CALL TO ORDER
By: Pattee Time: 6:59 p.m. Place: Town Hall Annex

ROLL CALL:

<table>
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<tr>
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<th>PRESENT</th>
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<tr>
<td><strong>REGULAR MEMBERS:</strong></td>
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<tr>
<td>Steven Hall, Secretary</td>
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<td>Bill Jobbagy, Chairperson</td>
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<td>Ed Marek</td>
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<td>Christine Pattee, Vice Chairperson</td>
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<td>Darby Pollansky</td>
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<td><strong>ALTERNATE MEMBERS:</strong></td>
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<td>Bob Burrington</td>
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<td>Carol Polsky</td>
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<td>Arianna Mouradijan</td>
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<td><strong>STAFF:</strong></td>
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<td>Eric Trott, Town Planner</td>
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Burrington and Polsky were seated.

AUDIENCE OF CITIZENS:
Carol Chipkin, 454 Cassidy Hill Road – Is suggesting the possibility of changing the zoning regulations for people living on postage stamp sized properties around the lake. Her statement:
Pattee responded that the PZC does not set application fees. Pattee recalls an application of someone wanting to keep chickens and they had to spend that amount of money on the application, as well.

Staff reported at one time the Town was spending $8,000-$9,000 on legal notices. All citizens were paying part of the applications fees. During a budget process Land Use was told to be frugal and creative so the pay-as-you-go or as-you-develop fee system began to be used. Applicants now bear this responsibility. The legal notice fees are the largest part of the application fees and continue to rise 2-3% per year as newspapers are struggling. Towns are lobbying to remove the need to notice in newspapers and notice in other manners. Newspapers are lobbying to remain part of the noticing process. The average for a standard legal notice is $200 per printing and three printings are required for each application.
Chipkin is suggesting a change in zoning for those on lake properties. A regulation change has made it easier to have a shed on a lake property. Other changes to create flexibility may reduce the need for owners to go to the ZBA. Staff reported the number of applications coming to the ZBA is down from what came previously because of some zoning changes made over time. Town Staff offers alternatives so people do not have to appear before ZBA. It was not unusual for ZBA agendas in 1996 to have 12-14 applications to be heard. Themes were noticed so the regulations were addressed. Some changes were the shed regulations and dimensional standards. It would be difficult to eliminate all ZBA applications. On some properties, no matter what the regulations are, they can’t comply. Staff can speak to ZEO about the matters coming to him and if some regulations could use tinkering.

Mouradijan asked if PZC can see some of the cases that have gone before the ZBA? We don’t want to label people criminals by virtue of the zoning law. Burrington lives in the lake area and you don’t want to have a building right against your home. Hall agreed with this; he also lives in the lake area. Staff will bring up the applications that have come to the ZBA in the last couple of years to find focal points.

Chipkin will also bring this matter to the Town Council.

Motion: The Coventry Planning and Zoning Commission moves to add New Business, item 2 to the agenda: Preliminary discussion with William Hall regarding the Knights of Columbus building.

By: Burrington Seconded: Marek

Voting:
For: Pattee, Marek, Hall, Polsky, Burrington
Against: None
Abstain: None

PUBLIC HEARINGS:

1. #20-01 – Special Permit for grocery beer sales application of Richard Maloney, agent for owner 1657 Boston Turnpike, LLC at 1657 Boston Turnpike (Save-n-Go) (Assessor’s Map 10. Block 17, Lot 1A-1) Commercial Zone.

Richard Maloney, of Willington, is representing the applicant. The application is for the allowance of grocery beer sales at Save-n-Go. There will be no physical changes to the property. Beer will be put into existing coolers. This is for beer sales only that is purchased and taken from the property.

Pattee commented it is not often the PZC gets an application that requires a judgement call. The last one she recalls was about a noise issue commented on by neighbors of the LakeView Restaurant.
Staff commented this is a request to expand what is permitted on the premises. PZC recently did the same with allowing the selling and consumption of alcohol on the premises of the golf courses in town. In doing so, the courses are better able to control the consumption of alcohol than they could previously. In this case, the beer will not be consumed on the premises. Staff is not aware of any other quick services stops in town providing this service. Burrington commented there is a liquor store in the shopping center next door and beer sales at Highland Park Market. Maloney responded in almost every other town in Connecticut you simply go to the Planning office and get the permit; Coventry requires a public hearing. The owner is doing this because Cumberland Farms is coming in and that may constrict his business. Maloney was a liquor agent. There will be age statement forms, licenses, and the litany of how these sales are to be completed. The hours of selling alcohol will be complied with.

Polsky does not see an issue with this. We want to do as much as possible to keep businesses operating in town.

