

TOWN OF SOUTH WINDSOR
PLANNING & ZONING COMMISSION

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JULY 28, 2015

MEMBERS PRESENT: Bart Pacekonis, Viney Wilson, Elizabeth Kuehnel, Billy Carroll, Frank Bonzani

ALTERNATES PRESENT: Stephanie Dexter, Courtney King, William Flagg

STAFF PRESENT: Michele Lipe, Director of Planning; Jeff Doolittle, Town Engineer; Lauren Zarambo, Recording Secretary

APPLICATIONS OFFICIALLY RECEIVED:

1. **Appl. 15-39P, Mactaw CT, Inc. dba Vans RV Center** – request for a Department of Motor Vehicle Dealers and General Repairer's license on property located at 417 John Fitch Boulevard, GC zone
2. **Appl. 15-40P, Esteem Manufacturing Site Plan** – request for a site plan modification to add a 2,000 sf addition, on property located at 175 South Satellite Road, I zone
3. **Appl. 15-41P, Mannarino Builders, Inc. Dzen Tree Farm Phase IV Open Space Subdivision**- request for a resubdivision to modify the approved open space location for Phase IV of the subdivision, for property located on the westerly side of Barber Hill Road, northerly side of Frazier Fir Road, RR Open Space zone
4. **Appl. 15-42P, Connecticut Valley Brewing Company** - request for a site plan modification to relocate the driveway access for the approved 14,500 sq ft facility to include a brewery, warehouse, and tasting room on property located at 765 Sullivan Avenue, GC zone
5. **Appl. 15-43P, Twin Manufacturing Site Plan Modification** – request for site plan modification for a 895 sf office addition on property located at 273 Chapel Road, I-291 CD zone

PUBLIC HEARING / COUNCIL CHAMBERS

CALL TO ORDER: Chairman Pacekonis called the Public Hearing to order at 7:30 p.m.

Commissioner Wilson read the legal notice as it was published in the Journal Inquirer on Thursday, July 16, 2015 and Thursday, July 23, 2015.

Chairman Pacekonis appointed Alternate Commissioner Flagg to be seated for Commissioner Foley and Alternate Commissioner Dexter for Commissioner Marrero.

1. **Appl. 15-32P, Town of South Windsor Orchard Hill Elementary School** – request for a special exception to Table 3.1.1.A and site plan of development for a new 75,600 sf elementary school, on property located on the easterly side of Foster Street, westerly side of Arnold Way to be known as 380 Foster Street, A-30 zone

Mr. David Joy, Chairman of the Board of Education, spoke on behalf of the BOE about the progress on the Orchard Hill School campus and in enthusiastic support of the plan.

Dr. Kate Carter, as resident and Superintendent of Schools, spoke in support of the school construction project describing it as Phase 1 of a three phase ten year elementary facilities master plan. She thanked Town and BOE staff, commission members, and consultants. She noted 75% of residents who voted in the referendum voted in support of the project.

Mr. Scot Woodin, project architect from DRA Architects, presented a power point presentation of the site and building. Preliminary plans for their 8-24 application were previously submitted to the Commission and have been amended but location of the building, layout of amenities, vehicular access, and traffic patterns have remained the same. He noted the numerous meetings which have taken place with town staff, police, and fire.

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The building site is situated between Foster Street, Arnold Way, and Gray Road, north of the Timothy Edwards Middle School. There will be a central lobby in the middle of the school receiving students discharging from buses from the north of the site and students coming in from the south side of the site that are being discharged from passenger vehicles or walking to the site. A two story classroom wing and one story arts and gymnasium wing were described. The main lobby, library, cafeteria have cathedral ceilings with stronger architectural expression on the exterior. The media center has a clear story dormer which opens to a cathedral ceiling.

The bus drop off is located at the rear of the building with visitor and staff parking distributed around the building. The bus drop off will be used only in the morning and afternoon during pick up and drop off times. It will be gated closed otherwise so that the area will serve as a hard surface playground.

