



TOWN OF WINDSOR, CONNECTICUT ZONING BOARD OF APPEALS

September 17th, 2025 @ 7:00 pm

TOWN HALL – Council Chambers - 275 Broad Street.

Hybrid Meeting – Via Zoom and In-person

UNAPPROVED MEETING MINUTES

PRESENT: Chairman Joe Breen, Commissioner George Bolduc, Commissioner Jim Durant, Commissioner Dawn Kirkwood, Commissioner Andrea Olson and Alternate Gina Pastula.

Staff: David Langworthy - Building Official/Zoning Enforcement Officer, Todd Sealy - Town Planner and Jennifer Bretas - Recording Secretary.

CALL TO ORDER – PUBLIC HEARING

The meeting was called to order at 7:08 pm by Chairman Breen in the Council Chambers.

- **LEGAL NOTICE:**

The Legal Notice, which appeared in the Hartford Courant on September 5th and 12th, 2025, was read into the record by Commissioner Kirkwood

- **PROCEDURES:**

Commissioner Bolduc read the procedure for presentation of a variance application and appeals. Hearing no comments, the meeting proceeded.

- **ESTABLISHMENT OF QUORUM:**

Chairman Joe Breen announced that there were six in attendance, and only five were needed. The sixth member would be an Alternate. If anyone needed to recuse themselves for any reason, the Alternate would be voting in that person's place. So the Commissioners voting tonight were Joe, George, Jim, Dawn and Gina. Andrea was going to be the Alternate. The variance would need a vote of four to one in favor to be approved, not a simple majority of three to two. Hearing no further objections, Chairman Breen declared the hearing to proceed.

PUBLIC HEARING

Chairman Breen OPENED the public hearing at 7:12 pm.

CASE HEARD DURING PUBLIC HEARING:

#25-03 - 216 Broad St. – Variance - Section 3.7.2.G – Sign – Distance from Public Right of Way, Zone B2, Sabitra LLC

- **Discussion:** Mr. Chris Hill from Blue Moon Architectural Design addressed the Commission stating the variance the owner was seeking for, Section 3.7.2.G – Sign – Distance – within five feet from the Public Right of Way. The building in question, which was built in the 1800s, is roughly four feet away from the right-of-way as it stands. They were looking to locate a sign at the front right-hand side corner of the restaurant. It would be a decorative, painted, aluminum pole-mounted sign with backlit letters on both sides, just behind a decorative fence. Mr. Hill then showed examples of signs in the surrounding area on Broad Street and their placements in the right-of-way. The hardship that was presented was that the building is non-conforming, that it's already too close to the road, it's a constricted site. Commissioner Bolduc had two questions; he asked if the letters would be illuminated. Mr. Hill answered, yes. The second question was if the sign itself would not encroach on the right-of-way. Mr. Hill answered, no, the fence would prevent anyone from walking or bumping into it. Commissioner Durant asked Mr. Langworthy if there were any height limitations from the ground up. Mr. Langworthy answered, no, there are no limitations or restrictions to how high the pole should be. There is one for the eaves. Commissioner Durant also asked what the distance was between the fence and the bottom corner edge of the sign. Mr. Hill answered probably six, eight inches maybe, and that if the sign was 30 inches wide and the section from the fence to the side of the building is four feet wide, the sign could be easily tucked in closer to the side of the building. Commissioner Durant asked if it would be feasible for

someone to clip themselves on the corner of the sign while walking past. Mr. Hill didn't see that to be an issue or a hazard because of the fence there, stating that the height of the sign was partially because of the canopy, the trees and the facility. The sign would be eight feet high, but it could be lifted a couple more inches higher. Commissioner Olson wanted to make clear that the bottom of the sign, projecting out, would be protected by the face of the fence railing, which was the concern, to make sure that the bottom does clear 68 inches. Alternative Pastula was concerned about the bottom corner of the sign protruding out, that someone could hit their head on it and if it could be placed closer to the side of the building. Mr. Hall said it could be done. Chairman Breen stated that the options to put a free standing sign are limited, bearing in mind the pre-existing nonconforming.

- **Zoning Enforcement Officer Comment:** No comments
- **Public Comment:** Judy Locker of 22 Squire Road in Windsor, thought the fence design looked great, but after hearing a comment from one of the panelist she became concerned about if the bottom corner would protrude over the fence. Mr. Hill assured her that the sign will be 30 inches wide and the space where it will be going is about four feet from the building to the fence, and as mentioned, the sign can be placed closer to the building and would meet all clearance requirements and should not be a hazard to the residence. With that reinsurance, Mrs. Locker was in favor of the sign.

