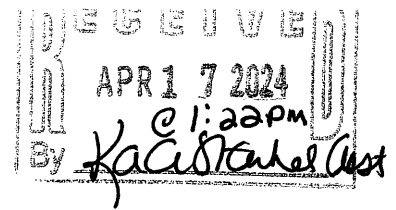


**TOWN OF SOUTH WINDSOR
PLANNING & ZONING COMMISSION**



DRAFT MINUTES

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APRIL 9, 2024

MEMBERS PRESENT: Kevin Foley, Stephanie Dexter, Alan Cavagnaro, Michael LeBlanc

ALTERNATES PRESENT: Michael Ouellette

STAFF PRESENT: Michele Lipe, Director of Planning; Joshua Stern, Recording Secretary

REGULAR MEETING

CALL TO ORDER: Vice-Chair Kevin Foley called the meeting to order at 7:00 p.m.

Alternate Commissioner Ouellette was seated for Robert Vetere.

PLEDGE OF ALLEGIANCE

MINUTES: 3-26-24 Regular Meeting

The minutes were approved by consensus.

PUBLIC PARTICIPATION: None

NEW BUSINESS: Discussion/Decision/Action regarding the following:

1. **Appl 24-06P, Simmons Soccer Field T&C** – request for a renewal of a two-year temporary and conditional permit for two soccer fields, associated parking and temporary lights, at 675 and 689 Sullivan Avenue (southwesterly corner of West Road and Sullivan Avenue), GC zone

Stephanie Simmons represented the application and said no changes had taken place since it was last approved by the Commission.

Director of Planning Michele Lipe provided the Planning report.

1. Request for renewal of a two-year temporary and conditional permit to allow two soccer fields and associated parking on property located at the southwesterly intersection of Sullivan Avenue and West Road, GC zone. Mr. Simmons has been operating at this location since 2011.
2. The applicant originally sought a T & C permit because outdoor recreation is not a permitted use in the GC zone, and the soccer use was originally intended to be a temporary use until such time as the owner proceeded with development plans.
3. The applicant has indicated in the past that the fields would typically be used Monday – Friday from 6:00 PM – 7:30 PM, with games on Saturday and Sunday. In 2014 Mr. Simmons requested approval to use portable lights to allow play after daylight savings time. The PZC granted permission to play with portable lights until 8:00 PM. The applicant is again requesting approval for the use of flood lights on Monday – Friday, from 6:00 PM – 7:30 PM.
4. A 4-foot fence protects the field along portions of Sullivan Avenue. The applicant supplies a port-a-potty and garbage can for the site. The corner of Sullivan Ave and West Road has been landscaped and adds to the aesthetic of the field.
5. The PZC's original approval limited play to one field at a time. To date, parking has not been an issue, however only field has been utilized.
6. The applicant put up a free-standing sign along West Road and banners along the Sullivan Ave. frontage. We would request the applicant permit the temporary signage in accordance with our regulations.
7. The last approval required that the two parcels be combined by deed, with a copy submitted to the Assessor's office. This has not been done to date and we would request that it be completed with this application.

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8. The wording of the T & C permit regulation is that “Temporary and conditional permits may be granted by the Commission for a period not to exceed 2 years. Such approval may be given after a public hearing if, in the judgment of the Commission, the public convenience and welfare will be substantially served, and the appropriate use of neighboring property will not be substantially or permanently injured, and traffic and other hazards will not result from such use.”

The Planning staff have no modification to request.

Commissioner Dexter made a motion to approve the application with the following conditions:

1. The Temporary and Conditional permit will expire on April 9, 2026, and must be renewed before that time if the use is to continue.
2. If there are buildings, structures, signs or other items that require a building permit or other Town approvals/permits, all such approvals or permits must be obtained prior to construction or use of the site. All free standing signs and/or building signs require the issuance of a sign permit before they are erected.
3. Parking for this use is allowed on-site only. No parking is allowed on public streets or within the right-of-way of public streets, nor on the Town of South Windsor property on the easterly side of West Road. If the applicant decides to expand the parking area, a plan must be submitted to Town Staff for review and approval.
4. A deed combining all the properties into one lot shall be submitted.

Seconded by Commissioner Cavagnaro. Motion passed unanimously.

