

**PLANNING and ZONING COMMISSION**  
**Monroe, Connecticut**  
**MEETING MINUTES**  
**February 4, 2021**

**Meeting:** Planning and Zoning Commission                      **Meetings are Video and Audio Recorded**  
Regular Meeting – Remote Session  
7 Fan Hill Road, Monroe, Connecticut

**Present:** Michael O’Reilly, *Chairman*  
Bruno Maini, *Vice Chairman*  
Ryan Condon, *Secretary*  
Leon Ambrosey, *Commissioner*  
Robert Westlund, *Commissioner*  
Domenic Paniccia, *Alternate*  
Ronald Schneider, *Alternate*

**Absent:** William Agresta, *Planning and Zoning Administrator*  
Nicole Lupo, *Alternate*

**Also Present:** Georgia Contois, *Planning and Zoning Secretary*  
Rick Shultz, *Town Planner*  
Sarah Stroud, *Recording Secretary*

**OPENING of MEETING**

1. **CALL TO ORDER & PLEDGE OF ALLEGIANCE**  
Chairman O’Reilly called the meeting to order at 7:03p.m., and reviewed the procedures for this virtual meeting.
2. **ROLL CALL & SEATING OF ALTERNATES**  
Commissioners were seated on roll call.
3. **GENERAL PUBLIC PARTICIPATION PERIOD** – Please see end of agenda for participation guidelines. None

**PUBLIC HEARINGS**

4. **SEP-2020-01, File #1621A – 390 Monroe Turnpike – B-2 District**  
Special Exception Permit / Site Development Plan Application for improvements to existing McDonald’s Restaurant consisting of a complete façade demolition with new façade design replacement and alteration of drive-through to provide two (2) separate drive-through access lanes each with menu boards, as well as related site and parking modifications. McDonald’s Real Estate Company (owner/applicant).  
  
Application withdrawn by applicant.
5. **ZCA-2020-03, File #1016D – 1585 Monroe Turnpike – Proposed SB2 District and Redevelopment Master Plan**  
Petition by Stevenson Properties, LLC (Kimball Family Investments, LLC/Jill Kimball) for the rezoning of an approximate 40.19 acre property located at 1585 Monroe Turnpike (Assessor Map 150, Lot 1) from a Business District 2 (B-2) to a proposed Stevenson Business District 2 (SB2), which SB2 District is the subject of a separate pending Zoning Text Amendment Petition (RAA-2020-04, File #1011E) also proposed by Stevenson Properties, LLC.

Chairman O’Reilly briefly reviewed the application for the Commission.

Larry Edwards was present on behalf of the applicant. He reviewed the changes to the site plans since the previous meeting per the comments from Staff and Commission.

Tracy Chalifoux, landscape architect, was present on behalf of the applicant. She reviewed the changes made to the landscape plans after receiving comments from the Conservation and Water Resources Commission. She advised 80% of the plantings will now be native plantings, adding there are no invasive species being proposed. She reviewed the positions of the plantings throughout the site.

John Kimball, applicant, addressed the Commission regarding his and his team's excitement about the project. He noted a letter of intent has been obtained for a possible tenant for the site.

Chairman O'Reilly opened the hearing to comment from the public. There was no response.

Commissioner Ambrosey asked if the updated landscaping plan was received from the applicant and included in the Commission's packet. Mr. Schultz advised it was received recently and he was unsure if it was included in the packet sent to the Commission. Commissioner Ambrosey asked how quickly the plantings would be installed at the site. Mr. Kimball explained that before anything else could be completed on the property the plantings along Route 111 will need to be installed.

Mr. Kimball gave his closing comments and requested the public hearing be closed.

The public hearing was closed.

**The following three public hearings were heard in tandem:**

**6. RAA-2020-07, File #1014E – Zoning Text Amendment – Elderly Affordable Housing District**

Zoning Regulations Text Amendment Petition by Mutual Housing Association of Southwestern Connecticut Inc. dba CT Housing Partners proposing the establishment of a new "Affordable Housing" Zoning District restricted to at least one resident per residential unit or apartment being an elderly person 62-years or older and all units/apartments being rentals at 100% affordable as defined pursuant to CGS §8-30g, along with associated District land use regulations and standards, including applicable density, lot area and bulk standards. Mutual Housing Association of Southwestern Connecticut Inc. dba CT Housing Partners (applicant petitioner).

**7. ZCA-2020-04, File #1017D – 195/201/211 Main Street – B-2 to AH District**

Zone Boundary Change Petition by Mutual Housing Association of Southwestern Connecticut Inc. dba CT Housing Partners proposing the rezoning of current Business District 2 (B-2) zoned property (Assessor Map 18, Lots 39, 40 and 41) to a newly established Affordable Housing (AH) District, for which the establishment under Zoning of said new Zoning District is the subject of a separate Zoning Petition (RAA-2020-07, File #1014E). Mutual Housing Association of Southwestern Connecticut Inc. dba CT Housing Partners (applicant petitioner), Graystone Group Ltd.

