



# TOWN OF MONROE

## PLANNING and ZONING COMMISSION

7 Fan Hill Road  
Monroe, CT 06468  
Phone: 203-452-2812  
[www.monroect.org](http://www.monroect.org)

### AGENDA

**DECEMBER 17, 2020 – 7:00 PM**

REMOTE ELECTRONIC PUBLIC MEETING

THIS MEETING MAY BE ACCESSED BY THE PUBLIC IN REAL-TIME VIA GO TO MEETING  
(PUBLIC ACCESS INFORMATION SET FORTH HEREIN BELOW)

#### NOTICE:

Public access to this meeting will be limited to joining this meeting as follows:

- Via computer, tablet or smartphone at this link: <https://global.gotomeeting.com/join/258635909>
- Via phone at: United States: +1 (646) 749-3122 – Access Code: 258-635-909

Please refer to further information provided at the end of this agenda regarding this remote electronic meeting and the use of GoToMeeting.

Written public comments in compliance with the Guidelines for Public Participation in Remote Electronic Meetings may be submitted up to one hour in advance of the meeting via electronic mail to: [gcontois@monroect.org](mailto:gcontois@monroect.org)

### OPENING of MEETING

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1. CALL TO ORDER
2. ROLL CALL & SEATING OF ALTERNATES (if required)
3. GENERAL PUBLIC PARTICIPATION PERIOD – *Please see end of agenda for participation guidelines.*

### PUBLIC HEARINGS

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4. **SEP-2020-04, File #1624A – 246 Main Street**  
Special Exception Permit Application for proposed interior expansion of a pre-existing non-conforming industrial manufacturing use (Biometrics NLE, LLC., formerly North East Laser) with extension of 6,900 square feet formerly occupied by a retail liquor store, total extension of 89% of the permitted 100% threshold per Zoning §1.9.1C(5), located at 246 Main Street (Assessors Map 26, Lot 17) located in a Business 2 (B-2) District (a small unaffected portion of the site is zoned RF-2 District). Biometrics NLE, LLC (applicant), DG Commercial, LLC (owner).
5. **SEP-2020-02, File #1622A – 556 Pepper Street – I-2 District**  
Special Exception Permit / Site Development Plan Application for conversion of a portion of an existing non-conforming single-family home use to a permitted Landscaper business, including related office, driveway, parking, fencing and dumpster improvements. Cesar Rios (owner/applicant).  
*Adjourned from 12/03/20 to 01/07/21 pending applicant resubmission*
6. **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).  
*Postponed to 01/07/21 pending applicant resubmission*
7. **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.  
*Adjourned from 12/03/20 to 01/07/21 pending applicant resubmission*

**8. RAA-2020-04, File #1011E – Proposed Stevenson Lumber SB2 District**

Petition by Stevenson Properties LLC (by Kimball Family Investments LLC its sole member) proposing Zoning Text Amendments to existing §1.9.11, existing §2.2.1, new §5.2.1 - §5.2.9, existing §8.2.3, existing §10.1 and existing §10.2, establishing locational and regulatory land use standards for a potential new Stevenson Business District 2 (SB2) to eventually be applied over the lands of the former Stevenson Lumber Company at 1585 Monroe Turnpike (Assessor Map 150, Lot 1) presently zoned Business District 2 (B-2) following a separate application for rezoning to said new SB2 District.

*Adjourned from 12/03/20 to 01/07/21 pending applicant resubmission*

**9. SDP-2020-01, File #139 – 64 Cambridge Drive & 4 Independence Drive – I-2 District**

Site Development Plan Application proposing three phases over a period of ten (10) years of site related activity, including: construction of a one-story office building measuring 2,360 square feet with associated grading, parking and site utilities; stormwater management improvements for current and future not yet proposed site development; and extensive land filling of approximately 1.3 million cubic yards of material involving approximately 75,575 truck trips (based on 24 tons per truck) to restore an unauthorized quarry. Astro Land Holdings LLC and Spacely Land Holdings LLC (owner/applicant).

