Town of Bloomfield
Town Planning & Zoning Commission
Council Chambers, 800 Bloomfield Ave
DRAFT MINUTES
Thursday November 21, 2019


Also Present: Director of Planning & Economic Development, Mr. José Giner

1. Call to Order: Chairman Barry Berson called the meeting to order at 7:03 p.m.

2. Roll Call: A quorum was established with seven regular and three alternate members present.

3. Organizational Meeting:
   a. Election of Officers.
      Commissioner Lester nominated Mr. Barry Berson for the Town Plan and Zoning Commission Chairman’s position and Commissioner Ford seconded it. The Town Plan and Zoning Commission voted unanimously for Mr. Barry Berson to remain Chairman for the Town Plan and Zoning Commission.
      Commissioner Ford nominated Mr. Byron Lester for the Town Plan and Zoning Commission Secretarial position and Commissioner Joslyn Chance seconded it. The Town Plan and Zoning Commission voted unanimously for Mr. Byron Lester to remain the Town Plan and Zoning Commission Secretary.

4. Approval of 10/24/19 Minutes:
   Commissioner Lester made a motion to approve the 10/24/19 Minutes with corrections and Commissioner Ford seconded the motion. The Commission voted unanimously to approve the 10/24/19 Minutes with corrections.

5. Site Plan Approval: None
   Commissioner Lester read the legal notice published in the Hartford Courant on November 6th and November 15th 2019.

6. Public Hearings:
   b. Request by Naro Family Limited Partnership (owner: RBS Realty Enterprise LLC & Robert Schwartz) for a Special Permit under Section 4.1.D.4 for a change of use to a restaurant and office or medical office at 5-9 Tunxis Avenue, BCD zone.

   Mr. Timothy Coon, P.E., of JR Russo, located at 1 Shoham Rd. East Windsor, CT spoke concerning this application. Mr. Coon gave the project location, a general description and the project proposal.

   He stated the subject properties are the former locations of a gasoline service station and the Bloomfield Hardware Store. The gas station has been razed and the front of the former hardware store has been damaged after a fire caused by a car accident.

   Mr. Coon stated that the applicant is proposing to renovate the existing building to be used as a restaurant, business office, medical office and/or combination. These uses are allowed in the Bloomfield Center District by Special Permit. In addition to the building renovations, the site plan include the improvement/reconfiguration of the existing parking/loading area at the rear of the building and the construction of a new parking lot on the former gasoline station property which will provide the required parking for the proposed uses.

   Mr. Coon stated that, in accordance with Section 6.1.B.2 of the Bloomfield Zoning Regulations, the applicant is requesting a waiver of the requirement for a licensed landscape architect. Upon review of the Zoning Regulations, it was determined that the required
landscaping at the site is limited to street trees and trees in the proposed parking lot. Based on minimal impact of the required landscaping and the experience of J.R. Russo & Associate, LLC, the company can provide adequate landscaping plans without a landscape architect.

Mr. Coon also provided site improvement information which consist of the repaving of the existing parking lot in the back, regrading, added retention wall, restriping of the parking lot on the north side of the building. And they are adding twenty-nine (29) parking spaces on the south of the building for a total of 57 parking spaces to serve the building. He stated, that they are removing on curb cut therefore reducing run off, and providing an additional catch basin and storm water treatment unit. They are also proposing pipe replacement or repair. As far as landscaping, some trees will stay but trees will be added in the front and around the parking lot. Foundation planting and open concrete sidewalks are also included in the plan. Lighting will not spill over. They received approval from the IWW Commission on the November 18, 2019 meeting and have appeared before the Design Review Board.

Mr. Glenn Yeakel, the Architect on this project, gave a brief history of the building showing diagrams of the present building and the proposal for the new improved building. He stated he received the Design Review Board comments and he revised the design to address what he saw as their more relevant requirements. He reviewed similar buildings in the area, in New York and in West Hartford. He stated that the only unifying element in the Bloomfield Town Center is the brick work.

Mr. Coon stated the Design Review Board had two concerns with the site plan. Their concerns are: 1) out of two parking lots there are no handicap parking spaces on the North side. Mr. Coon stated there are no handicap parking spaces on the north side because it does not meet handicap requirements for slope. The parking lots do not connect because of the elevation. There are two entrances one on the north side and one on the south side. 2) The Design Review Board’s other concern was that a handicapped person pulling into the north side, where there are no handicapped parking spaces, would need to back out of that area to get to the south side where the handicapped parking spaces are located. Mr. Coon stated handicapped persons will enter and exit on the south side where the handicapped parking is located and where the designated handicapped parking signs are located. Landscaping issues were also addressed.

