision and they like to see all the information.

Attorney Jacobs addressed the commission and stated that they had come before the commission to represent the applicant, St. Adalbert's Church Corporation of Thompsonville. He stated that currently on the property there is the school building, the rectory, the church, and the former convent; the church and the rectory are still in use at

the present time. The school building which is the subject of the application has been vacant for some time as well as the convent. He stated that the school building was constructed, he believes, in 1958 and was in use until about 2007 when it closed due to a decline in enrollment and therefore; the purpose of this application is to take the school and turn it back into a productive use. He informed the commission that they have been to the zoning board of appeals and have been granted variances concerning the basement of the building, the number of units, and the number of parking spaces which are listed in the assistant planner's report. Attorney Jacobs stated that they previously filed an application with planning and zoning to subdivide the property into four lots which was approved and these are shown on the map where lot 1 has the former school on and is the primary concern of the application. He stated that they are mindful of section 5.40 and the recommendations of the Thompsonville Village Center and the plans have been reviewed by them and the administrative review team who have all issued favorable reports. They are now asking the commission to approve a special use permit application to turn the former school building into a residential property and they have followed all the steps that are required. He stated that they are dealing only with the school part of the building which is the front portion of the building and will not be changing the footprint. Of note for the record, in the rear on a few of the parking spaces parts of them are on property that are retained under the ownership of the church who have granted an easement to them which has been submitted into the record so that all of the spaces are either on their property or there is an easement to allow the people in the residential properties to park there. He also said that there is an existing garage on the property which will remain for storage but that they are going to allow one bay of the garage to continue to be used by the church. He stated that in regard to the building itself the existing brick will remain but the single pane uninsulated glass and uninsulated metal panels will be removed and replaced with wood wall and vinyl siding and trim to be modernized. He stated that each unit would have a sliding glass door entering onto a patio and each patio will be private. All the units will be energy efficient and the building will be fully sprinklered. There will also be an onsite office, a common area/meeting room, a laundry room, and tenant storage spaces in the basement. He stated that the units will be heated by individual heat pumps and the condensers will be on pads mounted outside of the building and screened by new landscaping.

Attorney Jacobs also informed the commission that the gymnasium in the back of the building is still there and is not part of the application. He stated that they have no use for the gymnasium at this time.

Commissioner Scutt asked the about the storage tank as it is on the list of possible contaminated sites and wanted to know specifically what is going on with that.

Mr. William Bellock responded and said that Aegis Environmental Services in Wethersfield is their environmental contractor and they have started the filing with the State of Connecticut to remove the tank. He said there was some remediation done and the listing commissioner Scutt mentioned was done quite some time ago and that there was a leak in the pipe from the school but now there will be a closure statement, so it will be remediated and the tank will be removed as part of this development.

Commissioner Scutt also asked if there was a report from the fire marshal and Mr. Bellock stated that going back to the ART they responded as far the application to the concerns that were raised in the report and had the sewer lines filmed and noted them on the plans. He said to answer their questions; the fire marshal did have comments in the ART report which they did respond to. Mr. O'Brian stated that the fire department at the ART meeting on July 29th said that he would like to know the location of the sprinkler system and the fire department connection access to fire hydrants along with the dumpster having a clear width of ten feet. Mr. Bellock stated that the dumpster was moved to a different location, and the sprinkler location will be determined by the sprinkler contractor and he is pretty sure it will be located by the front door. Chairman Duren stated he was concerned about the turnaround space and the parking. Mr. Bellock responded and said there is no parking in the driveway and the parking lot itself actually has fewer parking spaces as it has today. He also said there was nothing in the fire department's report as far as turning radius.

Commissioner Scutt asked what the applicants understanding was for the variance given by the ZBA for creating 20 units as she does not believe the ZBA was giving them a variance to allow them to build 20 units. Attorney Jacobs stated that the ZBA had the plans in front of them and therefore knew what they were asking. Mr. Bellock stated that the variance he believes was saying that they could have more than one, not twenty but more than one and then there application is for 20 units.

Commissioner Scutt also asked if they calculated in the parking spaces for the office unit and Mr. Bellock said that this is just a management office and not a business office which would only have one part-time person staffing it.

