



Town of Colchester, Connecticut

127 Norwich Avenue, Colchester, Connecticut 06415

Website: www.colchesterct.gov

PLANNING AND ZONING COMMISSION

Wednesday, July 21, 2021

7:00 p.m.

Virtual Meeting

MEETING MINUTES

RECEIVED
COLCHESTER, CT
2021 AUG -4 PM 2:40
Gayle Furman
TOWN CLERK

Members Present: Vice Chair, John Novak, Bruce Hayn, Jason Tinelle, Stephanie Smith, Ian Lily, Meaghan Kehogreen

Members Absent: Chair Joe Mathieu, Mark Noniewicz

Others Present Planner, Matthew Bordeaux, Asst. Planner/ZEO Daphne Schaub, Clerk, Kamey Cavanaugh

1. **Call To Order** – Vice Chairman Novak called the meeting to order at 7:00 p.m.

2. Changes or Additions to Agenda

Mr. Bordeaux requested that items 4b and 10b be removed from the Agenda as the subject application is not ready to be accepted for review.

Mr. Hayn moved to remove items 4b and 10b. Mr. Tinelle Seconded the motion and all members voted in favor.

3. Minutes of Previous Meeting

a. June 16, 2021

Mr. Tinelle moved to approve the minutes dated June 16, 2021. Mr. Lilly seconded the motion. The motion carried; Mr. Hayn abstained.

4. Public Hearing

a. Regulation Text Amendment – Section Nos. 14.5 (Administrative Review Application) & 15.3 (Site Plan Class I) (2021-008)

Mr. Bordeaux provided a brief explanation of the proposed amendment to authorize staff to review and approve certain minor site improvements on previously approved sites subject to a simplified site plan application process and staff review. Mr. Bordeaux stated that the proposal was an effort to reduce the time and cost burden of the Class II application process for activity that is considered minor in nature and meets all the zoning requirements and technical standards for the district in which it is proposed.

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Mr. Sharr, 139 S. Main St., business owner and CBA member, spoke in favor of the text amendment proposal.

Mr. Hayn moved to close the public hearing. Ms. Kehogreen seconded the motion and all members voted in favor.

5. Five Minute Session for the Public – None

6. Pending Application – None

7. New Applications

a. Niantic Bay Group LLC – 347 Cabin Road – Resubdivision (2021-007)

Mr. Bordeaux stated that the application for six (6) lot resubdivision of the previously of Lot #5 (Jordan Alley subdivision) remains under review by Town staff.

8. Preliminary Reviews

a. Drive-through Windows in Town Center

Mr. Bordeaux noted the letter from Mr. Sharr included in the Agenda Packet and invited Mr. Sharr to share his thoughts on the reintroduction of drive-through windows to the list of permitted uses in the Town Center zone. Mr. Sharr described the impact of the pandemic on the success of businesses with drive-through windows and expects this to be a lasting impact.

Mr. Novak noted that when the regulations were rewritten in 2015, drive-through windows were removed from the list of permitted uses because they were perceived to have a detrimental impact on the character of the Town Center.

9. Old Business – None

10. New Business

a. Regulation Text Amendment – Section Nos. 14.5 (Administrative Review Application) & 15.3 (Site Plan Class I) (2021-008)

Mr. Tinelle moved to approve the Regulation Amendment (2021-008) to amend Section 14.5 (Administrative Review Application) & 15.3 (Site Plan Class I) to allow administrative approval of minor site modifications to previously approved plans. The amendment is consistent with the 2015 Colchester Plan of Conservation and Development Section 4.5 as it facilitates and supports economic growth by easing the burden associated with permitting minor site improvements. The regulation amendment will have an effective date of August 9, 2021. Ms. Kehogreen seconded the motion and all members voted in favor.

11. Planning Issues and Discussions

a. Moratorium on Retail Sales of Marijuana

Mr. Bordeaux described the recent Senate Bill and the Commission's role according to the new law. Mr. Bordeaux suggested adopting a moratorium to allow a public process to play out and

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provide input to the Commission as to how to regulate the location of marijuana establishments. Mr. Bordeaux briefly described a draft regulation amendment that mimics the one the Commission adopted for use related to the regulation of medical marijuana production and dispensary facilities. The Commission expressed their thoughts regarding the dates and length of time the moratorium would be held in place. Mr. Bordeaux stated that he would prepare the draft to be accepted as a new application at the next regular meeting of the Commission, at which time the Commission could determine an appropriate date to hold a public hearing.

12. Old Business – None

13. New Business - None

14. Correspondence – None

15. Adjournment –

Mr. Hayn moved to adjourn. Ms. Kehogreen seconded the motion and all members voted in favor. The meeting of July 21, 2021 adjourned at 8:16 p.m.

Respectfully Submitted, *Kamey Cavanaugh*, Clerk