

ENFIELD PLANNING AND ZONING COMMISSION
REGULAR MEETING

MINUTES

Thursday, October 28, 2021 – 7:00 p.m.
ENFIELD TOWN HALL - COUNCIL CHAMBERS
820 ENFIELD STREET - ENFIELD, CT

RECEIVED
ENFIELD TOWN CLERK

2021 NOV -4 AM 9:15

Shela M Bailey

Call to Order & Pledge of Allegiance

Chairman Nelson called the meeting to order at 7:02 PM.

Roll Call

Commissioner Szewczak took the roll and present were Commissioners Frank Alaimo, Richard Szewczak, Ken Nelson, John Petronella and Alternate Commissioners Vinnie Grillo, Nelson Correia and Kiran Majmudar. Absent were Commissioners Virginia Higley, Linda DeGray and Mary Scutt.

Chairman Nelson seated Alternate Commissioner Correia.

Also present were Ben Winter, Assistant Town Planner and Laurie Whitten, Director of Development Services.

Approval of Minutes

- a. October 14, 2021 – Regular Meeting

Motion: Commissioner Szewczak made a motion, seconded by Commissioner Alaimo, to approve the minutes of the October 14, 2021 Regular Meeting.

The motion passed with a 5-0-0 vote.

Votes: 5-0-0

Zoning Enforcement Report

Chairman Nelson asked if there were any questions; there were none.

Motion: Commissioner Alaimo made a motion, seconded by Commissioner Szewczak, to take a 5-minute recess.

The motion passed with a 5-0-0 vote.

Votes: 5-0-0

Chairman Nelson called the meeting back to order and seated Alternate Commissioners Grillo and Majmudar.

Public Participation

Walter Kruzel, 21 Charlie Road, addressed the Commission. He stated that the signage in front of Costco that says Keep Right is ridiculous and annoying. Mr. Kruzel stated that Costco was approved to have a two-way road in front of the store, and it bottlenecks the traffic.

Chairman Nelson asked if anyone else would like to speak; no one came forward.

Old Public Hearings

- a. **PH# 3017MA** – 1297 Enfield Street – Zone change request from HR-33 to SDD; Felician Sisters of North America Real Estate Trust, Owner; The Community Builders, Applicant; Map 46/Lot 2; HR-33 Zone. **TABLED**

Chairman Nelson stated that this has been tabled until the next meeting.

Motion: Commissioner Szewczak made a motion, seconded by Commissioner Alaimo, to table PH# 3017MA at the request of the applicant until the meeting on November 18, 2021.

Commissioner Szewczak read aloud an email from Attorney Carl Landolina requesting the Public Hearing to be tabled.

The motion passed with a 7-0-0 vote.

Votes: 7-0-0

New Public Hearings

- a. **PH# 3013** – 51 Enfield Street – Special Use Permit application to convert a non-conforming use to a less intensive non-conforming use for a car wash and motor vehicle detailing facility; Diane Pagano, Owner/Applicant; Map 35/Lot 206; BL Zone. **TABLED**

Commissioner Szewczak read aloud an email from Diane Pagano requesting the Public Hearing to be tabled.

Motion: Commissioner Szewczak made a motion, seconded by Commissioner Petronella, to table PH# 3013 at the request of the applicant until the next meeting on November 18, 2021.

The motion passed with a 7-0-0 vote.

Votes: 7-0-0

- b. **PH# 3019** – 110 High St – Special Permit application for change of use of the property as a daycare; Town of Enfield, Owner; William and Melissa Adams, Applicant; Map 25/Lot 75; TD-5 Zone.

Commissioner Szewczak read the legal notice and took the roll and present were Commissioners Frank Alaimo, Richard Szewczak, Ken Nelson, John Petronella and Alternate Commissioners Vinnie Grillo, Nelson Correia and Kiran Majmudar. Absent were Commissioners Virginia Higley, Linda DeGray and Mary Scutt.