Building materials for the exterior were described as concrete masonry units with additional cement fiber siding and metal elements in colors of red, with green roof, and canopies.

The primary view when entering the site is the Media Center which also serves as a dedicated entrance for the pre-kindergarten area which can accommodate children with special needs. Two playgrounds were described as one for pre-K and kindergarteners and another on the north side of the building dedicated for the older children. A separate gymnasium entrance has been designed which will accommodate evening or weekend use limiting access to the school.

Mr. Ryan Chmielewski, lead landscape architect with the project from Milone & MacBroom, Inc., continued the power point presentation describing the key features of site plan and landscape buffer requirements. Wetlands are located to the northwest and northeast. There is a main access drive connecting Foster Street to Arnold Way. Around the school, in the heart of the site, is a network of vehicular and pedestrian travel ways. Playground locations were described.

Site circulation was described with faculty parking to the west and the main access drive at the front of the school with visitor and parent parking. There is a secondary drop off for pre-K with an additional parking area for faculty and staff. Buses will come in from Arnold Way or Foster Street. Delivery vehicles will go past bus areas to the loading dock and exit the site out to Foster Street.

Proposed trees were shown and landscape berms described. Storm water quality basins are located to the south and north with an additional berm at Foster Street. There is a network of pedestrian walkways. The main walkway connects from Foster Street to the main access drive and down to Arnold Way. The walkway has been moved from the north side to the south side where there will now be two raised cross walks to get to the north of the access drive. There is also a perimeter sidewalk system along each of the drop off areas. The bus drop off will accommodate ten buses. There is a fifty foot (50') buffer along the residential border and also to the east utilizing existing vegetation with additional plantings interspersed. Berms will also reinforce buffer areas from the neighboring properties.

Mr. Chmielewski described a connection made to the existing sidewalk network on Arnold Way with a crosswalk with sidewalks connecting to Timothy Edwards. The site plan is being updated with the connection. Overflow parking for special events at school will utilize the TE parking lot and potentially the old Orchard Hill School. A sidewalk connection will be made there with a direct crosswalk at the mouth of the driveway entrance. Future access points are shown to the ball fields and to the existing schools. Mr. Woodin spoke in regard to the upland review areas and the inevitable placement of where the school building is located.

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Mr. Ben Wheeler, director of operations for Design Professionals, Inc. acting as civil engineer for the project noted Mr. Andy Krar as the lead civil engineer and Mr. Jim Bubaris as traffic consultant for the project. Mr. Wheeler requested a parking modification to the 300 + parking spaces required by zoning requirements. 122 parking spaces are proposed as sufficient for everyday school use. The one to three major school events held annually needing overflow parking will use two parking lots in close proximity at Timothy Edwards Middle School (TE) providing an additional 183 spaces. Those 183 spaces plus the 122 proposed spaces for the new school meet the zoning requirements for the new school.

Electrical engineers, CES, prepared the site lighting plan which conforms to all zoning regulations. ADRC made recommendation to increase the parking lot light levels. Revised plans reflect those increased light levels and the majority of comments from Town Staff.

Grading of the site was described with water quality basins and berms creating a balanced site. Storm drainage and utilities were also described. Bike racks will be proposed as part of a pedestrian and bicycle friendly building as well as a completed network of sidewalks connecting Foster Street to Arnold Way. A proposed route runs around the perimeter of the school circling to Foster Street and connecting back to Timothy Edwards. Criteria for the special exception use for a school use in a residential zone have been met.