2. Appl 23-32P, Evergreen Walk Unit 5 – review of 5,000 sf restaurant elevation located southerly of Cedar Ave. and westerly of Buckland Rd. Gateway Development (GD) Zone

Sarah Stine, O’Connell Development Group, Inc., said the elevations for the 5,000-sf restaurant were recently presented to the Architectural and Design Review Committee (ADRC). The anticipated tenant is a regional pizza chain. She showed a rendering and noted that an outdoor patio will be added, and the masonry is designed to fit with the Starbucks and Chipotle, on which construction has begun. The ADRC recommended adding texture to the brick wall on the far side of the building. The only addition to the site plan has been to add transformers. The restaurant is expected to have 110 indoor seats and 20-30 on the patio; the specific design of the barrier around the patio is still to be determined. Signage for the three restaurants will be near Buckland Road and at the end of the interior driveway.

Commissioners suggesting making the driveway onto Cedar exit-only or adding a directional island to prevent drivers from making U-turns around the center island of Cedar. Lipe said that given the traffic from Costco, it might be ideal to have two entrances. The plaza will have around 180-190 parking spaces for all four businesses, which the restaurants have indicated is sufficient. Lipe noted that when the PZC approved the project in October 2023, an approval condition was put in place that the applicant was to return with the design for the 5,000-sf restaurant.

Commissioner LeBlanc made a motion to approve the 5,000-sf restaurant elevation for Appl. 23-32P. Seconded by Commissioner Cavagnaro. Motion passed unanimously.

3. Draft Plan of Conservation and Development – motion to refer the draft 2024 Plan of Conservation and Development to CRCOG and Town Council to start the 65 day public comment period

Michele Lipe said the Town is still working with GIS to update the maps in the draft Plan, and some of the photographs may also be changed. Any changes will be presented at the public hearing. Once the PZC refers the draft Plan, it will be sent to CRCOG and the Town Council as required by law. Copies will also be sent to the

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Chairs of the Town's other boards and commissions; a link to the Plan will be posted on the Town website and sent with a press release.

Commissioner Dexter asked if a meeting will take place with the stakeholders for the Plan's implementation. Lipe said it would depend on how the Town decides to go forward with implementation.

Commissioner LeBlanc said the Wheeler Road property has received negative attention because tractor-trailers often park there.

Commissioner Cavagnaro made a motion to refer the draft 2024 Plan of Conservation and Development to CROG and the Town Council to start the 65-day public comment period. Seconded by Commissioner LeBlanc. Motion passed unanimously.

BONDS: Callings/Reductions/Settings

<u>IWA/CC Bond</u>	<i>AMOUNT</i>	<i>REDUCTION</i>	<i>BALANCE</i>
18-41P, Pride – stormwater	\$25,000	\$25,000	-0-

Commissioner Cavagnaro made a motion to release the stormwater bond for Appl. 18-41P. Seconded by Commissioner Dexter. Motion passed unanimously.

OLD BUSINESS

The public hearing for the South Windsor High School athletic field and campus improvements (Appl. 24-04P) will resume at the April 23 regular meeting.

APPLICATIONS OFFICIALLY RECEIVED:

Appl 24-08P, Medical Office Building – request for a special exception to Section 5.3 (Office Conversion Overlay) and site plan of development for conversion of existing residence into medical offices, for a property located at 1300 Sullivan Ave. (formerly 8 Collins Ln.), RR zone

OTHER BUSINESS

Michele Lipe reminded the Commission of upcoming training opportunities. She has also contacted the Town Attorney about the possibility of a PZC training session during one of the regular meetings in May.

Commissioner Foley asked about the condition of the Mestek building. Lipe said the building is on a daily blight fine, but the Economic Development Commission is exploring the possibility of a brownfield grant.

Commissioner Dexter asked when construction will begin on the Sullivan Avenue Plaza development. Lipe said the developers have not yet submitted a site plan application; approved zone change applications do not expire or require extensions. She told the Commission about the process of registering a blight complaint.

Commissioner Ouellette shared information he had found suggesting that it is not feasible to offset all coal and natural gas use in Connecticut with electricity. He encouraged the Commission to consider modifying its stance on electrification; the Commission discussed.

CORRESPONDENCE/REPORTS: None

ADJOURNMENT

Vice-Chair Foley moved to adjourn. Seconded by Commissioner Ouellette. Motion passed unanimously.

The meeting adjourned at 7:37 p.m.

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Respectfully submitted,

The signature is handwritten in black ink. It begins with the name 'Joshua' in a cursive script, followed by the initials 'CR' in a bold, blocky font. To the right of the initials is a stylized, horizontal flourish or signature mark.

Joshua Stern, Recording Secretary