Melissa and William Adams, 272 Abbe Road, addressed the Commission. Ms. Adams stated that they currently own three childcare centers in Enfield and are full, so they would like to expand.

Commissioner Szewczak stated that requiring additional parking for persons who cannot drive seems a little outdated and asked for clarification on that. Ms. Whitten stated that they base their reports on what the regulations say, but the applicant can modify the parking requirements.

Ms. Whitten introduced new Assistant Town Planner Ben Winter.

Mr. Winter stated that the parking was based off of the ratio given in the regulations. He stated that they do have the power to alter the required parking.

Ms. Adams stated that they do not have all families dropping off at the same time, and some families have several children. She stated that in the event that they need additional spaces, Molina's has agreed to allow them to park in their lot.

Chairman Nelson asked what the student to teacher ratio is, to which Ms. Adams replied that it is 1 adult to 4 students for children under the age of three, and 1 adult to 10 students for children over the age of three.

Commissioner Petronella asked if there were any issues with parking when the town operated this facility previously. Mr. Adams stated that the previous director told them that the owner of Molina's allowed them to park there if need be. Commissioner Petronella stated that he has no issue with them waiving the parking requirement.

Commissioner Majmudar asked if the number of available parking spaces will be sufficient for most routine usage, to which the applicants replied that it is. Commissioner Majmudar asked if they will have someone directing traffic if they have an event or function to ensure the emergency vehicles can get in and out. Mr. Adams stated that the manager onsite has eyes on the driveway. Ms. Adams stated that due to COVID, parents do not come inside and just drop off, so there is no excess of cars backed up.

Chairman Nelson stated that the drop off and pickup at Enfield Public Schools is ridiculous and is a safety hazard. He requested a condition of approval that the flow of traffic does not dump into High Street.

Commissioner Alaimo stated that the Fire Marshal has no issues or concerns, so he is good with the application.

Chairman Nelson requested that the applicants describe their business. Ms. Adams stated that she owns Bright Beginnings and described where they are located.

Chairman Nelson asked three times if anyone in the audience would like to speak; no one came forward.

Motion: Commissioner Szewczak made a motion, seconded by Commissioner Petronella, to close the Public Hearing.

The motion passed with a 7-0-0 vote.

Votes: 7-0-0

Motion: Commissioner Szewczak made a motion, seconded by Commissioner Petronella, to approve PH#3019 with 19 conditions and a site-specific condition that the flow of traffic does not spill out onto High Street.

The motion passed with a 7-0-0 vote.

Votes: 7-0-0

- c. **XSU# 21-09** – 117 Post Office Rd – Special Permit application to install a modular classroom at Stowe School; Town of Enfield, Owner/Applicant; Map54/ Lot 6; R-33 Zone.

Commissioner Szewczak read the legal notice and took the roll and present were Commissioners Frank Alaimo, Richard Szewczak, Ken Nelson, John Petronella and Alternate Commissioners Vinnie Grillo, Nelson Correia and Kiran Majmudar. Absent were Commissioners Virginia Higley, Linda DeGray and Mary Scutt.

Ms. Whitten stated that she will be representing the town and that they would like to put in a 24x66 modular over a basketball court. She stated that the only impact will be digging of utilities to bring power from the front to the modular. Ms. Whitten stated that there will be no impact from increased children as this does not increase enrollment.

Chairman Nelson asked how long this is for, to which Ms. Whitten replied that they may actually add other one later. Commissioner Petronella asked if it is temporary, to which Ms. Whitten replied that they are there until they are no longer needed.

Commissioner Grillo asked what the modulares look like as they will be visible from the road. Ms. Whitten stated that they are classrooms and instead of educational use they will be recreational use.

Chairman Nelson asked if they would allow a business to do this for an unknown amount of time, to which Ms. Whitten replied that they would if it satisfied all of the bulk and area requirements. Chairman Nelson stated that they do not allow storage trailers, to which Ms. Whitten replied that this will be a classroom on a foundation. Commissioner Alaimo stated that they are adding a new transformer as well. Ms. Whitten stated that they plan on having this for some time.