Chair Berson asked Mr. Giner to give his input into the matter.

Mr. Giner referred back to his November 14, 2019 Memorandum to the TPZ Commission which contained his recommendations and conditions. He also included the Design Review Board’s November 13, 2019 Memorandum to the TPZ Commission which contained their comments and Karen Isherwood, P.E., Deputy Town Engineer’s November 7, 2019 Memorandum with her comments concerning this matter. The Design Review Board did not support the approval of the building and site design for reasons stated in their memorandum.

Mr. Giner stated that the Design Review Board hasn’t had an opportunity to review the new revised plans. Mr. Giner recommend continuing the hearing to the December 19, 2019 TPZ Commission Meeting so that the Design Review Board could review and comment on the new plans.

Public Questions:

Ms. Donna Hubbs (16 Brook Street, Bloomfield) asked will the project affect Filley Park. Mr. Coon assured her that it will not affect Filley Park.

Mr. Benjamin SKaught (261 Duncaster Road, Bloomfield) asked will the project affect the traffic flow. Mr. Coon stated there will be a roundabout created in that area and there are no anticipated traffic concerns over and above what exists now.

Commission Questions:

Commissioner Blint was concerned about there being only three (3) handicap parking spaces on the south side and access to Wash Brook. Mr. Coon stated that they are in compliance with handicap regulations but they have not addressed the slope on that land leading to Wash Brook yet.

Commissioner Bolton asked if the building had its original brick façade and does it add more value? Mr. Yeakel stated the existing hardware store has a brick façade and most of the
buildings in the area are brick. Commissioner Bolton asked about viewing restrictions on the east side and Mr. Yeakel explained there are two stores off of the building which will not be seen coming from the south side.

Commissioner Millette asked about merging the lots. Mr. Coon stated it is not part of the plan, it’s not necessary for zoning, there are no requirements or need to merge the lots. Their concern was complying with the easement. Mr. Giner stated Mr. Coon is correct.

Commissioner Ford asked was a traffic study required. He also asked what impact will traffic coming from the south side going to the north side have on the 5:00 p.m., rush hour. Mr. Coon that traffic study was not required. He stated that there was a flood zone to the back which prevented any filling or other disturbance that would attempt to unify the two parking areas. DEEP. Commissioner Ford stated it will be problematic going from the north side to the south side parking lot.

Commission Mara asked how many parking spaces will retail use. Mr. Schwartz (owner) explained that they provided for the maximum number of spaces that an anticipated use might require. He stated that staff would park in the back enter through the front. The north side parking could also be used for staff parking.

Commissioner Brenda Watson asked why rehab and not demolish? Mr. Schwartz stated not all of the building was burnt out. His real estate office is 50% of the building and is intact.

Chair Berson asked about the rear access and Mr. Yeakel stated the rear access is only for loading. Chair Berson asked was there an entrance on the south side? Mr. Yeakel stated there never was a south side entrance. Chair Berson asked if the applicant owns the gasoline station and Mr. Schwartz answered yes.

Public Comments:

Mr. Jon Colman, Chairman of the Design Review Board, requested that the hearing stay open until the December 19, 2019 TPZ Commission Meeting so that the Bloomfield Design Review Board has an opportunity to review the revised plans. (Included in the TPZ packet from Mr. Giner was an email from Mr. Jon Coleman to Mr. Giner dated November 19, 2019. The email stated Mr. Coleman (DRB) did not have an opportunity to review the latest design proposal and suggest that the TPZ keep the public hearing open to allow the DRB to review and comment on the revised proposal).

Mr. Lauren Rosen from ArtFX has been in business for over twenty years (20), he spoke highly of Mr. Schwartz’s past projects and stated he was in favor of this project.

Mr. Michael Wolf stated he owns the Bloomfield Bicycle Shop and it’s the oldest in New England. He stated Mr. Schwartz impressed him and he is all for this project. He stated it will remove an eyesore from the Town Center.

Ms. Ann Wolf congratulated the new appointed board members. She stated she endorses this project.

Carol Spruce (35 Filley Street, Bloomfield) stated the property is an eyesore and replacing an eyesore is a plus. She stated the traffic in Bloomfield has increased because the Town is growing.

Commission Comments:

Commissioner Joslyn Chance stated he is concerned with the creation of a roundabout in that area being too close to the building’s entrance. He felt it would create a safety issue.