Michele Lipe, Director of Planning gave staff comments:

1. Request for Special Exception and site plan approval for a new 75,000 sq ft elementary school, to be know as 350 Foster Street, A-30 zone. This new school will be located within the boundaries of the 83 acres of school Orchard Hill/TE campus, and meets the bulk zoning requirements for setbacks, buffers and impervious coverages.
2. When evaluating this project, the Special Exception criteria for consideration include:
 - a. The proposal is consistent with the goals and objectives of the Plan of Conservation and Development.
 - b. The application has met the requirements of the zoning regulations.
 - c. The land is physically suited to the proposed use.
 - d. Minimal, if any, adverse environmental impacts are created.
 - e. No traffic or other hazards will be created.
 - f. The impacts on the capacity of the present and proposed utilities, street, drainage systems, sidewalks, and other elements of the infrastructure will be minimal.
 - g. There will be minimal or no adverse effects on existing uses in the area.
 - h. Surrounding property values will be conserved.
 - i. The character of the neighborhood will be maintained or minimally disrupted.
 - j. The general welfare of the community will be served.
 - k. There is a balance between neighborhood acceptance and community needs.
 - l. Historic factors are adequately protected; or due consideration to preservation of historic factors has been demonstrated.
 - m. The overall physical appearance of the proposed development is compatible with surrounding development and the Commission's goals for the neighborhood.

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n. The architectural design is aesthetically pleasing and blends well into the surrounding area.

The Commission may impose additional conditions in accordance with these regulations in order to ensure that all applicable criteria enumerated above are satisfied.

3. The new school will be accessed by two new curb cuts. The primary access drive from Foster Street will be designed with a boulevard entrance and is approximately 150 feet from the existing exit of the Orchard Hill School. The other access will come off of Arnold Way, north of the existing parking lot and tennis courts.
4. There is a pedestrian crosswalk on Foster Street currently in the location of the new drive. A sidewalk network has been designed along the southerly side of the access drive that includes two raised crosswalks, which will also serve to slow traffic through the drive. The sidewalk along Arnold Way will be completed connecting to the new sidewalks.
5. In consideration of potential students walking or biking coming from the Orchard Hill neighborhood, we had asked the school to show other possible walkway connections that could be made when/if funds are available. They are shown on the plans with arrows.
6. There are no established parking requirements specifically for this use. For uses not listed in the zoning regulations, the Commission determines the appropriate number of spaces based on similarity to the listed uses (1 sp per 250 sf) and/or standards available from recognized authorities. The plan calls for 122 parking spaces shown on the school site in the parking lots which the administration feels is adequate for the daily number of teachers/visitors anticipated. Provisions are being made for use of the parking lot near TE for any larger events scheduled at the school. We would recommend that and a cross walk and sidewalk will be added to the parking area at TE to get folks safely on the sidewalk..
7. In accordance with Section 6.4.9, they are requesting a reduction in 181 spaces. The PZC can consider this reduction when it is demonstrated that:
 - The increase in stormwater run-off rate shall be held to a minimum by reducing the parking spaces, and/or
 - The applicant demonstrates through actual experience that a lesser number of parking spaces will suffice, and further that due to the nature of the building or business, future owners/occupants of the building are also unlikely to need to number of parking spaces required by the zoning regulations.
8. There is a 50' buffer requirement along the residential property boundaries to the west, east and north boundary. To the maximum extent possible, the buffers areas consist of existing vegetation and adding significant berms that will be planted with low maintenance landscaping.
9. There is also an extensive landscape plan including street trees, foundation plantings, and evergreens. The parking lot landscaping is requirement is being met with shade trees throughout the parking area. The Parks and Grounds division have reviewed this plan and modifications have been made in attempts to ease some of the maintenance requirements; however there is still a significant amount of new landscaping. They have also requested that the multi-use play area not reflect any specific line striping so as to not set expectations by the sports groups that the field will irrigated, etc.