Hall wondered about the maneuvering of beer delivery vehicles at this location as this is a challenging driveway to get into and out of. Maloney replied that it would be no different than any other delivery truck coming to the business. Hall is not opposed to this on its face. But thinking out loud, he is not sure how many trips will be generated, how large of a display the business will have, and he can picture the constriction of traffic flow while beer is being offloading from the delivery truck. Maloney stated the business has seen a decrease in sales over the past two years. Mr. Maloney thinks this will be neutral exposure. Hall asked Staff if they put the sandwich shop in? Staff indicated they have not pursued that option. Staff continued by stating a traffic study was done at the time of that application and it was shown there would be a negligible increase in traffic. It was acknowledged this corner is tough. Delivery vehicles for this application would not be 18-wheelers.

Three small coolers will be used for the beer sales. These will be locked on Sundays. If this application is approved the owner will apply for the State license and another public hearing is needed.

Mouradijan asked what type of signage would be used to advertise beer for sale? The Liquor Commission no longer regulates signage. The current owner will have signage inside and lighted signs. The owner will comply with Coventry’s signage regulations.

Hall asked what the process is for the Liquor Commission? Maloney replied the owner will file an application with that commission, a sign must be posted for 45 days so parties may comment on the application. This must be published in the newspaper twice. And an inspection of the premises is made by the State.

Pattee is not wild about people driving into a gas station and driving out with beer. She will abstain in the voting because she does not have a legal reason to vote against it. Pattee has strong feelings about preventative medicine and with alcohol and driving while drinking, in particular.

Maloney provided proof of the sign posting.

**Audience of citizens:**
None.

The hearing is closed.

OLD BUSINESS:

None

NEW BUSINESS:

1. 8-24 referral – request of Duhamel to purchase town owned land on Hinkle Mae Drive.

Staff reported this is a single parcel owned by the Town. There are no other Town properties nearby. The parcel is flat with shrubs and trees on it now. A building cannot be put on this lot. It may allow for an addition to Duhamel’s home property. This type of sale is not meant to inspire development.

Motion: The Coventry Planning and Zoning Commission recommends that the Town Council approve the sale of Town property located on Hinkle Mae Drive (Assessor’s Map Q, Block K, Lot 43) to the abutter Duhamel, pursuant to CT General Statutes 8-24.

Reason for the decision: The conveyance will make the Duhamel property more conforming to the Zoning Regulations.

By: Polsky               Seconded: Burrington

Voting:
For: Pattee, Marek, Hall, Burrington, Polsky
Against: None
Abstain: None

2. Preliminary discussion with William Hall regarding the Knights of Columbus building located at 138 Snake Hill Road.

William Hall was present to speak about the possibility of using the Knights of Columbus building at 138 Snake Hill Road for his archery business. He resides at 1022 Grant Hill Road. W. Hall is an archery guru who has been teaching archery for many years. The family has an indoor archery range in Manchester. W. Hall has been teaching at one of the mill buildings in Willington in space that he has been renting. However, he has been looking for a place to offer more than he does currently. A tentative agreement has been worked up to purchase the property with his intention of turning the property into an archery club. The indoor range and teaching space do not require any modification to the building. There will be a flat practice field and a 12-target field course. The map presented shows the proposed field layout. The blue lines with circles indicate the target area; the red lines show the required safety area behind the target. Shooting is done toward the circle. Two targets will be shooting into a 30’ berm. The Wetlands Agent was been on the property.
Pattee is concerned about how the abutting property owner may respond. W. Hall stated the abutting properties are fairly large pieces. There is nothing beyond and behind the target and safety areas. This property backs up to the power lines. The main abutter is a residence that is not off of Snake Hill Road and is 12-acres in size. Pattee requested a map showing the abutting property owner’s names if this becomes an application. Staff commented the rear property line shown may not be right. If it is correct, the encroachment off the property needs to be addressed.

W. Hall would like to start the next session of classes on this property as his lease in the Willington building ends March 31, 2020. The Knights of Columbus are willing to rent him this property on a per diem basis through April and the first couple of weeks in May for the indoor classes and targets.

Marek commented this would need to be seen as a public hearing with questions asked or concerns expressed about the intended use. For this, a formal site plan will not be used? As to the possible agreement from the PZC for the applicant to rent the building for archery classes while the hearing process takes place, aren’t we concerned that people noses will be out of joint that the use is taking place during the process?

W. Hall envisions having the outdoor part of the archery club being used year-round. This is a sportsman club, but with the use of bows and arrows. Members would go through a screening process, sign waivers, and guests would be allowed with a member. A day pass could be purchased and an online waiver signed. The walkways and driveways would be maintained during the winter. No maintenance will be done in the field.

