

**PLANNING & ZONING COMMISSION
WINDHAM, CT**

July 24, 2014

The Windham Planning & Zoning Commission held its meeting on July 24, 2014 in the Auditorium of Windham Town Hall. Chair Paula Stahl called the meeting to order at 7:05 P.M. Members present were Jean Chaine, Dan Lein, Claire Lary and Paula Stahl. Scott Lambeck and Edward Pelletier were excused. Also present were Town Planner James Finger and Zoning Enforcement Officer Matthew Vertefeuille.

I) Approval of Minutes

- a) The minutes of June 12, 2014 were approved. Motion made by Jean Chaine and seconded by Dan Lein. The motion carried unanimously.
- b) The minutes of June 26, 2014 were approved. Motion made by Dan Lein and seconded by Claire Lary. The motion carried unanimously.
- c) The minutes of July 10, 2014 were approved. Motion by Paula Stahl and seconded by Claire Lary. Jean Chaine and Dan Lein abstained. The motion carried.
- d) The minutes of May 22, 2014 were approved. Motion made by Jean Chaine and seconded by Dan Lein. The motion carried unanimously.

II) Public Hearings

- a) **Revise Section 4 of the Zoning regulations on Definitions** to add a definition for **interior lot** within Flexible Design Subdivision to allow frontage on a private lane to qualify;
- b) **Revise the Windham Subdivision regulations Section 6.8 –Subdivision Streets...** to add provisions for private lanes in Flexible Design Subdivisions;
- c) **Also revise Section 7.6 on Private Streets** to add provisions for **private lanes**, and revise table on geometric standards – deleting provisions on thoroughfares, and inserting instead provisions **on Access Roads and Private Lanes**.

Chair Paula Stahl reviewed the proposed revisions to the Windham Subdivision Regulation **Section 6.8** ;

Section 6.8.1 add **private lanes... to** conform to the standards in Section 7 of these regulations.

Section 6.8.2 All dead-end roads **servng more than 6 lots** shall terminate in a cul-de-sac etc

Section 6.8.3a delete **interior** rear lots are proposed.

Section 6.8.4 (a) up to 1/3 of the lots may be rear lots provided they are all served etc

Section 6.8.4 (b) **No more than** one rear lot may be served by a private driveway etc.
also add **the driveway may be from a private lane.**

Section 6.8.5 **Private Lanes in Flexible Subdivisions;**

- a) **The maximum length for a private lane is 600'**
- b) **Up to three (3) interior lots may have frontage on a private lane.**
- c) **The center line of the private lane shall be the property line of all abutting lots.**
- d) **The lane shall be designed to facilitate snow storage and have an adequate turn-around at its terminus, and a sufficient area at its beginning for anticipated services.**
- e) **Underground utilities are required .**
- f) **Common driveways in excess of 50' are not permitted off a private lane**
- g) **Private lanes are to be maintained through the establishment of private maintenance and liability agreement between the lot owners served by the private lane, in a form acceptable to the Commission and shall be subject to review by the Commission's legal counsel. Appropriate easements shall be provided for travel, utilities, snow storage and pull-off, hammerhead or cul-de-sac turnaround, and associated snow shelves.**

A general discussion ensued.

Chair Stahl responded to questions raised by Commission members.

Commissioner Jean Chaine asked, are you calling all the lots in a Flexible Subdivision that are on a private lane interior lot. In other words, all lots fronting a private lane are interior lots as opposed to rear lots, he said. The Chair responded that his interpretation is correct.

He referred to road standards. He asked is there a standard when they say shoulders shall be load bearing as in standards for roadways. Is load bearing equal to the road surface or is it a different standard than the road surface. The Chair indicated that note 5 that is a proposed change to Table 1 requires private ways less than 22' wide have load bearing shoulders.

Audience comments: 1) Henry Crane commended the Commission for its hard work not only with the revisions to the regulations, but also with property inspections. 2) Wes Wentworth, P.E. was pleased with the revisions. He said he appreciates the flexibility the Commission has shown him over the last several months.

As there were no other comments, Chair Stahl closed the public hearing.

Jean Chaine made a motion to adopt the proposed changes to the Subdivision Regulations to Sections 6.8, 6.8.1, and 6.8.5. Also, Section 4, to add a definition for interior lot, and Section 7.6; Modification regarding street designation, and geometric standards. Dan Lein seconded the motion. The motion carried unanimously.

III) New Business

a) Michael Rivcra, 154 Jackson Street, Willimantic, CT – Special Exception application for apartment conversion.

The Commission took receipt of the application and scheduled a public hearing on August 28, 2014.

IV) Report from the Zoning Officer.

ZEO Matt Vertefeuille reported on the following:

a) Status of the Hurley Building. The former developers were unable to secure funding for the project which included retail and residential uses. He said there may be another developer interested in pursuing the development of that building. It appears they are considering using the same concept and layout as the former developers.

Commissioner Jean Chaine said he was under the impression that the original plan that came before us for that location was approved. Why doesn't that qualify for the new parties? He said we had a proposal of what we wanted that corner to look like.

b) Path Academy will be issued their final C/O within 5 days, and all construction debris will be removed within the next three days.

As there was no additional business, the meeting was adjourned at 7:49 P.M.

Respectfully submitted,

Lillian Murray, Clerk