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10. Parking lot lighting consists of standard shoebox lights, full cutoff, with 25' poles. The outdoor lighting is proposed to be dark-sky compliant and the lighting levels are relatively uniform across the site
11. The Architectural and Design Review Committee reviewed this application on June 18 and again on June 25th. The Committee discussed with the architect and representatives the various aspects of the project gaining a better understanding of the education design criteria and ultimate limitation of the material choices for the building based on the budget available. They did suggest that when the final color selections are made, that consideration be given to softening the "whiteness of the block" and or darken the proposed banding. Also, they recommend that the green roof color be changed to some other color, such as grey. Otherwise, they were pleased with the project as presented.
12. There is proposed sign at the entrance at Foster Street and a sign is also permitted on the building. The proposed sign is in conformance with signage regulations.
13. South Windsor Police Department and the Fire Marshal have reviewed the plan and have worked with the Design Team to address parking and fire lane concerns and have worked to develop an extensive road signage plan for the site.
14. The site will be served by public water and sewer. Water Pollution Control Authority approval is required.
15. There are regulated wetlands on site. The application was heard by IWA/CC on July 1; the hearing was kept open and will be continued until August 12, so the PZC will need to keep this hearing open until IWA/CC has acted so that the wetlands findings can be entered into the public hearing record for consideration by this Commission.

If this application is approved, there are no additional Planning Department modifications requested.

Town Engineer, Jeff Doolittle, noted two engineering comments remain to finish review of the sanitary sewer connection and to finish review of the storm drainage system. He expressed confidence that any minor changes needed can be resolved.

Commissioner Bonzani read a letter from Mr. Robert Dickinson, resident of Birch Road, in support of the project but with concern about the proposed infrastructure as shown for students walking or biking to school with a suggestion for a continuous path (Exhibit A).

Mr. Neil Manning, resident of Cornerstone Drive, spoke in favor of the application with his daughter, as something students and the town need and expressed confidence in the team creating the plan.

Ms. Bessie Viar, resident of Talcott Ridge Drive, stated with two daughters in school she fully supports the plan and is impressed with the collaboration.

Mr. Garfield Vaughn, resident of Ellington Road, spoke in support of the plan. He has three children who will not benefit directly but believes it is the right thing for the school and to benefit multiple generations. As an employee of one of the world's largest technology companies he has witnessed the hiring of employees from throughout this country and the world and wants South Windsor students to be prepared to compete on that level.

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Ms. Jean Mumley, resident of Ordway Drive, spoke in support stating her children will not benefit directly but the town will. The plan is well thought out, efficient, and ADA compliant for students and parents of students.

Ms. Daria Plumber, resident of Orchard Hill Drive, spoke in support as a teacher in the community since 1967 and encouraged the town to be in celebration of the collaborative planning to bring a new elementary school forward. Echoing Dr. Carter, Chairman Joy, and Mr. Vaughan, she stated we live in a flat society where communication with almost anyone is possible. South Windsor has geographical advantages and this new school will serve to encourage an upsurge in positive growth for the community as people come here to work and live.

Mr. Walter Moriarty, resident of Berry Patch, spoke in favor of the application as a 54 year resident of South Windsor where all his children have gone through the school system and encouraged the project to get going.

No one spoke in opposition to the application.

Commissioner Carroll asked about the sidewalks and whether a wider sidewalk on the south side, as referenced in Mr. Dickinson's letter, had been considered. Mr. Wheeler replied the original site plan was revised after they became aware of concerns of local residents and town staff. The sidewalk was moved from the north side of the connector road, connecting Foster Street to Arnold Way, to the south side for the majority of the way. It is shown as 5' wide. In the forefront are concerns about limits of the budget. There is room to make the sidewalk wider if needed or if town funds come available to make it more of a multi-use path. The Commissioner asked about future access shown on the plan. Mr. Wheeler replied the plan is not to do the future connection for this project although the plan shows that the connection could be made to the sidewalk between the soccer field and the tennis courts to TE and also between the baseball field and the soccer field to provide a connection to the ball fields and to potentially connect to the existing walk at Orchard Hill School. Commissioner Carroll noted kids walking from the Orchard Hill Drive neighborhood will have to walk much further going east or west. Mr. Wheeler showed a walkway connection from Orchard Hill Drive / Clinton Drive to connect to the pathway to TE or around.