W. Hall replied to Burrington’s question about the use of cross-bows on the range that he steers away from these as they have the ability to be kept loaded and cocked. The outdoor course will be used from dawn to dusk as there will be no lights out there. The indoor range will be open all hours so there are no hours of operation per se. The members will have access at any time.

Pattee is supportive of this quiet sport, especially with crossbows not being allowed. PZC will be as supportive as we can in making this proposal happen.

S. Hall commented that W. Hall has mentioned the use of the main building. What about any of the other buildings on the property? W. Hall replied there is a large barn containing a two-bay garage and loft. The loft is used for storage by the Boy Scouts. Right now this is separate from his dealings with the current owners. W. Hall understands the Boy Scouts have not been actively using the space. W. Hall may have a couple of machines stored here to keep the grass down. There will not be hunting on the property.

S. Hall thinks this is a good use of the building and the area. This is a very quiet area and the use will not have much impact to it. The neighbors have had some problems with previous rentals. The Knights of Columbus got out of that business. The building has been dormant for some time.

Polsky added this use fits with the POCID in regards to nature and the outdoors. W. Hall will clear out the invasives. The largest area of clearing will be to the left side of the berm. The right side is a hillside and wooded. Trees will not be taken down. There is no intention of obtaining a liquor permit. The space would not be rented out. It will be used
by club members and for the classes he is teaching. There will be some events held for the members such as tournaments going through the 12 outdoor stations. W. Hall does not really see the property having any signage. W. Hall estimates he gets 60-80 students per session with the member number being estimated at 80. This number is based on the memberships of three nearby clubs. W. Hall will be onsite when teaching, practicing, or working on his bow. Members will have a self-pass to the facility. W. Hall is looking at having electronic keys and a camera system inside and motion lights. Anything required as a matter of liability will be installed.

The Knights of Columbus are allowed rentals as a current use. W. Hall will carry the necessary insurance.

**DECISIONS:**

**Motion:** The Coventry Planning and Zoning Commission approves Special Permit application #20-01 of Richard Maloney, agent for owner 1657 Boston Turnpike, LLC for grocery beer sales at 1657 Boston Turnpike (Save-n-Go) (Assessor’s Map 10, Block 17, Lot 1A-1) Commercial Zone.

Reason for Decision: The application complies with the applicable criteria.

By: Marek Seconded: Polsky

Voting:
For: Marek, Hall, Polsky, Burrington
Against: None
Abstain: Pattee

**Motion:** The Coventry Planning and Zoning Commission the waiver request for application #20-01 of Section 7.03.03 of the Zoning Regulations to waive the site plan requirements as no construction is proposed.

By: Burrington Seconded: Hall

Voting:
For: Marek, Hall, Polsky, Burrington, Pattee
Against: None
Abstain: None

**ADOPTION OF MINUTES:**

1. **January 13, 2020**

**Motion:** The Coventry Planning and Zoning Commission approves the minutes of the January 13, 2020 meeting.

By: Burrington Seconded: Marek
Voting:
For: Pattee, Marek, Hall, Burrington, Polsky
Against: None
Abstain: None

COMMUNICATIONS:
None

STAFF REPORTS:
Staff reported the committee is in the position of releasing the working draft of the POCD. The online link for the 100-page document, appendices, and maps will be emailed to the Members. A hardcopy can be provided as desired. Pattee and Jobbagy have worked on this for the past three years with Pollansky contributing as well. It is now time for internal review by Staff, Commissions, and Boards before going to the public. The formal hearing process will begin in March, including the notification to abutting towns and notice of public hearing. Jobbagy was the primary writer with Town Staff support and Staff wants to acknowledge this is Jobbagy second time at authorship of the POCD. Other towns pay hundreds of thousands of dollars using outside consultants for this process. Ours is actually developed by citizens of Coventry. Parts of the POCD are being used as a model for other Town’s POCDs. Town Manager Elsesser has spoken to the Town Council about the money savings by having PZC members and Town Staff rewriting the POCD. Pattee would like to recognize the process and the people involved, with Jobbagy as the primary writer, to the Town Council. The Council will also be receiving the email link this week.

Hall commented the portico at Shoddy Mill came out very nice.

ENFORCEMENT:
None

PLAN OF CONSERVATION AND DEVELOPMENT RELATED DISCUSSION:
See Staff Reports section.

ACKNOWLEDGEMENTS:
None

ADJOURNMENT:
Pattee adjourned the meeting at 8:10 p.m.
Respectfully Submitted,

Yvonne B. Filip
Yvonne B. Filip, PZC Recording Secretary

PLEASE NOTE: These minutes are not official until approved by the Planning and Zoning Commission at the next Commission meeting. Please see the next Commission meeting minutes for approval or changes to these minutes.