CLOSE OF PUBLIC HEARING

Chairman Breen CLOSED the public hearing at 7:26 pm to vote on the appeal.

COMMENCE REGULAR BUSINESS MEETING

Chairman Breen OPENED the regular business meeting at 7:26 pm.

CASE HEARD DURING THE PUBLIC HEARING:

#25-03 - 216 Broad St. – Variance - Section 3.7.2.G – Sign – Distance from Public Right of Way, Zone B2, Sabitra LLC

Motion: Commissioner Kirkwood, for the purpose of discussion, moved to approve variance request.

Seconded by: Alternative Pastula

Discussion: Commissioner Kirkwood stated that an existing nonconformity and hardship was shown with the limited distance that already existed to the right-of-way, the plan to place the sign where stated with the insurance that it will not encroach into the right-of-way and will be aligned with the standards, she would be in favor. Alternative Pastula agreed. Commissioner Durant was asked if he had anything further to say. He just reiterated his concerns with the corner of the protruding sign. Chairman Breen stated that bearing in mind a pre-existing nonconformity he would have no issues with this application.

Vote: 5-0-0, APPROVED at 7:28 pm.

NEW BUSINESS:

1. **Communications from the staff liaison:** Chairman Breen asked if there were any new applications for next month's meeting. Recording Secretary Bretas said yes, one, possibly two. Mr. Sealy addressed the Commission with some updates. The town has completed the Day Hill Corridor Study is a multi-step planning effort that began in October 2024. The purpose of this study was to conduct a real estate market opportunity analysis, looking at trends in industrial, commercial, and residential development, fiscal analysis, and also some stakeholder engagement interviews and focus groups were conducted. Out of that market analysis came some recommendations for key locations in the corridor. The Planning and Zoning Commission recently approved, an adaptive reuse regulation, which permits the repurposing of existing office buildings to residential and mixed use. The Commission has an application pending for 1 and 3 Waterside Crossing to be converted to residential. Some of the vacant office spaces, and key locations that are being looked at are in the Waterside Crossing area, Voya Campus and the Hartford Building. The conversion to residential would be a significant change from town policy standpoint, and also from a use standpoint. Currently pending before the Planning and Zoning Commission is an application for what is being called a design development district. There is a regulation that is going before the Commission in October for the Day Hill Design Development District that would allow for adaptive

reuse of existing buildings, but also to add additional commercial or residential buildings as well. All this information can be found on the Planning and Zoning website.

In other news, two of the buildings at Founder Square have been CO'd, the North and South Building. Commercial spaces have started moving in. The little plant shop had a soft opening a few weekends ago, and the west building has broken ground on footings and foundations.

The Bowfield Green project is moving forward and they are aiming for a March/April opening.

A pickleball facility at the beginning of Day Hill Road has begun erecting steel and also made water and sewer connections in the road.

There is a new restaurant in town at the Windsor Shopping Center. Mr. Tso has recently opened.

The Planning and Zoning Commission is looking to hold a public workshop for the Town's Plan of Conservation and Development (POCD) on October 2nd, 2025. The intent of this meeting is to present the general findings of the survey that was posted in May, to the public, in which there were 800 responses, and then present some draft goals and strategies for different topics that were covered in the POCD.

Planning is anticipating that the POCD will be adopted sometime in the first quarter of 2026. That document will be posted on the Planning and Zoning website.

2. Communication from the public: No communications from the public.

3. Communications from the Board Members: The Commission welcomed Andrea Olson to ZBA. Chairman Breen let everyone know that if there happens to be a meeting in November, he would be missing it, so in his absence he is designating Dawn as the chair for that meeting.

4. Minutes acceptance for February 19th, 2025

Motion: Commissioner Bolduc moved to accept the minutes from February 19th, 2025.

Seconded by: Commissioner Durant

Vote: 4-0-0, APPROVED at 7:36 pm

OLD BUSINESS:

There was no old business.

ADJOURNMENT

Motion: Commissioner Kirkwood made a motion to ADJOURN the meeting.

Seconded: Alternative Pastula

Vote: 5-0-0, APPROVED at 7:38 pm.

Respectfully submitted,

I certify that these
Minutes were accepted on:

Jennifer Bretas, Recording Secretary

George Bolduc, Secretary Zoning Board of Appeals