Commissioner Carroll voiced appreciation that the current fields are being maintained and asked if the field in the back will be multipurpose. Mr. Wheeler clarified it is called an open play field and is as large as a full size soccer field and could be used for anything. It will be available for the town to use but it will not be an irrigated field. Ms. Lipe noted Superintendent of Parks and Recreation, John Caldwell, has specifically stated this will not be considered a premiere field and will not be maintained and irrigated as such. Commissioner Carroll asked about wetlands shown on plan which Mr. Wheeler described the 80' upland review area as regulated wetlands area. The open play field is being graded into the upland review area but after review by Senior Environmental Planner Jeff Folger and the Inland Wetland Commission and Town Engineer there is no concern about its proximity.

Commissioner King brought up the single gate shown on the plans where the bus drop off area turns into the hard play surface. Mr. Wheeler stated there will be second gate added and shown on the final plans.

Commissioner Wilson directed a question to Dr. Carter whether the present procedure of parents parking and going into school to drop off students in the morning and the sign out and pick up of students in the afternoon

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will continue at the new school. Dr. Carter described that there will be queue at a dedicated drop off place at the circular drive where parents can drop students off curbside or they can opt to park in the visitor parking lot. This design has a separate bus drop off and a dedicated parent drop off space where students can be dropped off safely without parents having to leave their cars.

Commissioner Kuehnel asked if solar energy was considered as part of the project. Mr. Woodin stated it was considered and there is one planned as an alternate. The 90% cost estimate will be done in the coming weeks and if there is room some alternates will be included or can be included in the competitive bidding process.

Commissioner Dexter asked if the proposed TE overflow parking does not work out is there an alternate plan. Mr. Wheeler replied there are plenty of areas that can be converted if necessary. Enrollment and parking is expected to be at peak levels when the school opens and then to decrease over time. The 122 parking spaces will serve the needs of the school for all the staff, some of whom are part time, and many visitors. Comparatively the existing Orchard Hill School presently has about 60 parking spaces.

Commissioner Flagg asked about provisions for handicap parking close to the school. Mr. Wheeler described several locations throughout the parking areas and two additional passenger loading spaces. Commissioner Flagg referenced the letter from Mr. Dickinson concerning the 5' wide sidewalks and the need for walkways on both sides of the street and recounted an accident at the high school where a number of students were walking in the street where sidewalks were only on one side. Orchard Hill students are younger and will be walking and riding bikes. We do need another 10' walkway on the other side of the road to afford entrance by bicycle and safety of the kids. Budget does not come into effect when it comes to safety. Mr. Wheeler agreed and stated they believe the referenced letter was written prior to the plans revision which moved the sidewalk to the other side of the connector road. In working with town staff and Sergeant Buonanducci speaking on behalf of the traffic authority, the route provided with two raised crosswalks as crossing points across the main connector is the safest route possible considering all points of access outside the site.

Chairman Pacekonis complemented the look of the school and asked where the mechanicals are located. Mr. Woodin stated the rooftop units were omitted on the drawings. Gable roofs on the classroom wing will conceal the roof top units from the primary view from the access road. Other units on other roofs will be over the cafeteria, gymnasium, and over the central portion of the building. 5 total units: two of which will be concealed by the massing of the building and three specified with finished panels which go on the face of the mechanical units. The Chairman stated if the units are in view they will take away from the aesthetics of the building when the project is complete. Mr. Woodin replied they will be relatively concealed from most prominent views. The Chairman asked about the depth of the storm water basins and mosquitoes. Mr. Wheeler replied they will 5' dry bottom basins and should not contribute to any mosquito issues on the site.

