

**PLANNING AND ZONING COMMISSION  
WINDHAM, CT**

**SPECIAL MEETING MINUTES  
December 8, 2011**

The Windham Planning and Zoning Commission held a meeting on December 8, 2011 in the Town Hall. Members present were Claire Lary, Juan Montalvo, Dan Lein, Jean Chaine, and Paula Stahl.

The meeting was called to order at 7:00 P.M.

**I) Revisions to Zoning Regulations - Discussion only**

a) Revisions to the General Business (B-2) zone. The Chair distributed a draft of tables of uses for commercial districts and members discussed the appropriate approval process for each.

b) Revisions to the Alcohol Beverage regulations. The Chair asked members to consider revising the approval process and separation distances. Members felt that certain permits could be permitted by right in commercial districts without the need for a public hearing, and that package stores separation should be 1500'. The Chair will draft regulations for future review.

Rep. Susan Johnson joined the discussion to talk about the process to revise State Statutes on determining the number of permitted package stores. She felt that before it went forward, the Commission should determine if the Town Council is supportive. Jean Chaine will talk to the Chief of Police to get her opinion on the additional cost for additional package stores and with the Assessor to determine the average annual tax revenue generated, and will take that information to the Town Manager and Mayor for consideration.

c) Sign regulations. The Chair is working on draft regulations, and is incorporating language from South Windsor's regulations based on Matt Vertefeuille's recommendation.

c) Gravel regulations. The Chair provided Jean Chaine with the draft regulations for his comments.

d) Small lot subdivision. The Chair distributed changes for members' future consideration.

The meeting was adjourned at 9:00 P.M.

Respectfully submitted,  
Paula Stahl