Commission Chance recommend the applicant speak to DOT concerning this matter.

Commissioner Mara was also concerned with the roundabout and the traffic issues it may cause. He was also troubled by the split parking (north and south). He stated the north parking lot should handle the restaurant’s traffic. In his opinion, the traffic will be problematic but revamping the store is a great idea. Commissioner Mara recommend the DRB review the design.

Commissioner Ford also recommend the DRB review the design.

Commissioner Lester stated he was happy with the proposal but he recommend the DBR review the design.
Commissioner Millette was concerned with the non-connecting parking lots. He also recommend the DBR review the design.

Commissioner Bolton also recommend the DBR review the design.

Commissioner Blint stated she can see an opportunity to bring life to that part of Town. She would like to see more positive safe activity in the Center. She also recommend the DBR review the design.

Chair Berson also recommend the DRB review the design.

Mr. Coon stated the DRB will review the revised plans and that the roundabout plans will be part of the State DOT review of this project. Mr. Coon stated they will comply with all recommendations and conditions from the Town Staff.

**Commissioner Lester made a motion to table the request and continue the Public Hearing until the December 19, 2019 TPZ meeting. And Commissioner Bolton seconded the motion. The Commission voted unanimously to table the request and continue the Public Hearing until the 12/19/19 TPZ meeting.**

Commissioner Lester read the legal notice from the Hartford Courant for the Request by Hecheng Chen (owner: Levy Properties LLC) for a Special Permit under Sections 4.1.D.4.b and 7.4 to allow a liquor permit for a restaurant at 772 Park Avenue.

c. Request by Hecheng Chen (owner: Levy Properties LLC) for a Special Permit under Sections 4.1.D.4.b and 7.4 to allow a liquor permit for a restaurant at 772 Park Avenue.

Mr. Chen of 32 Alderwood Drive, West Hartford is the applicant. Mr. Chen stated he’s opening a seafood restaurant at 772 Park Ave, Bloomfield and he needs a liquor license for his establishment.

Mr. Giner was asked his input into the matter by the Chair. Mr. Giner referred back to his 11/14/19 memo to the TPZ Commission. Mr. Giner stated the applicants are requesting a restaurant liquor permit approval under Section 7.4 of the Zoning Regulations for a proposed restaurant that is going in the space formerly occupied by Nature’s Grocer at 772 Park Avenue in Bloomfield. Mr. Giner stated his recommendations and conditions for the approval of this request in his memorandum.

Public Questions: None

Commission Questions:

Commissioner Ford asked would there be live entertainment? Mr. Chen stated no.

Commissioner Blint asked would the menu be the same as his menu in his other seafood restaurants. Mr. Chen stated yes but some upgrades like Cajun seafood have been added.

Public Comments: None

Commission Comments: None

Commissioner Ford made a motion to close the Public Hearing and Commissioner Lester seconded the motion. The Commission voted unanimously to close the Public Hearing.

**Commissioner Ford made a motion TO APPROVE the request by Hecheng Chen (owner: Levy Properties LLC) for a Special Permit under Sections 4.1.D.4.b and 7.4 to allow a liquor permit for a restaurant at 772 Park Avenue, BCD zone. This approval is subject to conformance with the representations made on the record, Section 7.4 of the Zoning Regulations, and the following conditions:**

**Conditions to be met prior to the issuance of permits:**

1. A copy of the Special Permit shall be filed on the Land Records by the property owner.
General Conditions:

2. This approval is for the specific use and structures identified in the application. Any change in the nature of the use or the structures will require new approvals from the Bloomfield Town Plan and Zoning Commission.

3. This project shall be constructed and maintained in accordance with the referenced plans and representations made for the record. Substantive changes to the plans will require further Commission review and approval. Minor modifications to the approved plans may be allowed in accordance with the regulations, subject to staff review and approval.

4. By acceptance of this permit and conditions, the applicant and owner acknowledge the right of Town staff to periodically enter upon the subject property for the purpose of determining compliance with the terms of this approval.

Commissioner Lester seconded the motion. The Commission voted unanimously to approve the request.

Commissioner Lester read the Legal Notice from the Hartford Courant for the Request by Birken Manufacturing Co. for a Special Permit under Section 6.2.h.1.e to allow a reduction in parking for a building addition to an existing manufacturing facility at 3 Old Windsor Road, 1-2 zone.

d. Request by Birken Manufacturing Co. for a Special Permit under Section 6.2.h.1.e to allow a reduction in parking for a building addition to an existing manufacturing facility at 3 Old Windsor Road, 1-2 zone.