The Chairman then asked where the sidewalk connection will be when walking from the overflow parking lot to the school. Mr. Wheeler stated they have discussed that sidewalk with Director Lipe and have agreed to add it to the final plans. Chairman Pacekonis voiced concern about adequate parking for school events having had four kids who have gone through South Windsor schools and lived through parking issues at all the schools in town for plays, music concerts, awards assemblies, holiday get-togethers, and field trips with both parents driving separate cars. He stated twelve visitor spots are not enough for a normal day and asked for additional parking to be found to correct the problem so that we are prepared. He asked Dr. Carter how many parking spaces at the TE parking lot next to the tennis courts are actually open on a school day. Dr. Carter replied that

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tennis court parking lot is going to change its use during the instructional day to accommodate parent drop off of students at TE. Her understanding of the need for overflow parking at the new Orchard Hill was for the one single open house event where all parents are invited. Administrative solutions could be made to have a K - Two night and a Three - Five night. She questioned whether there are only 12 visitor parking spaces planned for day time use. Mr. Wheeler described their parking modification request which accounts for all staff and number of parking spaces with 12 to 15 additional visitor spaces. They have accounted for one space for every staff member, 20% (1 out of 5) of which are part time and not present all the time. If all staff is there at once there will be 12 to 15 visitor spaces. During normal operation hours there should be more visitor spaces available. Pacekonis expressed his concern about people coming to events with no place to park. He asked again how many TE parking spaces are open on a normal day and asked Mr. Wheeler to verify the number at the next public hearing.

Chairman Pacekonis asked about the contingency budget. Mr. Chuck Warrington with Collier International, project manager for the Town and BOE, stated there are two sources of contingency on the project, the owner's contingency which is just under 5% and a CM contingency. The Chairman stated having participated as a coach for numerous years he understands the need for fields and how they are being shared and utilized and it would be helpful for the Town to have another multipurpose field. The current field at Orchard Hill / TE is not irrigated but is used for practices and games especially in the fall. He asked if there was irrigation in the future where would the water come from. Mr. Wheeler noted the connection would come from the public water system on Arnold Way.

Chairman Pacekonis requested protection around the trees that are remaining on the site while construction is going on. Concern about building material colors for the roof and block brought up in ADRC review were discussed as well as outside surface materials to be used.

Commissioner Carroll asked again why the sidewalk on south side coming down from TE could not be brought all the way down to the south side next to the tennis court. Mr. Woodin answered cost concerns factor into the design. After two intensive value engineering processes and it was concluded only one walkway was needed up to that point on the north side with one crossing at a speed table. Chairman Pacekonis recounted that earlier in the meeting it was stated Ms. Lipe had given the same input and that a sidewalk would be shown in that area in the final drawings. Mr. Wheeler clarified it was not the one asked about by Commissioner Carroll. Over flow parking areas are anticipated to be used only for the open house at the beginning of the year when all parents and students are invited and for 2 to 3 events a year. Commissioner Carroll described the challenging parking situations at Wapping School for any daytime event. Landscape Architect Chmielewski offered a different cross walk option to an area where the public would be committed to cross the road at a controlled crosswalk. The Chairman stated realistically people will walk the shortest route to get them where they are going. Provisions have to be made for pedestrians which are both economic and realistic. The Chairman asked the applicants to please consider the sidewalks which have been brought up by the Commission.

At 9:26 p.m. Chairman Pacekonis continued the public hearing until Tuesday, August 18, 2015.

REGULAR MEETING / MADDEN ROOM

CALL TO ORDER: The Chairman opened the Regular Meeting at 9:30 p.m.

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PUBLIC PARTICIPATION: none

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

- 1. Appl. 15-39P, Mactaw CT, Inc. dba Vans RV Center** – request for a Department of Motor Vehicle Dealers and General Repairer's license on property located at 417 John Fitch Boulevard, GC zone

Attorney Meghan Smith from Kahan, Kerensky & Capossela, LLC from Vernon representing Mactaw CT, Inc. presented the request. Mr. Chad Shepard from Mactaw CT, Inc. was available for questions. Attorney Smith stated they are purchasing not the property, at 417 John Fitch Boulevard, but are buying the business called Vans RV Center which will continue to operate out of that location. Mr. Jay Ussery from J.R. Russo & Associates which created the site plan was available to answer questions. The applicant currently operates two locations for the business in Vermont, which has been operating for over 60 years, and in Indiana. They intend to continue the business at Vans RV Center as it is currently run and will not be making any physical changes to the location.