Commissioner Szewczak asked if there are different options for the appearance of the modular unit. Ms. Whitten stated that these are pre-fab and she is not sure. Commissioner Szewczak asked if the town already owns these or if they are going to purchase them. Ms. Whitten stated that the Board of Education will be leasing it. Commissioner Szewczak stated that it will be visible now that it is in the side yard rather than the rear yard.

Commissioner Szewczak asked if it has to be handicap accessible, to which Ms. Whitten replied that there may be a ramp.

Commissioner Alaimo stated that there are no Department comments and they need more information. Ms. Whitten stated that every application circulates through the Departments.

Chairman Nelson stated that Stowe has significant traffic backup as well. Commissioner Grillo stated that he wants to see what it looks like.

Commissioner Petronella asked if there is a requirement for a site plan application, to which Ms. Whitten replied that there is no grading and it will just be dropped there.

Commissioner Petronella asked if there are sanitary hookups, to which Ms. Whitten replied that there is no need as the program is only 45 minutes. She stated that if they need to go to the bathroom they will have to go across the parking lot to the school.

Commissioner Szewczak asked how the kids will get out there during inclement weather. Ms. Whitten stated that it is the same as if they are going from the car to the building, and they will have to carry an umbrella.

Ms. Whitten asked if the Commission would like the rendering, to which Chairman Nelson replied that they want everything they would require of an applicant. Commissioner Petronella stated that the foundation plan is not site specific and the dimensions do not correlate with those on the application.

Chairman Nelson asked three times if anyone in the public would like to speak in favor or against the application; no one came forward.

Motion: Commissioner Alaimo made a motion, seconded by Commissioner Szewczak, to table XSU# 21-09.

The motion passed with a 7-0-0 vote.

Votes: 7-0-0

2. New Business

- a. **SPR# 1870** – 101 North Street – Site Plan Modification Application to allow pavement within 10 feet of the front property line for track racing; Chris Marcy, Applicant; 101 North, LLC Owner; Map 93/Lot 21; I-1 Zone.

Christopher Marcy, 39 Parker Street, addressed the Commission. He stated that they want to pave in front of the building, fence it off, and put another RC track there.

Ms. Whitten stated that this business has been cited by the ZEO for putting the racetrack for RC cars in the front yard setback where there should be at least 5 feet to pavement and 25 feet to landscaping. She stated that the Commission has the right to modify the landscaping requirement but she is not sure they have the right to allow the pavement and recreational use within the front yard setback.

Commissioner Alaimo asked if that track has been there for a long time. Mr. Marcy stated that there is a concrete area which they re-paved, and then paved further down and made a new track. He stated that he hired a survey company but it got delayed as the surveyor was in the hospital and it was in the middle of COVID, and during that time he received the violation.

Chairman Alaimo stated that there is a new track in addition to the one that was there, as well as a new fence, which Mr. Marcy confirmed to be the case.

Mr. Marcy stated that he hired a fence company and they called Planning and followed instructions as to where to locate the fence. He stated that the fence is 12 feet off the road and they paved behind it in an area that already had concrete.

Chairman Nelson asked if the fence is a legal distance off of the road, to which Ms. Whitten replied that it must be on his property. Discussion took place regarding the location of the fence and the property line. Chairman Nelson stated that landscaping buffers do not matter if they are located behind a 6-foot stockade fence.

Commissioner Szewczak stated that the fence is in the correct location, but a portion of the paved area is encroaching on the setback area. He stated that they need to determine whether this affects the intent of the setbacks or decreases the value of the adjacent properties.

Chairman Nelson stated that it does not matter what gets done behind the fence as it is not going to be visible. He stated that he is willing to work with the applicant as they have invested significantly in this area.

