

TOWN OF SOUTH WINDSOR
PLANNING & ZONING COMMISSION

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AUGUST 18, 2015

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

ALTERNATES PRESENT: William Flagg

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

APPLICATIONS OFFICIALLY RECEIVED:

1. **Appl. 15-45P, Design Professionals, Inc. Signage Text Amendment** – request to modify Table 6.5.8.A, Building Signs, Maximum Number to be “None”; and to add to Additional Requirements to allow building signage to be permitted on three sides of the building
2. **Appl. 15-46P, Evergreen Walk Lifestyles Center Drive-Through Text Amendment** – request to add Buckland Road Gateway Zone “Section 4.2.5.E under Permitted Uses” to allow drive through facilities subject to specific Design Standards listed; modify “Section 4.2.6.G Prohibited Uses” to delete the prohibition of drive-through windows; and to add to “Section 10 Definitions” a Drive-Through definition

PUBLIC HEARING / COUNCIL CHAMBERS

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

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

Commissioner Kuehnel read the legal notice as it was published in the Journal Inquirer on Thursday, August 6, 2015 and Thursday, August 13, 2015.

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 (Continued from 7/28/15)

Mr. Ben Wheeler, licensed landscape architect from Design Professionals, Inc. continued the public hearing which began on July 28th by introducing Mr. Jim Barrett, principle with Drummey Rosane Anderson, Inc. (DRA Architects) and Mr. Ryan Chmielewski, licensed landscape architect with Milone & MacBroom, Inc.

IWA/CC approval for the application was received on August 12, 2015. All engineering comments from Town Engineer Doolittle will be addressed on the final plans. Mr. Wheeler indicated they will address four major points from the last meeting: the bid alternate listing; additional modeling for the rooftop mechanical units; parking capacity of the new facility and available parking at the adjacent middle school; and a plan for reserve parking and future parking if deemed necessary.

Mr. Jim Barrett addressed the Bid Alternate Listing of 13 items which were voted upon by the Public Building Committee. A 14th item is now proposed to increase the width of the connecting sidewalk between Foster and Arnold Way from 5’ to 8’.

Mr. Barrett showed the rooftop mechanical unit locations and stated the strategy in their placement was to centralize them within the roofscape and use the high volume roof pop up areas within the building, not to make the mechanical units disappear, but to help screen them.

Mr. Ryan Chmielewski recalled the parking capacity described at the first meeting as 122 total spaces which included 20 visitor spaces with 30 curbside parking. Since then Dr. Carter and Board of Education reviewed

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actual staff numbers. As a result the visitor parking spaces have been increased to a minimum of 30 spaces. A reserve parking diagram was shown where 89 parking spaces could be added if there is future demand.

A path from the Timothy Edwards (TE) overflow parking was shown. Directional signage pointing to the crosswalk at the mouth of Arnold Way is now proposed in order to direct pedestrians from the parking lot to the available sidewalks.

Mr. Wheeler recalculated their submitted parking modification request which was based on 122 parking spaces provided. There are 303 parking spaces required per zoning requirements minus the 122 spaces provided and the 89 spaces being held in reserve for potential future parking reduces the parking space reduction to 92 parking spaces, much less than originally requested.

Director of Planning Michele Lipe gave staff comments:

1. IWA/CC has acted upon and approved the wetlands application on August 12th with no unusual approval conditions.
2. When this application came before ADRC there were no views shown of the rooftop mechanical units. The architect is requested to consider economical alternative treatments for screening to mitigate views of the rooftop units from public ways and also from the back side of the building.

Town Engineer Jeff Doolittle indicated the revisions to storm water drainage submitted by Design Professionals, Inc. are in process of being reviewed and expressed confidence they will resolve all questions concerning storm water drainage on the site.

Mr. Robert Dickinson, resident of Birch Road, distributed a letter to each Commissioner (Exhibit A) and spoke in favor of the revised locations of the pathways to the new school with crosswalks providing safer access for students walking and bicycling from Foster Street and Arnold Way. He voiced concern that roots from the trees planned may eventually heave the pathways. He also stated the 5' pathways shown on some drawings would not provide sufficient width for safe use for both walkers and those biking and offered cost saving suggestions.

No one from the public spoke in opposition.

