

**PLANNING AND ZONING  
WINDHAM, CT**

**SPECIAL MEETING MINUTES  
April 14, 2011**

The Windham Planning and Zoning Commission held a meeting on April 14, 2011 in the High School Cafeteria. Members present were Claire Lary, Juan Montalvo, Jean Chaine and Paula Stahl. James Finger was also in attendance.

The meeting was called to order at 7:05 P.M.

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

a) Parking requirements. The Chair updated the members on the changes to the draft based on the discussion at the last working meeting. The table of minimum-maximum spaces for various land use categories achieves a good range that is consistent with the results of the study the Commission has conducted of several existing local parking lots.

b) North Windham retail area. The members had no additional changes to the draft.

c) Downtown business zones. The Chair pointed out that existing regulations do not permit residential in the B1 by-right and require a special permit and a special hearing to create residential units. Because the Town wants to encourage residences on the upper floors, the Chair suggested that residential should be a permitted use in those locations. The members discussed the appropriate minimum size for each dwelling unit and thought that perhaps the regulations should require a range of unit sizes for both buildings built before 1945, and a somewhat larger units for buildings built after 1945 as a way to encourage rehabbing the older historic buildings. The minimum number of stories was discussed, members felt that three stories would be appropriate except for narrow building lots. The Chair will research the existing lot widths before the next meeting.

d) Section 74 additions to standards. The Chair shared a draft of new language that will help communicate to developers specific standards that are usually not discussed with a developer until after preliminary plans are drafted. The Town Planner felt that it would be very helpful to have this section. The ZEO has reviewed the draft and was in favor of incorporating the standards into the regulations as it would make it easier for developers and will have revisions for the next working meeting.

e) Section 91 - no discussion

The meeting was adjourned at 8:45 P.M.

Respectfully submitted,  
Paula Stahl