Commissioner Alaimo stated that the applicant lost a section of fence in the wind, to which Mr. Marcy replied that he already fixed that.

Mr. Marcy asked if he can tear up the existing concrete pad area and re-pave it, to which Chairman Nelson replied that he should work with Staff.

Commissioner Majmudar stated that the Commission may modify the buffer standards when adjoining land uses are sufficiently protected. He stated that the adjoining properties in this case are sufficiently protected and are not adversely affected by this development.

Motion: Commissioner Szewczak made a motion, seconded by Commissioner Petronella, to approve SPR# 1870.

The motion passed with a 7-0-0 vote.

Votes: 7-0-0

- b. **SPR# 1872** – 109 Elm St – Site Plan Review application to demolish existing office building and construct a new 3,200 sq ft car wash facility. AAA Club Alliance Inc., Owner; Western Ma EEN, LLC, Applicant; Map 43/Lot 7; BG Zone.

Attorney Carl Landolina of Fahey & Landolina Attorneys, LLC addressed the Commission along with Jim Bernardino of CMG Environmental, Inc. in Sturbridge, Massachusetts. Mr. Landolina stated that this is a BG zone where car washes are allowed, and the plan is to raze the building and build a new car wash. He stated that AAA will be staying in the building until their new building is completed, at which point his clients will demolish it.

Mr. Bernardino went over the existing conditions on the site, including square footage, access, buffers and setbacks. He stated that the plan is to raze and rebuild, and start from scratch.

Mr. Bernardino went over the details of the proposed project. He stated that they will be closing one of the existing site driveways and limiting it to one. He stated that there will be 17 vacuum stations and pointed out the access and traffic flow on the site plan.

Mr. Bernardino described other physical features of the proposed site including parking, dumpsters, screening and landscaping. He stated that they are decreasing the impervious onsite and treating water coming off of the site with a water quality unit. He stated that they have developed a comprehensive erosion & sedimentation plan and full utility plan.

Mr. Bernardino stated that there will be no new curb cuts and only the water line will have to go into the roadway. He stated that they had an ART meeting and were able to incorporate all comments that they have received to date with an updated package that has been submitted to the Commission.

Mr. Bernardino addressed comments from the Fire Department and WPCA, stating that they had met with them and responded. He stated that there is a comprehensive lighting plan and there are no negative impacts to surrounding properties or the roadway system.

Chairman Nelson asked if there will be a gate at the exit, to which Mr. Bernardino replied that there will not. Chairman Nelson asked what will stop someone from driving in the exit and getting a free vacuum. Mr. Bernardino explained that it is not a 24/7 operation so there will be no power to the vacuums after hours. He stated that the hours of operation are 7 am to 8 pm.

Chairman Nelson asked if the applicant is required to have an oil separator. Mr. Bernardino stated that they are, and they are implementing a reclaim system which allows them to use less new water.

Commissioner Alaimo asked what the width of the new entrance/exit is, to which Mr. Bernardino replied that it is very wide. Commissioner Alaimo stated that he is taking one entrance or exit away and making one out of two, which Mr. Bernardino confirmed to be the case. Commissioner Alaimo asked if there will be signage there. Mr. Bernardino stated that they will have a 35-foot-wide dedicated entrance and dedicated exit, with directional signage that is not shown on the site plan. He went on to state that there is a free-standing sign out front.

Commissioner Alaimo asked if the gating mechanisms are similar to the Golden Nozzle car wash in Springfield.

Richard Smith, 241 Wolf Swamp Road, Longmeadow, Mass addressed the Commission. He stated that the gates will be similar to the Springfield car wash.

Commissioner Szewczak asked if the windows on the side of the building are faux or glass, to which Mr. Bernardino replied that they are faux windows. Commissioner Szewczak asked if they will be lighted, to which Mr. Bernardino replied that he does not know. Commissioner Szewczak stated that they do not want it to look like an abandoned building at night. Mr. Smith stated that it is very common to use those windows in that industry.