Commissioner Carroll asked to see the alternate bid list again. Mr. Wheeler clarified that it was the complete list of alternates approved by the Public Building Commission with the addition of Item #14. The commissioner asked if the cost difference had been determined for Item #14. Mr. Wheeler stated their cost estimator had not yet determined the cost to increase the width of pathways from 5' to 8' but will assign a figure to it before it goes out to bid. Commissioner Carroll asked if a basketball court was planned for the blacktop play area. Mr. Wheeler replied it was planned for inside the gymnasium. It was determined the blacktop area is large enough to accommodate a basketball court. Mr. Barrett replied basketball hoops and courts are not typically deployed as part of a playscape for elementary schools.

Commissioner Carroll stressed the importance of widening the sidewalks stating now is the time to put them in and was surprised there was no budget figure assigned. He asked if the alternate list was in priority order. Mr. Wheeler stated the alternate list goes through the Public Building Commission for approval and is prioritized and that item #14 was added without going through their approval process and not yet assigned priority.

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Commissioner Carroll then asked if the directional signs for pedestrians being proposed were meant to take the place of putting sidewalks on the south side of the road as the Commission requested at the last meeting. Mr. Chmielewski replied they were and would be at the back side of the parking spaces directing people towards Arnold Way for the crossway and entrance up to Orchard Hill School. Mr. Wheeler stated given the proximity of the parking spaces to that intersection, directional signs to the crosswalk were better and safer for pedestrians to be crossing at that intersection rather than a sidewalk directing them along the south side of the driveway to cross midblock.

Commissioner Wilson asked to see the map of the additional future parking spaces and voiced concern over the potential locations especially in the areas where buses travel and in the Pre-K area where people drop off and pick up children. Mr. Wheeler stressed what is shown is for future additional parking if the parking for day to day operations becomes inadequate and that all locations do not have to be added at once but could be prioritized.

Commissioner Kuehnel asked about the inclusion of solar energy on the alternate bid list. Mr. Wheeler noted it listed as 'Photovoltaic Panels'. She then asked about framing the mechanical rooftop units. Mr. Barrett stated they reviewed the subject with the Public Building Commission. Full screening options were prohibited by cost and would also add an additional 3' to 6' on each side of the units to accommodate work zones. Without screening only the size of the actual unit would be seen. After consideration, another alternative of self supported panels hung on the units themselves was rejected by the consulting engineers. Rooftop screening beyond what is offered by the designed larger volume spaces of the roof forms is not being considered.

Commissioner Flagg referenced Item #14 and asked where on the site plan sidewalks would be widened. Mr. Wheeler indicated they would provide a wider path connecting from Arnold Way to Foster Street. The commissioner asked how wide sidewalks are to be going around the school itself. Mr. Chmielewski noted the variations in widths from 5' to 8'. Commissioner Flagg suggested all sidewalks to be 8' wide around the school for safety reasons and in times of emergency. Mr. Chmielewski clarified all the walkways coming out of the major egress doors are more or less 8' varying from 7'8" to 8'+ sections.

Chairman Pacekonis voiced concern about viewing the main entrance of the building with the rooftop units exposed. Mr. Barrett showed various views including the south facing view of the main entrance to the facility. The Chairman asked if there is a standard dimension from the trees to the sidewalks concerning the potential of roots heaving sidewalks, and types of trees planned. Mr. Chmielewski stated the general practice is to keep trees a minimum of 6' off sidewalks. Those around the main access drive are 10' off. The variety of trees chosen for having tap roots rather than spraying roots include oak, sweet gum, and elm.

Chairman Pacekonis asked about evacuation plans and dedicated exterior safe zones. Mr. Barrett stated he was present at the meeting with the fire marshal relative to routing of children. No final plan has been established however administration and the fire marshal felt confident that with the plan as depicted they will have an egress plan that will suit the building and provide safety for the 576 students. The Chairman asked if there was a proposed location for the photovoltaic panels and whether it had been reviewed by ADRC. Mr. Barrett stated the tentative location for the panels is the high roof of the gymnasium where they would not be seen and was not reviewed by ADRC. Chairman Pacekonis suggested using solar panels as a way of screening the rooftop mechanicals from the south.

