



TOWN OF MONROE

PLANNING and ZONING COMMISSION

7 Fan Hill Road
Monroe, CT 06468
Phone: 203-452-2812
www.monroect.org

OCTOBER 22, 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/379922709>
- Via phone at: United States: +1 (872) 240-3412 – Access Code: 379-922-709

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

OPENING of MEETING

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

4. **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 09/03/20 – Postponed to 11/05/20 per applicant
5. **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).
Adjourned from 09/03/20 – Postponed to 11/5/20 per applicant
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 11/05/20 per applicant

7. **SEP-2020-03, File #1623A – 588 Pepper Street – I-2 District**
Special Exception Permit / Site Development Plan Application for proposed parking lot expansion, expansion of internal site driveway, establishment of accessory outdoor storage area and associated site, drainage and landscaping improvements. 588 Pepper Street LLC (owner/applicant).
Adjourned from 10/01/20
8. **ZCA-2020-02, File #1015D – Zone Boundary Change**
Planning and Zoning Commission proposed Zone Boundary Changes – Rezoning of certain B-1 District parcels on Main Street North of intersection with Judd Road and Purdy Hill Road.
9. **RAA-2020-03, File #1010E – B-2 District Yard Exception**
Planning and Zoning Commission proposed Zoning Text Amendment adding a setback yard exception for certain abutting property conditions for property within a Business District 2 (B-2).

SITE DEVELOPMENT PLAN

10. **11-86-S-A1, File #1055A – 838 Main Street – B-1 District**
Site Development Plan Application proposing Change of Use to Liquor Store (new). JSSS LLC (applicant), 3D Realty LLC (property owner).
11. **SDP-2020-02, File #141 – 537 Monroe Turnpike – B-2 District**
Site Development Plan Application proposing Change of Use (portion of former CVS Store) to Liquor Store (relocation from 246 Main Street). Svolpe LLC dba Warehouse Wine & Spirits (applicant) and 111 Century Plaza LLC (property owner).

DELIBERATIONS and DETERMINATIONS

12. **BOND RELEASE**
 - **SUB-2019-01, File #1265C and EFP-2019-01, File #102E – 104 Elm Street Subdivision**
Request for Final (full) Bond Release – \$13,000 – CT houses LLC
Pending Completion by the Applicant
13. **TIME EXTENSION**
 - **EFP-2019-02, File #103E – 7 and 15 Main Street**
Request for 90-Day Time Extension to file final plans per approval – 1-15 Main Street LLC
14. **PENDING MEETING MINUTES**
 - October 1, 2020
15. **PENDING APPLICATION DELIBERATIONS / DETERMINATIONS**
 - **Selected items from this Agenda** – as determined by the Commission

OTHER BUSINESS

16. **REGULATIONS REVIEW/AMENDMENT WORK SESSION**
17. **CORRESPONDENCE/NEW APPLICATIONS**
 - RAA-2020-06, File #1013E – Outdoor Sales and Play Equipment - 615 Main Street
18. **COMMISSION REPORTS**
 - Chairman’s Report
 - Commissioner’s Reports
 - Land Use Staff Reports
19. **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.

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.

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.*