**8. SDP-2020-05, File #145 – 195/201/211 Main Street**

Site Development Plan Application for the development of a new 49-unit single building elderly affordable housing development, including site improvements related thereto, for property located at 195, 201 and 211 Main Street (Assessor Map 18, Lots 39, 40 and 41), for which the establishment under Zoning of said new Zoning District and the designation of such over the subject parcels on the official Zoning Map are subject to separate Zoning Petitions (RAA-2020-07, File #1014E and ZCA-2020-04, File #1017D, respectively). Mutual Housing Association of Southwestern Connecticut Inc. dba CT Housing Partners (applicant petitioner), Graystone Group Ltd.

Mr. Schultz read the exhibits for the record. Mr. Schultz noted the Wetlands' approval has been received.

Dave Hoopes of Connecticut Housing Partners was present on behalf of the applicant. He noted the Town Engineer had requested Old Main Street be made a one way, but DOT has requested this road remain a two way for their plow routes.

Mr. Hoopes asked to highlight that this project needs to be three stories in order for it to be an economical project and the age of the residents will be restricted to 62 and older.

Emily Weckman of To Design, landscape architect, was present on behalf of the applicant. She summarized the site plans for the Commission.

Dave Bjorklund of Spath-Bjorklund, civil engineer, was present on behalf of the applicant. He opened the presentation to comments and questions from the Commission.

Commissioner Paniccia asked for further explanation as to why Old Main Street will be kept as a two way street. Ms. Weckman explained this was requested by DOT because it is a part of their snow maintenance route.

Commissioner Ambrosey asked if an official letter stating the request to maintain the two way street has been obtained from DOT. Mr. Hoopes explained their traffic engineer has been in extensive contact with DOT, but DOT will not consider the application or officially comment on an application until local approvals have been obtained.

Commissioner Ambrosey asked if an approval has been obtained from the state health department for the septic system. Mr. Bjorklund explained that he believes everything is good with the plan, but the state will not issue an approval until local approvals have been obtained.

Commissioner Condon asked if there is an outdoor area for the residents and if pets will be allowed in the units. Ms. Weckman explained the design and location of the outdoor recreation area for the residents. Steve Gulick stated there are no dogs or cats allowed in the units.

Chairman O'Reilly opened the hearing to public comment. There was no response.

Mr. Hoopes gave his closing remarks and requested the hearings be closed.

The three public hearings were closed.

**9. ZCA-2020-05, File # 1018D – 5 Victoria Drive – I-1 and I-3 to B-2 District**

Zone Boundary Change Petition Application proposing the rezoning for a property located at 5 Victoria Drive (Assessor Map 4, Lot 37) from currently zoned Industrial District (I-1 and I-3) to Business District 2 (B-2), totaling 8.26 acres of currently developed land. Oliver Marti (applicant), Victoria Drive Associates, LLC/Mark Christo (owner).

Commissioner Condon read the public hearing notice for the record.

Mr. Schultz read the exhibits for the record.

Kevin Solli, Solli Engineering, was present on behalf of the applicant. Mr. Solli reviewed the location and current condition of the site. He noted that Ole Soccer is currently located on the property, and that the site is zoned as I3 and I1. He explained the applicant is proposing the zone be changed to B2 because the B2 district allows some other commercial uses that could help develop and revitalize the property.

Mr. Solli summarized the documents that were submitted in accordance with the regulations for a requested zone change. He noted there were no comments or concerns of substance from the abutting properties regarding this zone change.

Commissioner Ambrosey asked if this B2 zone change will connect to the neighboring B2 district. Mr. Solli confirmed this will expand the existing B2 zone. Commissioner Ambrosey asked if these parcels are all under the same ownership. Mr. Solli explained the ownership of the parcels of land within the existing zone.

Commissioner Westlund asked what kind of potential tenants are being sought from this zone change. Mr. Solli explained it is possible that the recreation area may be expanded on the property or adding some type of concessions to the existing business.

Mr. Schultz reviewed his report regarding the proposal.

Chairman O'Reilly opened the hearing to public comment. There was no response.

Mr. Solli gave his concluding remarks and requested the public hearing be closed.

The public hearing was closed.

**10. SEP-2021-03, File # 1628A – 74 Enterprise Drive**

Special Exception Permit Application for proposed second phase, consisting of construction of building expansion, site improvements, and proposed uses pursuant to previously approved SEP-2019-05, File #1613, for a property located at 74 Enterprise Drive (Assessors Map 94, Lots 15/13) in the Industrial 2 District (I-2). MMI of Monroe/Mary E. Infante (owner/applicant).