Commissioner Scutt stated to the applicant that it was up to the commission to decide how many units and what the requirement is going to be for density in Thompsonville. Mr. O'Brien said that what seems to be the confusion is that the plans the applicant showed to the ZBA showed 20 units but there is a section in the regulations that says within the Thompsonville district the density is up to the commission. Mr. O'Brien also said that he concurs with the commission in that for a special permit they can approve

less than 20 units. He stated that the applicant followed the correct process but the variance they received allows them up to 20 units and the decision is then up to the commission on exactly how many units.

Commission Ladd stated that they are still dealing with the density in Thompsonville and do not want to set a precedent; so far they have only allowed 16 units.

Commissioner Scutt stated that she had concerns with how many parking spaces there were for the units and Attorney Jacobs responded to the commission and said that in the TV-C zone the parking requirement is one per unit and they are meeting that requirement so he feels that the commission should not then reduce the number of spaces after they have met the requirements in the regulations. Mr. Bellock stated to the commission that they made plans for 20 units and they have 22 parking spaces with each unit having one parking space and two additional parking spaces over what is required. He also said that when you have such things as birthday parties and so forth there will never be enough parking spaces but they have met the requirements and their design was around the standard of one space per unit.

Commissioner DeGray asked Mr. O'Brien if the fire marshal was okay with the 20 units in that area and Mr. O'Brien said he did not raise any questions or make any comments about the number of units. Mr. O'Brien said the only comments were about the location of the sprinkler and the distance from the dumpster.

Commissioner DeGray then discussed the possibility of the gymnasium being used in the future somehow and how could it be utilized without parking being available to it.

Mr. O'Brien responded and said that he had a conversation with Peter Bryanton about the gymnasium backing up to the town ball field and the town hall parking lot and whether or not the gymnasium could possibly be used by town recreational services at some point and if so people could park off hours in the town hall parking lot.

Chairman Duren said that Commissioner DeGray is correct in that the fire department does not usually like empty buildings and Mr. O'Brien stated that whatever happens to the gymnasium it would have to come back to the commission.

Mr. O'Brien stated that he has seen similar situations like this in the past and they could have called the gymnasium an amenity and then come back later with a plan.

Mr. Bellock addressed the commission and stated that the gymnasium was used by the town for quite some time for recreation. He said that he would like to keep it a

gymnasium but it is a large amenity for 20 one-bedroom units and the intent of separating it was to say they have this beautiful facility that is contiguous to town hall with additional land with the site but if it does not work they will just tear it down.

Commissioner Szewczak asked the applicant if there was any restriction as to who could live in this facility and Mr. Bellock said there was not and it is a market rate one-bedroom unit. Commissioner Szewczak asked about the size of the unit and whether there would be families living there and Mr. Bellock said that the market for one-bedroom units is overwhelming.

Commissioner Ladd asked if there was an income level attached to the financing on these units and Mr. Bellock said that it is not being designed as a low income or income restricted development but he would not be surprised if there were not some voucher tenants in them.

Chairman Duren opened public hearing PH #2832 to the public and asked if anyone from the audience would like to speak in favor or against the application.

Mr. Walter Kruzel from 21 Charnley Road who is a parishioner addressed the commission and stated that with regards to the concern with the parking, when the gym was being used in the past all event parking was done across the street and he feels it is a mute issue because they are not talking about the gymnasium in this application. He said that this building does not contribute any taxes at this point and if approved it will go onto the tax roll as well as bring twenty additional people to Thompsonville. He also said that the building is eroding and they need to get something done.

Mr. Walter Wachowski, who is also a member of the parish and a trustee came before the commission. He stated that this building is deteriorating and there have been several attempts to sell it without success and if they do not bring this to fruition he thinks the building will fall apart. He stated that this has been a long process and he hopes it comes to an end soon.