The 50 foot front yard setback requirement is currently not being complied with but the requirement will be complied with going forward. Director of Planning Lipe commented the previously granted approval for display is what cannot be displayed in front of the 50' line. Ms. Lipe clarified with Mr. Ussery that the floor drain goes to the sanitary sewer line as required by WPCA. She complemented the business which has never had issues or complaints against it as an example of beautiful landscaping.

Commissioner Kuehnel made a motion to approve

Commissioner Carroll seconded the motion

The motion carried and the vote was unanimous.

- 2. Appl. 15-40P, Esteem Manufacturing Site Plan** – request for a site plan modification to add a 2,000 sf addition, on property located at 175 South Satellite Road, I zone

Mr. Frank Borawski of PDS Engineering and Construction representing Esteem Manufacturing introduced the owner, Mr. David Kostyk, and presented the request for an addition to the rear of the existing building. He stated, in accordance with comments from Town Staff, the storage containers over the rear yard set back line will be moved to be inside of the setback line.

Commissioner Carroll asked if additional parking will be required. Mr. Borawski stated the site is compliant with the added spaces shown on the plan.

Director of Planning Lipe gave staff comments:

1. Application for a site plan modification for a 2,000 sf warehouse expansion to the rear of the existing building including a loading dock area and expansion of the existing parking area, on property located at 175 So. Satellite Road, I zone.
2. Based on the breakdown of the proposed uses, the applicant is required to have 25 parking spaces; 35 spaces are being shown.
3. The proposed impervious coverage will be 54%; 65% allowed.
4. It should be noted that this property abuts up to a residential area on Barbara Road, therefore requiring a 50 foot screened buffer in addition to the 25' building setback line. Upon a site visit, it was noted that the rear of the property currently is heavily planted with evergreens and there is a stockade fence located at the 50 buffer

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line. The new parking area will be going into this wooded area so we would suggest some additional landscaping to supplement the existing buffer.

The two storage units that have been placed over the setback can not be relocated into the area shown as they would be within the 25 foot setback. These will need to be relocated into a conforming location on the site.

5. Is there any additional lighting proposed? We would remind the applicant that any lighting must be dark sky compliant and directed downward.

If this application is approved, the planning department has no other modifications to request.

Commissioner Wilson made a motion to approve with modifications:

1. Prior to commencement of any site work, a meeting must be held with Town Staff.
2. No building permit will be issued until the final mylars have been filed in the Town Clerk's office.
3. A landscape bond in the amount of \$1000 is required and must be submitted prior to the issuance of a certificate of occupancy if work is not completed.
4. All bonds must be in one of the forms described in the enclosed Bond Policy.
5. An as-built plan is required prior to issuance of a Certificate of Occupancy per Section 9.1.3 of the Zoning Regulations.
6. All plans used in the field by the developer must bear the stamp and authorized signature of the Town of South Windsor.
7. This approval does not constitute approval of the sanitary sewer, which can only be granted by the Water Pollution Control Authority.
8. The building street number must be included on the final plan.
9. Pavement markings must be maintained in good condition throughout the site drives and parking areas.
10. All free standing signs and/or building signs require the issuance of a sign permit before they are erected.
11. If a State Traffic Commission certificate is required, no building permits will be issued until the certificate has been issued (per CGS §14-311).
12. The 25 foot rear yard shall be added to the plans.
13. The two storage units on site shall be located into a conforming location.
14. Any new lighting added must be dark sky compliant and conform to the zoning regulations.
15. Additional landscaping shall be added along the rear of the new parking area to supplement the required buffer.