Commissioner Condon read the public hearing notice for the record.

Mr. Schultz read the exhibits for the record.

Dave Bjorklund of Spath-Bjorklund was present on behalf of the applicant. He advised this is a requested to continue the original approval for an additional five years. He noted the Inland Wetlands' approval will not be decided until 2/10/2021, but he would like the Commission to vote on this matter after that approval is obtained.

Commissioner Ambrosey asked if the violations on the site were resolved. Mr. Schultz confirmed the violations were all resolved.

Chairman O'Reilly opened the hearing to comments from the public. There was no response.

Chairman O'Reilly tabled the public hearing to 2/18/2021.

**11. SEP-2016-12-A2, File #1528A – 164 Enterprise Drive**

Special Exception Permit Amendment Modification Application for revisions to previously approved SEP-2016-12, to adjust the building footprint and site layout to provide loading docks at the rear of the building, a minor expansion of the asphalt drive, and associated site improvement revisions to lighting, drainage, landscaping and grading for a property located at 164 Enterprise Drive (Assessors Map 94, Lot 15). Bruce Moore Sr., 154-164 Enterprise Drive LLC (owner/applicant).

Mr. Schultz read the exhibits for the record.

Kevin Solli and Mary Blackburn of Solli Engineering were present on behalf of the applicant.

Ms. Blackburn reviewed the original approval for the Commission. She explained the permit modification being sought by the applicant, noting the building at 154 Enterprise Drive have been constructed and occupied. She reviewed the site plan of the original approval at 164 Enterprise Drive. She noted the building footprint is proposed to now include loading docks in the back of the building. She advised to excess parking spaces are proposed to be removed to allow for truck turning. She noted a previously proposed gravel area is now being proposed to be paved. She reviewed the minor changes to the landscape and lighting plans. She displayed a rendering of the proposed building on a shared screen for review by the Commission.

Commissioner Westlund asked if there are any changes to the drainage calculations with the change to the paved area on the site. Mr. Solli advised there was no impact to the drainage calculations.

Chairman O'Reilly confirmed with Mr. Schultz an approval from Inland Wetlands has been obtained. Mr. Schultz confirmed the approval has been received.

Chairman O'Reilly opened the hearing to comments from the public. There was no response.

Mr. Solli gave his closing comments and requested the public hearing be closed.

The public hearing was closed.

**SITE DEVELOPMENT PLAN**

**12. 200 Monroe Turnpike – LOR District – Aquarion Water Company**

- SDP-2020-04, File #144 – Proposed expansion of existing parking with the addition of twelve (12) parking spaces in front of an existing office building, including related stormwater management, sidewalk, lighting and landscaping improvements.
- SDP-2021-01, File #146 – Proposed rooftop solar panels and solar panel carport structure over existing parking spaces

Mr. Schultz read the exhibits for the record including Inland Wetlands approvals, which the Commission needed in order to take action. There were no other comments or questions.

The hearing was closed.

**DELIBERATIONS and DETERMINATIONS**

**13. PENDING MEETING MINUTES**

**Minutes – January 21, 2021**

**MOTION: WESTLUND** – To approve the meeting minutes of January 21, 2021 including an amendment to reflect SDP-2020-04, File # 144 and SDP-2021-02, File #146, both for 200 Monroe Turnpike as continued to February 4, 2021 (not closed).

**SECOND: MAINI**

**VOTE: 5-0 – Approved – Motion Passed**

**Ayes** O’Reilly, Maini, Condon, Ambrosey, Westlund

**Nays** None

**14. PENDING APPLICATION DELIBERATIONS / DETERMINATIONS**

The following two applications were deliberated in tandem.

- **RAA-2020-04, File #1011E – Proposed Stevenson Lumber SB2 District**
- **ZCA-2020-03, File #1016D – 1585 Monroe Turnpike – Proposed SB2 District and Redevelopment Master Plan**

Commissioner Maini advised he was not in favor of the two proposals for many reasons.

Commissioner Condon believes this is a good frame for the property, and he believes that these applications could be approved with conditions.

Commissioner Ambrosey voiced his concern about the commercial parking use.

Commissioner Condon suggested striking the commercial parking use and moving forward with the rest of the application.

Commissioner Westlund voiced concern that the screening would not be sufficient to screen the commercial parking area. He also voiced concern about the commercial parking use.

Chairman O’Reilly asked Mr. Schultz if the commercial parking use could be scratched while approving the remainder of the application. Mr. Schultz confirmed this could be done.