Ms. Karen LaPlante from 166 North Maple Street, who is also a property owner in Thompsonville on Russell Street, came before the commission. She said that she has a couple of concerns and that in the presentation they said the windows were going to be replaced and she hopes that the commission ensures that they fit in with the historic reality of the church area. Ms. LaPlante also said that she does not know how many adjacent properties have multifamily houses on them and she believes that density should be a concern. She also asked about the landscaping requirements and also the parking circulation. Ms. LaPlante said she was concerned with the side yard and in table

4.10 it mentions the side yard being at least four feet if it is provided and 20 feet if the adjoining building contains exclusively residential uses, but she cannot tell from the GPS on the town's website. She also stated that if they put air conditioning units on pads outside of each unit the residential property on the east side would have to listen to those. Ms. LaPlante also mentioned that in section 5.10 it also mentions the 20 ft. setback for the side yard and a minimum of 4 ft. on the side yard for the TV-C zone. She asked about impervious coverage/building coverage and is it calculated on the plans.

Mr. Kenneth Edgar of 16 Spruceland Road addressed the commission and stated that he was a member of the revitalization and strategies committee. He said that they had a tour of the building and addressed quite a few concerns as far as how far from neighbors and what they would be using for materials. He went on to say that this is a private developer which is what we need to help with development and they don't want to keep putting things in the way as they could use the development there.

Mr. Fred Stroiney from 14 Armstrong Road came before the commission and stated that he is also a parishioner. He said that he has attended many meetings in planning and zoning as well as zoning board of appeals and some other meetings and is very familiar with what has transpired over the last year. He stated that this actually fits the zoning and asked the commission to expedite if they can. He said that the developer in order to make this work needs 20 units and if it meets all the requirements he believes it is time to expedite this process.

Mr. Bellock came before the commission again and stated that to address the side yard on the east side of the property as part of the standards that are submitted, they meet the side yard requirements. Also as part of the submission to the Enfield Revitalization Committee the Alden Avenue side of the building will not be changing at all. On the west side which is the parking lot side of the building the uninsulated blue metal panels and uninsulated glass will be gone and replaced by 2 x 6 framed grey vinyl windows and a sliding patio door also all vinyl and highly energy efficient. He stated that in section B of the zoning regulations to do with the Thompsonville Revitalization that gives standards on what they are trying to accomplish and for the most part it is older single family homes or duplexes long before 1958 of wood construction. He also stated that in that section 36 percent of the houses in Thompsonville are vinyl sided and 24 percent are aluminum sided. He also said with regard to the planting specifications as far as the revitalization group is concerned there are very mature plantings at St. Adalbert and they are going to retain most of those and the infield plantings are pursuant to the town regulations and what is required for foundation plantings. Mr. Bellock also said that the heat pump units are extremely quiet and efficient and are probably two feet off the wall

and he has used them the extensively in the last five years and sound has never been an issue. He stated to the commission that if you look at the standard they do meet the bulk requirements and the standard requirements.

Mr. Bellock submitted samples of the materials they would be using on the project to the commission.

Commissioner Lefakis asked if there were going to be any rooftop mechanicals and Mr. Bellock said that there would be plumbing vents but no rooftop mechanicals.

Mr. Bellock in finish said to the commission that certainly the church people and the father would not let them put anything up on this property that he thought would detract from the appearance of the church as it is the most important thing to him. He went on to say also that they respect the fact that it is the planning and zoning commission that has to ultimately decide but the way the regulations are set up the applicant has a lot of places to go, which they did, and at each step along the way people were looking at this and they followed the rules and did what was wanted so he would like to have all that effort count for something.

Commissioner Szewczak asked about the width of the corridors in the building and Mr. Bellock stated that some of the corridors are what exist today and they decided to leave them the way they are. There will be new walls but the location and size will remain the same.

Chairman Duren asked the applicant to describe one of the units and Mr. Bellock stated that they are all one-bedroom units of which there are two different floors plans that they are still deciding on. There will be the kitchen on one side and the bathroom on the other. The living room will be in front and the bedroom off to one side. He stated the reason they went with sliders is because you get a lot more light and you also get a much better seal for energy efficiency with a slider door. The kitchen will be fully appliance with granite counter tops, carpeting in the bedroom, some type of laminate in the living area, and tile in the bathroom.

Mr. O'Brien said that the applicant really should assure the commission that whatever floor plan they are showing them is what they are going to build or ask for approval to change between the two. Mr. Bellock said that he will build as submitted but would like to have permission to change units between one of two units based on what they think the market is going to support.

Mr. Bellock said there will also be individual storage areas for each unit on the lower level.