Commissioner Majmudar stated that it is a very visible location and a heavily trafficked area. He stated that they would like to see enhanced lighting so that it will blend in with the rest of the commercial character of the neighborhood. Mr. Smith stated that they make their sites as bright as possible.

Chairman Nelson stated that they previously voted down a car wash across the street as they did not feel it was fit for that area. He stated that he does not know that this is a good location for a car wash.

Mr. Landolina stated that this is a site plan application and the concerns they are raising are not relevant to the application. He stated that this is a permitted use in the BG zone and it is a beautiful car wash that complies with all of the regulations that relate to site plan uses.

Commissioner Grillo stated that the car wash the applicant had wanted to put across the street did not belong there. He stated that this is a nice car wash and he feels a lot more comfortable with this location than the previous one.

Commissioner Szewczak stated that he would like to see them create something that softens the design and blends with the surrounding buildings. Discussion took place regarding how best to blend the new building with the existing area.

Chairman Nelson asked if they will be doing any signage on the building, to which Mr. Bernardino replied that they will. He stated that they are in the midst of preparing a sign package but he does not have the details with him.

Commissioner Correia asked if the applicants own the car washes in Tolland and Vernon, to which Mr. Smith replied that they do not but they are friends with him and this building is similar to his. Commissioner Correia stated that this will provide a good service to the town.

Commissioner Petronella stated that the south elevation is Elm Street and asked why the dark bronze PVC vinyl screening at the roof deck for mechanical equipment is on this side. He stated that everything appears to be one color except for the blue stripe.

Commissioner Petronella stated that there is no lighting from the front of the building to the street, so the building is going to be dark and appear abandoned from Elm Street. He suggested some sort of down lighting possibly on the soffit to give the building a bit of presence.

Commissioner Alaimo stated that the north and south elevations are labeled wrong; Commissioner Petronella stated that south is Elm Street. Discussion took place regarding which elevation plan represents the front of the building.

Ms. Whitten asked if the applicant considered putting some soft low landscaping along the building. Mr. Bernardino stated that they do have a landscape bed in the front with the potential to add additional landscaping along the front if necessary. Ms. Whitten stated that this will help soften the building.

Commissioner Alaimo stated that some indirect lighting will look nice, and that this building will look nicer than the existing building. Mr. Bernardino stated that this is valid and they can incorporate either soffit lighting or accent lighting. Commissioner Alaimo stated that the gating and safety pieces are important and they work well.

Chairman Nelson asked if the pass is good at all Golden Nozzles, to which Mr. Smith replied that it is. Commissioner Correia asked if the pass is unlimited, to which Commissioner Alaimo replied that it is.

Mr. Landolina went over the items the Commission is requesting, including additional landscaping along the front of the building and additional lighting along the front of the building. Commissioner

Szewczak stated that they would also like to revisit the coloration of the building so that it has a little more contrast.

Chairman Nelson stated that they are not going to make the color scheme a condition, and the condition would be 7 recessed cans in the soffit between each window shining down on 7 bushes. Commissioner Szewczak stated that he still wants his color, to which Chairman Nelson replied that the Commission cannot demand that they change colors. Chairman Nelson stated that the applicant can consider coloring the peaks or something.

Motion: Commissioner Szewczak made a motion, seconded by Commissioner Grillo, to approve SPR# 1872 with three additional site-specific conditions: to provide additional contrast to the exterior lighting or color scheme so it is more defined, to provide landscaping at the front of the building, and to add 7 cans and 7 bushes at the front of the building.

The motion passed with a 7-0-0 vote.

Votes: 7-0-0

Chairman Nelson asked when they are looking to open, to which Mr. Smith replied that they will probably open late summer.

Director of Development Services Report

Ms. Whitten requested that they change the order and have the discussion on farm breweries and wineries first since the potential applicant is in the audience.