Chairman O’Reilly asked the Commission their opinion on approving the application with the removal of the commercial parking use. The Commission was generally in favor of this suggestion.

Mr. Schultz read all the proposed uses for the Commission.

Commissioner Ambrosey asked to clarify that the hydroponics use would not allow marijuana to be grown. Mr. Schultz confirmed that marijuana cannot be grown in the Town of Monroe under the current regulations regardless of this approval.

The Commission directed staff to draft approvals for both applications with the exclusion of the commercial parking use.

The following three applications were deliberated in tandem.

- **RAA-2020-07, File #1014E – Zoning Text Amendment – Elderly Affordable Housing District**
- **ZCA-2020-04, File #1017D – 195/201/211 Main Street – B-2 to AH District**
- **SDP-2020-05, File #145 – 195/201/211 Main Street**

There were no updates and the Commission directed Land Use Staff to draft approvals.

- **ZCA-2020-05, File # 1018D – 5 Victoria Drive – I-1 and I-3 to B-2 District**

There were no questions or comments and the Commission directed Land Use Staff to draft an approval.

- **SEP-2016-12-A2, File #1528A – 164 Enterprise Drive**

Mr. Schultz read the drafted approval for the record. The Commission took the following action:

**SEP-2016-12-A2, File# 1528A – 164 Enterprise Drive**

**MOTION: MAINI** – to ACCEPT Special Exception Permit Amendment Modification Application for revisions to previously approved SEP-2016-12, to adjust the building footprint and site layout to provide loading docks at the rear of the building, a minor expansion of the asphalt drive, and associated site improvement revisions to lighting, drainage, landscaping and grading for a property located at 164 Enterprise Drive. Bruce Moore Sr., 154-164 Enterprise Drive LLC (owner/applicant).

**SECOND: CONDON**

**VOTE: 5-0 – Approved – Motion Passed**

**Ayes** O’Reilly, Maini, Condon, Ambrosey, Westlund

**Nays** None

- **SEP-2020-05, File #1625A – 615 Main Street – B-1 District**

The Commission took the following action:

**SEP-2020-05, File #1625A – 615 Main Street**

**MOTION: MAINI** – to ACCEPT Special Exception/Site Development Plan Application for proposed Change in Use from general retail to an “Outdoor and Indoor Sales of Accessory Outdoor Amenities” retail use, including site improvements related thereto, for property at 615 Main Street. Scott Honigsberg, Eastern jungle Gym (applicant), John Cooke, Pitcairn Inc. (owner).

**SECOND: CONDON**

**VOTE: 5-0 – Approved – Motion Passed**

**Ayes** O’Reilly, Maini, Condon, Ambrosey, Westlund

**Nays** None

- **200 Monroe Turnpike – LOR District – Aquarion Water Company**

The Commission took the following action on the two active applications for 200 Monroe Turnpike:

**SDP-2020-04, File #144 – 200 Monroe Turnpike**

**MOTION: MAINI** – to ACCEPT Site Development Plan Application for proposed expansion of existing parking with the addition of twelve (12) parking spaces in front of an existing office building, including related stormwater management, sidewalk, lighting and landscaping improvements. Aquarion Water Company of Connecticut (owner/applicant).

**SECOND: AMBROSEY**

**VOTE: 5-0 – Approved – Motion Passed**

**Ayes** O’Reilly, Maini, Condon, Ambrosey, Westlund

**Nays** None

**SDP-2021-01, File #146 – 200 Monroe Turnpike**

**MOTION:** MAINI – to ACCEPT Site Development Plan Application for proposed rooftop solar panels and solar panel carport structure over existing parking spaces. Aquarion Water Company of Connecticut (owner/applicant).

**SECOND:** WESTLUND

**VOTE:** 5-0 – Approved – Motion Passed

**Ayes:** O’Reilly, Maini, Condon, Ambrosey, Westlund

**Nays:** None

**OTHER BUSINESS**

**15. REGULATIONS REVIEW/AMENDMENT WORK SESSION**

Chairman O’Reilly gave overview of Zoning Regulations Subcommittee meeting held on 1/25/21 and directed Staff to send a the Draft Text Amendments to the full Commission.

**16. CORRESPONDENCE/NEW APPLICATIONS**

none

**17. COMMISSION REPORTS**

- Chairman’s Report
  - Commissioner’s Reports
  - Land Use Staff Reports
- Mr. Schultz gave update on POCD Update

**18. MEETING ADJOURNMENT**

**Motion:** Maini moved to adjourn at 9:06 pm.

**Seconded:** Condon

**Vote:** 5 to 0-Approved\_ Motion Passed

**Ayes:** O’Reilly, Maini, Condon, Ambrosey, Westlund

**Nays:** None