Chairman Duren closed public hearing PH #2832.

Commissioner Ladd made a motion seconded by Commissioner Szewczak to close PH #2832. The motion passed with a 7-0-0 vote with alternate commissioners DeGray and Szewczak voting for the absent commissioners.

Commissioner Ladd made a motion, seconded by Commissioner Lefakis;
whereas the conversion of the St. Adalbert's school allows the reuse of a large building that has been vacant for almost a decade;
whereas the proposal results in the rehabilitation of a 58-year old building with energy-efficient windows, doors, and walls;
whereas the proposal will provide an ongoing income source for the preservation and maintenance of a building important in Thompsonville history;
whereas this proposal represents a significant private investment in the Thompsonville neighborhood for a considerable time;
whereas this proposal allows a socially-important institution to relieve itself of an unneeded and burdensome building;
whereas new residents in this location will support existing and increased commercial activity in Thompsonville;
whereas the proposal helps satisfy the need for safe and legal multi-family housing in Thompsonville and Enfield in general;
whereas the proposal demonstrates an improving Thompsonville housing market;
whereas the proposal lies within walking distance of the planned commuter rail station in Thompsonville;
whereas the Enfield Revitalization Strategy Committee has recommended approval of the proposal;
whereas plans submitted in support of Application PH #2832, with the attached approval conditions meet the criteria for Site Plan and Special Permit approval under Article IX of the Zoning Regulations;

now therefore the Enfield Planning and Zoning Commission does hereby approve Application PH #2832 by the St. Adalbert's Church Corporation of Thompsonville for the conversion to twenty 1-bedroom apartments of a portion of an existing school building at 90 Alden Avenue (Map 28, Lot 17), in accordance with the submitted application; referenced plans cited below; documentation listed in the public record; testimony received during the Public Hearing of February 4, 2015; and in accordance with conditions contained herein.

The referenced plans are as listed below:

- "Topographic Survey/Existing Conditions, Proposed Building Conversion, St. Adalbert's Church, 90 Alden Avenue, Enfield, CT January 2016." Cover Sheet with Location Map, Map Legend, Site Data, Map References and General Notes; Prepared for The St. Adalbert's Church Corporation of Thompsonville; Cover Sheet – Sheet 1 of 3; Scale: 1" = 40'; Prepared by Gary B. LeClair, LLC, dated August 25, 2014.
- "Proposed Development Site Plan, Proposed Building Conversion, St. Adalbert's Church, 90 Alden Avenue, Enfield, CT January 2016." Prepared for The St. Adalbert's Church Corporation of Thompsonville; Sheet 2 – Sheet 2 of 3; Scale: 1" = 40'; Prepared by Gary B. LeClair, LLC, dated November 5, 2015.
- "Construction Notes and Details, Proposed Building Conversion, St. Adalbert's Church, 90 Alden Avenue, Enfield, CT January 2016." Prepared for The St. Adalbert's Church Corporation of Thompsonville; Sheet 3 – Sheet 3 of 3; Scale: None; Prepared by Gary B. LeClair, LLC, dated November 5, 2015.
- "First Floor Plan, Proposed Building Conversion, St. Adalbert's Church, 90 Alden Avenue, Enfield, CT January 2016." Prepared for The St. Adalbert's Church Corporation of Thompsonville; Sheet A-1 – Sheet 1 of 2; Scale: As Noted; Prepared by Arthur W. Hall, Jr., Architect, dated November 23, 2015.
- "Exterior Elevations, Proposed Building Conversion, St. Adalbert's Church, 90 Alden Avenue, Enfield, CT January 2016." Prepared for The St. Adalbert's Church Corporation of Thompsonville; Sheet A-2 – Sheet 2 of 2; Scale: 3/16" = 1'; Prepared by Arthur W. Hall, Jr., Architect, dated November 23, 2015.

This application is approved with the following conditions:

Conditions to be met prior to signing of plans:

1. An access/parking agreement between the affected lots shall be recorded on the appropriate land records.
2. All plans submitted for signature shall require the seal and live signature of the appropriate professional(s) responsible for the preparation of the plans.
3. The application number PH#2832 shall be displayed on the plans in or near the Title Block area.
4. A copy of the approval letter and conditions shall be made part of the final plans submitted for signature, preferably located on the cover sheet or first sheet of the plan set.
5. A list outlining how any conditions of approval have been met shall be submitted along with final plans submitted for signature.