Motion: Commissioner Szewczak made a motion, seconded by Commissioner Alaimo, to reverse the order of items of discussion under Director of Development Services Report.

The motion passed with a 7-0-0 vote.

Votes: 7-0-0

a. Discussion on Farm Breweries & Wineries

Ms. Whitten stated that Mr. Mastroberti has been requesting this for over a year. She stated that Staff did some background research and she pulled out an Ellington regulation which she modified for Enfield and provided to the Commission.

Charlie Mastroberti, 50 Weymouth Road, addressed the Commission. He stated that everything looks good, but he would like to get "farm store" added along with the signage in #8. Ms. Whitten stated that she provided the sign standards currently in place, and she would go with 32 square feet (SF) for a farm store. She asked Mr. Mastroberti if he was talking about a wall sign, to which Mr. Mastroberti replied that he is talking about a street sign or entrance sign. Ms. Whitten stated that the farm stands allow the attached signage but not necessarily the street signage.

Commissioner Szewczak asked if the farm store will be a residence as well. Mr. Mastroberti stated that it is strictly an accessory farm building. Commissioner Szewczak stated that it will be a standalone parcel of land with a building on it and no residential structures, which Mr. Mastroberti confirmed. He stated that they currently have an existing farm and sell honey and firewood. Mr.

Mastroberti stated that they would like to employ special needs children to serve the beer. He stated that the current state regulations call the building itself a farm store.

Commissioner Alaimo stated that there are hours of operation but in the past the Commission has not regulated operating hours for any business. Ms. Whitten stated that towns might do this because a lot of these are in residential zones.

Commissioner Szewczak suggested that they go through the items one by one. Ms. Whitten read through item #1 and stated that the purpose is so that this does not turn into the retail sales of just anything. Commissioner Alaimo stated that they allow other farm materials to be brought to the location for other uses like this. Chairman Nelson stated that farm stands sell everybody's produce. Chairman Nelson stated that this means he cannot sell more than 40% of other farms' products; Commissioner Alaimo questioned why they would want to regulate that. The Commission came to the consensus that they would like to remove this.

Ms. Whitten stated that the minimum lot size is three contiguous acres because that is the definition of a farm in Enfield. Commissioner Alaimo stated that they should be consistent and keep it at three. Chairman Nelson stated that he is concerned with the three acres for a brewery as they need the building, the structure they live in, and parking for the brewery. He stated that this is a lot to squeeze into three acres. Ms. Whitten stated that they will have to prove they can provide the parking and the setbacks. Chairman Nelson stated that for a brewery it should be at least five acres; the Commission agreed to change three to five.

Chairman Nelson stated that the town setback requirements are 100 feet for any barn. He stated that outdoor activities should also remain 100 feet rather than 200 feet; the Commission and Mr. Mastroberti agreed.

Chairman Nelson asked if the Commission and Mr. Mastroberti are ok with the parking requirements; everyone agreed that they are. Commissioner Correia asked how many people can be in the building drinking. Mr. Mastroberti stated that the taproom itself is small, only 400 SF, but people can come and grab something and sit outside. He stated that it will be similar to the brewery on Route 10 in Granby.

Commissioner Majmudar asked what the ideal square footage for a building would be between equipment to make the beer, storage of materials, and how many people he wants to serve. He asked if it would fit in an envelope that is 5 acres with 100-foot setbacks. Mr. Mastroberti stated that it would be an ideal amount of space. He stated that the building right now is two floors and about 800 SF.

Chairman Nelson stated that he does not want to limit the days or hours of operation. Commissioner Szewczak asked if they want to allow him to be open as late as a bar in a residential community. Mr. Mastroberti stated that most farm breweries have limited hours and he has no problem with the hours listed. Chairman Nelson stated that the night may go later when he does hayrides. Commissioner Alaimo stated that it should be relative to the state liquor permit and should not be determined by the town. Chairman Nelson stated that the hours of operation should be determined by the operator. The Commission agreed to remove the limits on the hours of operation.