Commissioner Carroll seconded the motion

Chairman Pacekonis asked how many employees were there. Mr. Borawski replied 36 employees on two shifts.

The motion carried and the vote was unanimous.

- 3. Appl. 15-43P, Twin Manufacturing Site Plan Modification** – request for site plan modification for a 895 sf office addition on property located at 273 Chapel Road, I-291 CD zone

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Mr. Ben Wheeler of Design Professionals, Inc. presented the request for an office addition on the west side of the manufacturing facility. Parking is being moved but zoning regulations for the parking requirement will still be met. Landscaping will be removed and updated once the addition is built. A sidewalk extension will be built out to the parking lot.

Mr. Alan Lamson from FLB Architecture and Planning showed a site plan and discussed the building design for the addition to include four offices for existing employees of the firm. The brick to be used and bronze trim will match the front of the existing building. Mr. Lamson showed drawing elevations and indicated landscaping which will break up an exposed foundation area. There will be no changes in the operation of the business or building materials to be used.

Director of Planning Lipe gave staff comments:

1. Request for site plan modification approval to construct an 895 sf office addition at Twin Manufacturing, 273 Chapel Rd, I-291 zone. The office will be on the westerly side of the building and will be an extension of the existing building on to the exiting walk way area. The parking area will be reconfigured in that area to accommodate the spaces. A row of plantings are proposed between the building and the car parking.
2. The site is completely surrounded by other I-291 or Industrial-zoned property. Maximum impervious coverage allowed is 65%, 56% proposed. Lot size is nonconforming at 4.6 acres; minimum lot size allowed is 5 acres.
3. There is no new lighting shown on the plan. If there is to be any new lighting, it should be shown on the site plan and will have to conform with our lighting regulations.
4. There are no regulated wetlands on this site.
5. South Windsor Police Department has indicated they have no concerns.
6. The Fire Marshal has reviewed the plan
7. If this application is approved, the Planning Department requests no additional approval modifications except as already noted.

Commissioner Dexter made a motion to approve with modifications:

1. Prior to commencement of any site work, a meeting must be held with Town Staff.
2. No building permit will be issued until the final mylars have been filed in the Town Clerk's office.
3. An as-built plan is required prior to issuance of a Certificate of Occupancy per Section 9.1.3 of the Zoning Regulations.
4. All plans used in the field by the developer must bear the stamp and authorized signature of the Town of South Windsor.
5. This approval does not constitute approval of the sanitary sewer, which can only be granted by the Water Pollution Control Authority.
6. The building street number must be included on the final plan.
7. Pavement markings must be maintained in good condition throughout the site drives and parking areas.

TOWN OF SOUTH WINDSOR
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8. All free standing signs and/or building signs require the issuance of a sign permit before they are erected.
9. If a State Traffic Commission certificate is required, no building permits will be issued until the certificate has been issued (per CGS §14-311).

Commissioner Kuehnel seconded the motion

The motion carried and the vote was unanimous.

- 4. Appl. 15-42P, Connecticut Valley Brewing Company** - request for a site plan modification to relocate the driveway access for the approved 14,500 sq ft facility to include a brewery, warehouse, and tasting room on property located at 765 Sullivan Avenue, GC zone

Postponed by email request to August 18, 2015 by Mr. Tim Coon of J.R. Russo and Associates.

BONDS: Callings/Reductions/Settings

MINUTES: 7/14/15 adopted by consensus with the addition of the time of 8:45 p.m. that the motion was made to go into Executive Session.

OLD BUSINESS: *see page 2*

OTHER BUSINESS:

CORRESPONDENCE / REPORTS:

ADJOURNMENT:

Motion to adjourn the Regular Meeting at 9:55 p.m. was made by Commissioner Flagg

Seconded by Commissioner Wilson

The motion carried and the vote was unanimous.

Respectfully Submitted,

Lauren Zarambo

Recording Secretary