6. A list outlining *all* changes to the plans shall be submitted along with final plans submitted for signature. The list should cite the sheet number where each change has been made.
7. The conditions of this approval shall be binding on the applicant, land owners, and their successors and assigns.

Conditions to be met prior to the issuance of permits:

8. Four sets of paper plans and one set of mylar plans, with any required revisions incorporated shall be submitted to the Planning Department for signature of the Commission. The signed mylars shall be recorded by the applicants and/or owners in the Land Records.
9. This approval will become effective upon the filing of a Special Use Zoning Certificate signed by the Commission Secretary on the Land Records by the owner of the property. Proof of such filing shall be in the file prior to the issuance of any permits.

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

10. No Certificate of Occupancy or other final approval may be issued until the Zoning Enforcement Officer has signed off on the final work. When minor site work cannot be completed because of weather or other pertinent reason, a conditional approval may be issued for a period not to exceed 180 days, providing satisfactory surety shall be posted with the Town of Enfield in an amount sufficient to complete the site work and with surety acceptable to the Town Attorney and Finance Department.
11. A request for final project review from the Planning Department must be made at least 10 days before a Certificate of Occupancy or other final approval is requested from the Building Official.

General Conditions:

12. Site plan shall be revised to include impervious surface calculations for the school lot ("Lot 1").
13. The bituminous concrete detail section for the parking lot shall be revised to have a minimum 8" depth of processed crushed stone base (not gravel). The concrete sidewalk detail section shall indicate processed crushed stone and the minimum depth of 4000 psi concrete specifically 5 inches, to meet minimum Town Standards. The attached Standard Town Notes should be added to the plans.

14. This approval is for the specific use, site, and structure identified in the application. Any change in the nature of the use, site, or the structure will require new approvals from the Enfield Planning and Zoning Commission.
15. This project shall be constructed and maintained in accordance with the referenced plans.
16. This approval does not include signage.
17. A building permit for the construction of facilities as approved must be obtained by *February 4, 2017* or this approval shall be rendered null and void, unless an extension is granted by the Commission.
18. All construction authorized by this approval shall be completed by *February 4, 2021* or this approval shall be considered null and void, unless an extension is granted by the Enfield Planning and Zoning Commission.
19. By acceptance of this permit and conditions, the applicant and owner acknowledge the right of Town staff to periodically enter upon the subject property for the purpose of determining compliance with the terms of this approval.

Special Conditions:

20. Parking easement to be reviewed by Office of Town Attorney.
21. Appropriate Soil Report to be filed with the Planning office.
22. Obtain Fire Marshal approval of turning radius within parking lot.
23. File contamination clean up report upon tank removal.
24. Applicant will utilize Option one of siding choices shown on plans.

Commissioner Szewczak stated when he first looked at this he thought the building was dated and needed an upgrade and by having an active use of the building it will revitalize that particular area. He stated that it definitely meets the density requirements and in terms of parking the overflow parking across the street has the potential of being used and will be used by visitors and they should recognize that fact.

Chairman Duren stated that this does make use a building that has not been in use for quite a while and does meet the need for single or couple apartments of which there is a need for this type of residence.

Commissioner Ladd stated that this is a good use of the property and is better than having an empty building.

Commissioner Scutt stated that she thinks this a good use of space and they are reutilizing a building that is empty.

The motion passed with a 7-0-0 vote with alternate commissioners DeGray and Szewczak voting for the absent commissioners.

Commissioner Ladd made a motion, seconded by Commissioner Lefakis to break at 9:08 p.m. The motion passed with a 7-0-0 vote with alternate commissioners DeGray and Szewczak voting for the absent commissioners.

Chairman Duren called the meeting back to order at 9:15 p.m. Present were Chairman Charles Duren, Commissioner's Elizabeth Ballard, Nicles Lefakis, Charles Ladd, Mary Scutt, Linda DeGray, and Richard Szewczak.