Mr. David A. Baram, Attorney at Law at Baram, Tapper & Gans, LLC located at Three Regency Drive, Bloomfield, and Mr. David S. Ziaks, P.E., President of F.A. Hesketh & Associates, Inc., located at 3 Creamery Brook, East Granby are representing this applicant.

Mr. David A. Baram stated the applicants are requesting Site Plan approval for a 19,208 s.f. addition to an existing manufacturing facility with related landscaping improvements located at 3 Old Windsor Road. The site has frontage on West Dudley Town Road. The applicants are also requesting a Special Permit under the Section of the regulations that allows a reduction of up to 35% of the parking spaces required by the regulations.

Mr. Ziaks gave a brief description of the site, planting, drainage basin runoff and the lighting. He stated they are requesting 52.7% impervious coverage (maximum is 60). This will be a one (1) story addition, material brick, painted metal panels to look like the existing building. It will provide access for delivery and picking up of parts to deliver to their customers. The larger trucks will need to back into the plant but it’s not a busy road. He stated the wooded area will be left in place. The landscaping will be around the entrance and water quality pond.

Chair Berson asked for Mr. Giner’s input. Mr. Giner referred back to his November 14, 2019 Memorandum to the TPZ Commission. He listed his referenced plans, conditions to be met prior to the signing of plans, conditions to be met prior to the issuance of permits, conditions which must be met prior to the issuance of a Certificate of Compliance and the general conditions.

Mr. Giner included Karen Isherwood, P.E., Deputy Town Engineer’s November 13, 2019 Memorandum to the TPZ Commission concerning this matter. He stated that the Deputy Town Engineer had been out to the site to check on the sight lines for the trucks backing out of the driveway onto West Dudley Town Rd. and found that they met the suggested standards.

Public Questions: None

Commission Questions:

Commissioner Blint stated this is a major investment and asked how many new employees may be needed. Mr. Ziaks stated they are not sure at this point.

Mr. Baram stated they will have a strong connection to the local trade schools.

Commissioner Bolton asked what is the total of people on the 1st and 2nd shift. Mr. Baram stated in total there are 120.

Public Comments: None
Commission Comments:

Commissioner Joslyn Chance stated he is in agreement with this request.
Commissioner Adam thanked the applicant for staying in Bloomfield.
Commissioner Mara stated it is a great presentation and he like the elevations of the building.
Commissioner Ford stated he’s in agreement with this request.
Commissioner Lester stated it’s interesting that they are high tech world renowned businesses in Bloomfield. He’s in agreement with the request.
Commissioner Millette stated he’s in agreement with the request.
Commissioner Bolton stated he saw their hiring sign, keep up the good work.
Commissioner Blint is happy to agree.

Mr. Baram stated Bloomfield has the greatest concentration of Aerospace industrial in the state and he named a few. He stated Bloomfield is a growing industrial community.

Mr. Ziak stated that he read and agrees with the Staff Report conditions except for number 2 under the title, “Conditions to be met prior to the signing of plans. Mr. Giner agreed to have that item deleted.

Commissioner Lester made a motion to close the Public Hearing and Commissioner Ford seconded the motion. The Commission voted unanimously to close the Public Hearing for this matter.

Commissioner Lester made a motion to APPROVE the request by Birken Manufacturing Co. for a Site Plan Modification and a Special Permit under Section 6.2.h.1.e to allow a reduction in parking, for a 19,108 s.f. building addition to an existing manufacturing facility at 3 Old Windsor Road, I-2 zone. The approval includes the proposed 19,108 s.f. expansion to the industrial building as well as the storage shed which was previously approved by staff. There is no change in the parking count on the site related to this approval. This approval is subject to conformance with the referenced plans, as may be required to be revised, the representations made on the record, and the following conditions:

Referenced Plans:

Conditions to be met prior to the signing of plans:
1. Building addition proposes multiple exterior doors which exit onto concrete pads in lawn areas. Final plan shall include additional hard surfacing where needed to comply with building code egress requirements. Lot coverage calculations will reflect any additional hard surface if needed.
2. Plans shall include the location of existing underground utilities serving the building (sewer). Existing building originally had septic systems which appear to have been abandoned with a connection to the sewer. The building addition is proposed in the area where one of the septic fields was located. Plans shall identify the approximate location of the system appropriate means of system removal if this hasn’t already been completed.
3. Calculations shall be provided documenting the capacity of each infiltration basin to provide required volume (1 inch over impervious surfaces).
4. The final plans shall be revised to address all remaining staff concerns and comments.
5. The conditions of this approval shall be binding on the applicant, land owners, and their successors and assigns. A copy of this motion shall be placed on the final plans submitted for signing.