Ms. Whitten stated that she will make the modifications and they can send it to CRCOG for review, after which they can have a Public Hearing.

b. PA 21-29 Parking opt out by Town Council

Ms. Whitten stated that the Commission and the Town Council opted out of the ADUs on page 3. She stated that they must abide by the statutes for multi-family housing. She stated that they cannot limit the unit size and cannot opt out. She stated that they need to provide fair, equitable and diverse housing and this will need to go into the Plan of Conservation & Development (POCD).

Ms. Whitten stated that they must create an affordable housing plan by statute and update it every five years. Chairman Nelson asked if Enfield already has an affordable housing plan, to which Ms. Whitten replied that they have some wording but it is vague. She stated that the big thing is the minimum unit size.

Ms. Whitten stated that the Executive Order regarding outdoor dining is continued until March of next year. She went on to state that the Town Council voted not to have any recreational cannabis in town. Chairman Nelson asked how the Town Council was able to opt out of this, to which Ms. Whitten replied that there is an opt out provision for recreational cannabis but not for multi-family housing.

Ms. Whitten stated that they can opt out of traffic and parking, and the local municipality can decide on what the speed limits are in town.

Ms. Whitten stated that the big thing is reduced parking requirements. She stated that they cannot require parking in excess of one space per studio/one-bedroom unit, or two spaces per larger housing units. Ms. Whitten stated that she does not see a problem with one space per studio apartment, but it is up to the Commission. Chairman Nelson asked about four-family homes, to which Ms. Whitten replied that there are two spaces per dwelling unit, so it goes by unit and not house. Ms. Whitten provided comparisons between the current parking requirements and these, stating that one space per studio/one-bedroom unit is reasonable.

Commissioner Szewczak asked if they ever regulate whether additional spaces are provided for visitors. Ms. Whitten stated that there is not currently a provision for this within multi-family complexes but there may be a way to do it. Mr. Winter stated that if they are trying to add visitor parking, they are requiring extra spaces per dwelling unit and just calling them visitor spaces. Chairman Nelson stated that they are requiring it for the complex and not the units. Ms. Whitten stated that she does not have a definitive answer but it would have to be creative.

Chairman Nelson asked if there is anything else they need to opt out of, to which Ms. Whitten replied that there is not. Chairman Nelson asked if they can opt out of the Commissioner re-training, to which Ms. Whitten replied that they cannot. Ms. Whitten went over the training requirements along with some of the entities that are offering training. Chairman Nelson asked who pays for the training, to which Ms. Whitten replied that the one she saw is free. She stated that otherwise they will have to budget for it.

Administrative Approval Report

- a. **SPR# 1874** – 75 Freshwater – Site Plan Modification application to improve ADA accessibility on site; Brixmore GA Freshwater, Owner; Kelly Bohnenberger, Applicant; Map 57/Lot 346; BR Zone

Ms. Whitten stated that this was all ADA improvements and the Commission had decided to have that as administrative approval at the last meeting. Commissioner Alaimo asked what 75 Freshwater is, to which Ms. Whitten replied that it is Costco.

Applications to be Received

Commissioner Alaimo stated that there is a Public Hearing sign up at the Elm Street Noble gas station and asked if it is for a new application or is an old sign. Ms. Whitten stated that she is not sure what the sign is or why it is there. She stated that they did have a Public Hearing and probably just left it there as she does not see any other new applications. Commissioner Alaimo stated that the sign should come down, to which Chairman Nelson replied that it will. Commissioner Alaimo stated that the sign is misleading to the public and people are asking questions.

Adjournment

Motion: Commissioner Grillo made a motion, seconded by Commissioner Szewczak, to adjourn.

The motion passed with a 7-0-0 vote.

Votes: 7-0-0

Prepared by: Elizabeth Bouley

Respectfully Submitted,

Richard Szewczak, Secretary