- b. PH #2833 – Special Use Permit to obtain a Grocery Beer Liquor Permit located at 25 Hazard Avenue; Zone District BR; Map 045/Lot 0008; Paramount Commons at Enfield, LLC owner; Aldi applicant. DoR: 1/21/2016; MOPH: 3/26/2016.

Commissioner Lefakis took the roll and present were Chairman Charles Duren, Commissioner Elizabeth Ballard, Commissioner Nicles Lefakis,

Commissioner Charles Ladd, Commissioner Mary Scutt and Alternate Commissioners Linda DeGray and Richard Szewczak. Chairman Duren stated for the record that Commissioner DeGray and Commissioner Szewczak would be sitting in for the absent commissioner.

Mr. Andrew Beckman from 10 Railroad Street, Slatersville Rhode Island addressed the commission. Mr. Beckman stated that at their location for Aldi in Enfield they are looking to carry thirteen beer items in the store which is something they carry in multiple locations nationally and within their division which is primarily the northeast which includes part of New York. They are now testing it in Connecticut and have had one or two other sites already approved in Connecticut.

Chairman Duren stated that the property address for Aldi is 25 Hazard Avenue and on the permit the applicant's address is 295 Rye Street, Enfield and asked Mr. O'Brien where that is. Commissioner Ladd stated that it should be South Windsor and not Enfield and it was just filled out incorrectly.

Commissioner Ballard asked is the doors were locked and Mr. Beckman said they were not. Chairman Duren asked if the beer would be refrigerated and Mr. Beckman said it would not be. Chairman Duran also asked about the can recycling on the back wall so they must be going to accept returns and Mr. Beckman said they would be doing that.

Chairman Duren noted on the plans that the storage would be in the back where there was no public access.

Chairman Duren opened public hearing PH #2833 to the public and asked if anyone from the audience would like to speak in favor or against the application. This was asked several times and no one came forward.

Chairman Duren closed public hearing PH #2833.

Commissioner Ladd made a motion, seconded by Commissioner Ballard whereas the plans submitted in support of application PH #2833 by Aldi, Inc. for a special use permit to allow the sale of alcohol (beer only) at the existing grocery store at 25 Hazard Avenue (Map 45, Lot 8 meet the criteria for a Special Permit as listed in 9.20, now therefore the Enfield Planning and Zoning Commission does hereby approve Application PH #2833, in accordance with the submitted application; referenced plans cited below; documentation listed in the public record; testimony received during the Public Hearing of February 4, 2015; and in accordance with conditions contained herein.

The referenced plans are as listed below:

- "Operations Plan." With highlights and notation concerning areas affected by application. Drawing No. A-131, Prepared for Aldi, Inc, 25 Hazard Ave, Enfield CT. Submitted Jan-8-2016.

This application is approved with the following conditions:

Conditions to be met prior to the issuance of permits:

1. The conditions of this approval shall be binding on the applicant, land owners, and their successors and assigns.
2. This approval will become effective upon the filing of a Special Use Zoning Certificate signed by the Commission Secretary on the Land Records by the owner of the property. Proof of such filing shall be in the file prior to the issuance of any permits.

General Conditions:

3. This approval is for the specific use, site, and structure identified in the application. Any change in the nature of the use, site, or the structure will require new approvals from the Enfield Planning and Zoning Commission.
4. This project shall be operated and maintained in accordance with the referenced plans.

5. By acceptance of this permit and conditions, the applicant and owner acknowledge the right of Town staff to periodically enter upon the subject property for the purpose of determining compliance with the terms of this approval.

The motion passed with a 7-0-0 vote with alternate commissioners DeGray and Szewczak voting for the absent commissioners.

- c. SPR #1670 – Site plan application for a restaurant and a companion special use permit application for a drive-thru at the restaurant located at 660-662 Enfield Street; Map #32/Lot #4; Carlos Caetano applicant; 660 Enfield Street, LLC owner. DoR: 11/19/2015; MOPH: 2/4/2016.

Commissioner Lefakis took the roll and present were Chairman Charles Duren, Commissioner Elizabeth Ballard, Commissioner Nicles Lefakis, Commissioner Charles Ladd, Commissioner Mary Scutt and Alternate Commissioners Linda DeGray and Richard Szewczak. Chairman Duren stated for the record that Commissioner DeGray and Commissioner Szewczak would be sitting in for the absent commissioner.