Conditions to be met prior to the issuance of permits:
6. A copy of the Special Permit shall be filed on the Land Records by the property owner.
7. Three sets of paper plans with any required changes shall be submitted for the Commission Secretary’s signature.

**Conditions which must be met prior to the Issuance of a Certificate of Compliance:**

8. Complete as-built plans shall be submitted prior to the issuance of any certificates of zoning compliance. The as-built plan shall also contain a certification by a Professional Engineer that they have inspected the site improvements and that they have been installed in accordance with the approved plans. Any deviations or omissions must be noted.

9. No Certificate of Compliance or other final approval shall be issued until the Zoning Enforcement Officer has signed off on the final work. When minor site work cannot be completed because of weather or other pertinent reason, a conditional approval may be issued for a period not to exceed 180 days, providing satisfactory surety shall be posted with the Town of Bloomfield in an amount sufficient to complete the site work and with surety acceptable to the Planning Director.

**General Conditions:**

10. This approval is for the specific use and structures identified in the application. Any change in the nature of the use or the structures will require new approvals from the Bloomfield Town Plan and Zoning Commission.

11. This project shall be constructed and maintained in accordance with the referenced plans and representations made for the record. Substantive changes to the plans will require further Commission review and approval. Minor modifications to the approved plans may be allowed in accordance with the regulations, subject to staff review and approval.

12. All work associated with the construction of facilities as approved must be completed by November 21, 2024 or this approval shall be rendered null and void, unless an extension is granted by the Commission.

13. By acceptance of this permit and conditions, the applicant and owner acknowledge the right of Town staff to periodically enter upon the subject property for the purpose of determining compliance with the terms of this approval.

**Commissioner Ford seconded the motion and the Commission voted unanimously to approve the request.**

Commission Lester read the Legal Notice in the Hartford Courant for the Request by Allan Borghesi (owner: Am Cap Copaco II LLC) for a Special Permit under Section 4.3.C.4.h and 7.12 for a drive-in window at a proposed bank located at 337 Cottage Grove Road, I-1 zone.

c. Request by Allan Borghesi (owner: Am Cap Copaco II LLC) for a Special Permit under Section 4.3.C.4.h and 7.12 for a drive-in window at a proposed bank located at 337 Cottage Grove Road, I-1 zone.

Mr. Allan Borghesi, Chairman of Borghesi Building & Engineering Co., Inc., Engineers, Designers, Contractors located at 2155 East Main Street, Torrington was the representative for this applicant. The applicants are requesting permission to construct a new branch office for Westfield Bank with drive-through windows at an infill site in Copaco Plaza. The bank use is a permitted use in the I-1 District with the drive in windows subject to Special Permit Review under Section 7.12.

He stated the existing use is a pad site located between the Firestone building and the Goodwill store on the west side of the plaza. The special permit criteria are being addressed as required in Section 9.5.E, as follows: 1) the location, size and nature of operations will have little or no impact with respect to the street since the development is 700+ feet from entrance onto the street. 2) a. The design elements are a colonial building which will be attractive and are suitable for the shopping center. b. The location, height, and nature of the building and landscaping are appropriate and will not impair values. The use will have no effect on the neighboring area in any nature. 3) a. The building is 700+ feet of the street and there will be no effect on the traffic. b. Parking is adequate and the building is not adjacent to residential uses. 4) There are existing city water, sewer, gas and storm drainage in place. 5) There are no special requirements or need for environmental protection or conservation, these elements are already in place.
place. 6) The project will not adversely affect the long term viability of the area or streets. 7) The plan and use do not conflict with the Plan of Conservation and Development.

Commissioner Berson asked for Mr. Giner input into this matter. Mr. Giner referred back to his November 14, 2019 Memorandum to the TPZ Commission. Mr. Giner also included Ms. Karen Isherwood, P.E., Deputy Town Engineer’s 11.13.19 Memo to the TPZ Commission with her comments concerning this matter.

Public Questions: None

Commission Questions:

Commissioner Mara asked how many car stacks and will there be at the teller/ATM stations. Mr. Borghesi stated 10 cars. He stated there will be one ATM lane.

Commissioner Ford asked will there be access to parking to enter the building? Mr. Borghesi stated they anticipate mostly employee parking but will have some customer parking also.