*Reconvened from 11/19/20*

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## **SITE DEVELOPMENT PLAN**

**10. SDP-2020-04, File #144 – 200 Monroe Turnpike – LOR District**

Site Development Plan Application proposing the 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).

*Postponed to 01/21/21 per applicant*

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## **DELIBERATIONS and DETERMINATIONS**

**11. PENDING MEETING MINUTES**

- November 19, 2020
- December 3, 2020

**12. PENDING APPLICATION DELIBERATIONS / DETERMINATIONS**

- RAA-2020-06, File #1013E – Outdoor Display
- RAA-2020-05, File #1012E – Mixed Use Development
- Selected items from this Agenda – as determined by the Commission

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## **OTHER BUSINESS**

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

**14. CORRESPONDENCE**

**15. COMMISSION REPORTS**

- Chairman’s Report
- Commissioner’s Reports
- Land Use Staff Reports

**16. MEETING ADJOURNMENT**

## INFORMATION REGARDING THIS REMOTE ELECTRONIC PUBLIC MEETING

On March 14, 2020, in response to the COVID-19 pandemic and in an effort to reduce the risk of transmission by virtue of attendance at public meetings, Governor Lamont suspended in-person open meeting requirements and permits conducting public meetings remotely by conference call, videoconference or other technology. A copy of the full text of Executive Order No. 7B(1) is available for review on the Town of Monroe's website [www.monroect.org](http://www.monroect.org).

Accordingly, the Town of Monroe has selected GoToMeeting as the preferred technology application to conduct this remote public meeting in compliance with Executive Order No. 7B(1). This technology will permit up to 250 members of the public to participate in real-time in the public meeting via computer, tablet, smartphone or telephone via the access information set forth on this meeting agenda. It is highly recommended that any interested participant download and utilize the GoToMeeting software applications, which are available in the meeting link below prior to the commencement of the meeting. Each meeting may have unique participation information, including access code, phone number and live link. Please be sure that you are accessing the correct information for the correct meeting.

Any members of the public who desire to submit written information relative to the business set forth on the agenda may do so up to one hour in advance of the meeting via electronic mail to the address set forth on this meeting agenda.

Notice is hereby given that this remote electronic public meeting shall:

1. Permit the public to view or listen anonymously, and when permitted, participate in real-time;
2. Be recorded and posted to the Town's website within 7 days;
3. Be made available to the public within a reasonable time (in Town Hall or upon written request)

In addition to standard parliamentary procedure as outlined on this agenda, the following special rules shall apply to all participants:

- Please "mute" your microphone so as reduce background noise at any time you are not speaking.
- Prior to speaking on each occasion, each speaker shall clearly state their name and title for the record.
- There use of chat features are prohibited and will not be considered during the meeting if in use.

Notice is hereby given that only 250 participants may access this remote electronic public meeting at any one time. Access is granted solely by the GoToMeeting technology on first access basis and is not within the control of the Town of Monroe. While it is anticipated that this participant limit will be sufficient, should the participants reach said limit, the meeting may be adjourned and continued at a later date using technology appropriate to ensure all members of the public may participate.

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### **GUIDELINES FOR PUBLIC PARTICIPATION**

The following guidelines are to assist those who wish to speak during public participation session:

- *The Commission welcomes public participation and asks that speakers please limit their comments. Speakers are requested to first state their name and address for the record.*
- *Speakers may offer objective comments about planning and zoning matters and land use related concerns that should be brought to the Commission's attention.*
- *The Commission will not permit any expression of personal complaints or defamatory comments about the Commission, members of the Planning and Zoning Department, nor against any person connected with the Town of Monroe or any other individual, firm or corporation. Speakers are not to comment on any suggested, proposed or pending application before the Commission, except at a Public Hearing for that application. No discussion is permitted by any party of any matters related to pending or ongoing litigation.*
- *The Chair has the discretion to limit comment time. Generally three (3) minutes per speaker is allotted. The Chair may allow additional time.*
- *Written statements are always welcome and are always provided to Planning and Zoning Commission members. Immediate replies to questions/concerns should not be expected and will be provided at the discretion of the Commission.*