Chairman Duren read into the record a letter dated February 3, 2016 to withdraw application SPR #1670 from Attorney Carl Landolina.

Commissioner Ladd made a motion, seconded by Commissioner Ballard to accept withdrawal letter without prejudice for SPR #1670. The motion passed with a 7-0-0 vote with alternate commissioners DeGray and Szewczak voting for the absent commissioners.

9. Other Business – None

10. New Business – None

11. Correspondence

- Summary of Zoning, Subdivision and POCD Referrals 21/31/15 through 1/7/16
- Summary of Zoning, Subdivision and POCD Referrals 1/7/16 through 1/14/16
- Report on Zoning Referral Z-2015-115 pertaining to Section V.W.3. Keeping of chickens.
- CT DEEP letter – Freshwater Brook – Application No.: FM-201506461
- Letter from Ms. Maureen Mullen of 1625 King Street, Enfield CT.
- CT Federation of Planning & Zoning Agencies quarterly newsletter.
- Zoning Practice – Practice Digital Graphics

- Zoning Practice – Practice codification

12. Commissioner's Correspondence

Commissioner Scutt informed the commission that she attended the Enfield Revitalization Strategy Committee meeting as the liaison. She stated they have had a change in leadership and have a new chairperson. Commissioner Scutt said they gave an update on the rail corridor and the rail station. She stated that one thing they mentioned to her was that they are glad to have a presence of planning and zoning at their meetings and that they had sent a letter to the commission with regards to the village center back in October and she wanted to bring that to the commission's attention.

Chairman Duren stated that he has received a letter from the manager's office regarding a sub-group that was headed by Commissioner Peter Falk which dealt with the food trucks and said if anyone would like to serve on the food truck subcommittee that meets with the council subcommittee they are looking for volunteers. Commissioner Mary DeGray stated she would volunteer to serve on the food truck subcommittee. Chairman Duren also said that everyone should have received information on the conference at the Aqua Turf on March 17, 2016 and as soon as they know if they are able to attend can they please respond by the deadline.

Commissioner Szewczak made a motion, seconded by Commissioner Ladd to postpone the Planning & Zoning meeting scheduled for 3/17/2016 to 3/24/2016. The motion passed with a 7-0-0 vote with alternate commissioners DeGray and Szewczak voting for the absent commissioners.

Mr. O'Brien presented to the commission the report for February 2016 from the office of the Town Attorney. This report included the decision of the ZBA regarding CREC v. Enfield ZBA.

13. Other Business

- a. Blight (in writing)

Commissioner Scutt asked Mr. O'Brien to clarify what the word '*False*' means in the column '*Filed w/superior court*' and he responded and said that he believes this is just the way the computer program reports it as '*yes or no*'.

14. Town Planner's Report

Mr. Roger O'Brien addressed the commission and stated that the Town Attorney's office is working with Chris Smith, a land use attorney who volunteers his time on behalf of the CT Bar Association's land use committee, and they are trying to work out a date for this commission and other land use commissions for him to do a work shop on what is legally required and also take questions.

He also said with respect to the train station the DOT did make a presentation and asked the town for their preference on a design option and so in conversation with the town council they are looking at one presentation that the public would also be invited to and then some discussion and perhaps consensus on what the preference would be. They are hoping to do this by the end of February but he does not know yet. He stated that the DOT would like the information conveyed in a forum that everyone is there.

Mr. O'Brien then informed the commission that they are moving forward to advertise and replace the vacant assistant town planner position and there may be other changes also coming up.

Authorization for Administrative Approvals.

15. Applications to be Received
 - a. Site plan application for existing building located at 1559 King Street.
16. Unresolved issues
17. Adjournment – Commissioner Scutt made a motion, seconded by Commissioner Ladd to adjourn the meeting at 10:00 p.m. The motion passed with a 7-0-0 vote with alternate commissioners DeGray and Szewczak voting for the absent commissioners.
18. Next Regular Meeting – Thursday February 18, 2016

Minutes prepared by – Emma Gothers
Approved by Commission:

Peter Falk, Secretary