Commissioner Blint asked if the light will be on all night. Mr. Borghesi stated the lights are dimmable and on all night. The plans were submitted and there are no neighbors close to the bank. Commissioner Blint asked how many employees will there be during operations. Mr. Borghesi answered 8 to 9 employees with a full use bank. Chair Berson asked about stacking location. Mr. Borghesi answered it will be the same layout as the Webster Bank in that same area.

Public Comments: None

Commission Comments: None

Commissioner Ford made a motion to close the Public Hearing and Commission Lester seconded the motion. The Commission voted unanimously to close the Public Hearing.

Commissioner Mara made a motion to APPROVE the request by Allan Borghesi (owner: Am Cap Copaco II LLC) for a Special Permit under Sections 4.3.C.4.h and 7.12 for a drive-in window at a proposed bank located at 337 Cottage Grove Road, I-I zone. This approval is subject to conformance with the referenced plans, as may be required to be revised, the representations made on the record, and the following conditions:

Referenced Plans:
“Westfield Bank Cottage Grove Road, Bloomfield, CT” Sheets SP1, SPD1 and SPD2 by Borghesi Building & Engineering, revised to 11-08-19.

Conditions to be met prior to the signing of plans:

1. Revised plans propose regrading of access driveway and elimination of curbing between the concrete sidewalk and access driveway. Site currently has a bituminous sidewalk with concrete curb. Plans shall be revised to accommodate concrete curb separation between the sidewalk and drive aisle (ie: modify building location and/or elevation, etc. to accommodate).
2. Plans shall include location/disposition of proposed roof leaders for canopy on east side of building.
3. Calculations shall be provided documenting the required water quality flow for the development and the capacity of the proposed Contech Stormceptor STC 450i unit.
4. The final plans shall be revised to address all remaining staff concerns and comments.
5. The conditions of this approval shall be binding on the applicant, land owners, and their successors and assigns. A copy of this motion shall be placed on the final plans submitted for signing.

Conditions to be met prior to the issuance of permits:

6. A copy of the Special Permit shall be filed on the Land Records by the property owner.
7. Three sets of paper plans with any required changes shall be submitted for the Commission Secretary’s signature.

Conditions which must be met prior to the Issuance of a Certificate of Compliance:
8. Complete as-built plans shall be submitted prior to the issuance of any certificates of zoning compliance. The as-built plan shall also contain a certification by a Professional Engineer that they have inspected the site improvements and that they have been installed in accordance with the approved plans. Any deviations or omissions must be noted.

9. No Certificate of Compliance or other final approval shall be issued until the Zoning Enforcement Officer has signed off on the final work. When minor site work cannot be completed because of weather or other pertinent reason, a conditional approval may be issued for a period not to exceed 180 days, providing satisfactory surety shall be posted with the Town of Bloomfield in an amount sufficient to complete the site work and with surety acceptable to the Planning Director.

General Conditions:

10. All pertinent construction shall conform to all applicable Town of Bloomfield standard specifications and details.

11. This approval is for the specific use and structures identified in the application. Any change in the nature of the use or the structures will require new approvals from the Bloomfield Town Plan and Zoning Commission.

12. This project shall be constructed and maintained in accordance with the referenced plans and representations made for the record. Substantive changes to the plans will require further Commission review and approval. Minor modifications to the approved plans may be allowed in accordance with the regulations, subject to staff review and approval.

13. All work associated with the construction of facilities as approved must be completed by November 21, 2024 or this approval shall be rendered null and void, unless an extension is granted by the Commission.

14. By acceptance of this permit and conditions, the applicant and owner acknowledge the right of Town staff to periodically enter upon the subject property for the purpose of determining compliance with the terms of this approval.

Commissioner Ford seconded the motion and the Commission voted unanimously to approve the request.

7. Old Business:
   a. Informal discussion of multi-family development on Jolley Drive:
      There was in-depth conversation about this matter between the applicant, Mr. Giner and the TPZ Commission. The future applicant was concerned with usage for this project and they were interested in getting suggestions, feedback and input from the TPZ Commission.
   b. 2020 Meeting Schedule

8. Planner’s Report:
   a. Project Updates:
      Mr. Giner submitted a packet to the TPZ Commission which contained the project updates.

7. Adjournment.
   Commissioner Lester made a motion to adjourn the TPZ Commission meeting and Commissioner Ford seconded the motion. The TPZ Commission voted unanimously to adjourn the meeting at 10:45 p.m.

   NEXT MEETING DECEMBER 19, 2019