

**PLANNING AND ZONING
WINDHAM, CT**

**MEETING MINUTES
July 12, 2012**

The Windham Planning and Zoning Commission held a working meeting in the Town Hall, members present were Claire Lary, Dawn Niles, Jean Chaine, Juan Montalvo and Paula Stahl. Town staff present was James Finger.

The meeting was called to order at 7:03 P.M.

D) Zoning Revisions - Discussion only

1. Business zones.

The Chair and town staff have been working on drafts for the approval process, Sections 61 and 62. For both sections the Commission needs to list standards of review for the Commission to follow, she shared a few examples and the members provided input. Also, the Chair shared alternative methods for how a deviation from a plan should be handled. The Chair will incorporate the comments from members into a new draft that will go to the Town Attorney for his comments, then to the members.

In response from a request from the ZEO, the Chair looked into the definition of lot coverage included in our regulations and its impact on commercial lots. The definition was changed to include impervious surfaces (parking lots) in 2009. The then Planning Commission when drafting new subdivision regulations had requested that change for residential properties. However, the then Zoning Commission approved the change for all properties by not considering the impact on commercial properties. The Chair pointed out that since 2009 virtually all of our developed commercial lots have been in non-compliance because of that change. Most zones have a maximum of 25% of lot coverage, meaning 75% of each lot must contain no building and no paved parking. The Chair said that we need to rectify that as quickly as possible.

The Chair shared the revised drafts for the B2s and C2s zoning regulations as well as proposed district boundaries. The drafts incorporate changes from previous member comments. The Chair will revise the drafts based on this discussion as well as a change for lot coverage for the next regular meeting.

The members felt that the above revisions should go to a September 27 public hearing.

The meeting was adjourned at 8:50 P.M.

Respectfully submitted,
Paula Stahl