



**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

**FEBRUARY 18, 2021 – 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/169847309>
- Via phone at: United States: +1 (872) 240-3212 – Access Code: 169-847-309

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 until the close of business the day 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-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). *Continued from 2/4/21*
5. **RAA-2021-01, File # 1015E – Last Mile Support Facility**  
Regulation Text Amendment Petition Application amendments to §8.2.3 and §10.1 to the existing “Commercial Vehicle Facility” use, to include it as a Special Exception Permit Use in the Industrial 3 (I-3) District, and supplemental additions. FSI Acquisitions LLC (applicant), Gen IV LLC (owner).
6. **SEP-2021-01, File # 1626A – 10 Victoria Drive (I-3)**  
Special Exception Permit Application for the construction of Commercial Vehicle Facility, consisting of a ±10,000 square foot building with offices, surface parking lot for 400 vehicles, and necessary site improvements; excluding the use of on-site vehicle servicing, for a property located at 10 Victoria Drive (Assessors Map 12, Lots 47/1) in the Industrial 3 District (I-3). FSI Acquisitions LLC (applicant), Gen IV LLC (owner).
7. **SUB-2021-01, File #1266C - 515 & 529 Cutlers Farm Road (RF-3)**  
Resubdivision Application proposing a three (3) lot residential, single family subdivision located at 515 and 529 Cutlers Farm Road (Assessors Map 59, Lots 1/2), totaling in 15.7 acres, including a proposed Open Space parcel. United Methodist Church of Monroe c/o Brian Sherwood (applicant/owner).
8. **SEP-2021-02, File #1627A - 98 Enterprise Drive (I-2)**  
Special Exception Permit Application for the construction of a 9,000 square foot building, parking lot, outdoor storage areas, and necessary site improvements for a property located at 98 Enterprise Drive (Assessors Map 94, Lot 15) in the Industrial 2 District (I-2). Enterprise Drive, LLC/Dan Bartoli (applicant/owner).

**9. SEP-2021-04, File #1629A - 580 Pepper Street (I-2)**

Special Exception Permit Application for a Special Exception Use, consisting of Office, Warehouse and Manufacturing to accommodate a wood toy manufacturing tenant in an existing building located at 580 Pepper Street (Assessors Map 103, Lot 23) in the Industrial 2 District (I-2), including 9 waiver requests as the applicant is not proposing any exterior modifications to the building/site layout. Solli Engineering (applicant), Robert Malin Revocable Trust (owner).

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**DELIBERATIONS and DETERMINATIONS**

**10. PENDING MEETING MINUTES – February 4, 2021**

**11. CGS §8-7(d) REFERRALS**

- Trumbull - #20-01 and #21-02; 7180 and 7192 Main Street Text Amendment and Zone Change

**12. BOND RELEASE REQUESTS**

- 500 Pepper Street – Carrubba Flavors

**13. PENDING APPLICATION DELIBERATIONS / DETERMINATIONS**

- 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
- 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
- ZCA-2020-05, File # 1018D – 5 Victoria Drive – I-1 and I-3 to B-2 District
- Selected items from this Agenda – as determined by the Commission

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**OTHER BUSINESS**

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

**15. CORRESPONDENCE**

**16. COMMISSION REPORTS**

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

**17. 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 a 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.*