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The Chairman voiced concern that the Commission's comments from the previous meeting about sidewalks had not been heard. Concerning the sidewalk going to Timothy Edwards, it is not realistic to point pedestrians in the opposite direction from where they are going so that they cross a sidewalk safely. The Chairman had previously asked for an estimate of how many spaces in the TE parking to be used for overflow parking are currently being used by TE during the day. Mr. Wheeler stated TE is currently in the process of redesignating their parking lot use and showed illustration of parking areas to show 58 visitor spaces to be available to both schools during the school day. For evening events all lots could be used for either school.

There will be tree protection around existing trees on site and noted on the plans and specifications.

Director of Planning Lipe showed areas of concern with the parking proposal shown, which was being presented for the first time at the meeting, such as the parking shown in the bus drop off area which is a primary access point or at the entrance where the primary flow of traffic is located. Mr. Wheeler suggested there could be other areas where reserve parking could be added.

Commissioner Kuehnel read a letter into the record from Councilor Andrew Paterna (Exhibit B) in support of the project.

Chairman Pacekonis thanked the public for participating and closed the public hearing at 8:37 p.m.

- 2. Appl. 15-35P, Town of South Windsor Fairgrounds at Rye Street Park** – request for a special exception to Table 3.1.1A and site plan of development to create a multi-use open area for potential uses such as a debris storage, recreational fields, and fairground use, on property located on the westerly side of Brookfield Street and northerly side of Troy Road, RR zone

Mr. Jeff Doolittle, Town Engineer, presented the request for a special exception going over the physical features and history of the site which is currently Town owned open space. The Town purchased the 67 acre property in 1997 which consisted of two parcels; one of mature white pine tamarack forest which had been farmed until the late 1960's and then planted as a tree plantation. Trees were planted too closely without maintenance or thinning which resulted in trees unsuitable for lumber and slowly dying off. The parcel has 55 acres, 26 of which are flat forested land. Six acres of that parcel have been cleared as a mitigation site for relocated tiger beetles and will remain undisturbed. The second, northern parcel consists of 12 acres of highly productive hard wood forest.

The Town is proposing to clear 16 acres, to be seeded as grass, to be used for temporary debris storage in the event of another significant storm; and for large events such as the Wapping Fair; and for passive and active recreation use such as a full sized cricket field or general recreational area; and potentially for the Farmers' Market currently located at Nevers Park. It will not be irrigated or maintained as a prime athletic field or programmed for sports events. A gravel access road is proposed and there will be separate ingress and egress driveways. A site drive into the site can be accommodated along the Brookfield Street frontage. A secondary gated access is proposed by Staff for emergency vehicle access out to Troy Road. The clearing area limits are within a 100' buffer adjacent to all residential properties along Troy Road. A plan of the proposed area for the Wapping Fair including travel patterns and parking was shown. There is no plan presently to bring utilities to the site.

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Mr. Ray Favreau, Director of Parks and Recreation, described uses for the property including a cricket field, the Wapping Fair, Farmers' Market, a temporary backup facility for youth athletic programs. The Park and Recreation Commission fully endorses the project and the name, Fairgrounds at Rye Street Park.

Director of Planning Michele Lipe gave staff comments:

1. Request for a special exception to Table 3.1.1A and site plan of development to create a multi-use open area for potential uses such as a debris storage, recreational fields, and fairground use, on property located on the westerly side of Brookfield Street and northerly side of Troy Road, RR zone
2. Special Exception criteria include:
 - The proposal is consistent with the goals and objectives of the Plan of Conservation and Development.
 - The application has met the requirements of the zoning regulations.
 - The land is physically suited to the proposed use.
 - Minimal, if any, adverse environmental impacts are created.
 - No traffic or other hazards will be created.
 - The impacts on the capacity of the present and proposed utilities, street, drainage systems, sidewalks, and other elements of the infrastructure will be minimal.
 - There will be minimal or no adverse effects on existing uses in the area.
 - Surrounding property values will be conserved.
 - The character of the neighborhood will be maintained or minimally disrupted.
 - The general welfare of the community will be served.
 - There is a balance between neighborhood acceptance and community needs.
 - Historic factors are adequately protected; or due consideration to preservation of historic factors has been demonstrated.
 - The overall physical appearance of the proposed development is compatible with surrounding development and the Commission's goals for the neighborhood/corridor.
 - 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 and/or within a particular use category are satisfied.
3. Potential uses include:
 - Debris Storage in the event we experience another significant storm;
 - Large events can be accommodated such as the Wapping Fair;
 - Recreational activities, both passive and active.
4. Access and traffic patterns into and around the site have been reviewed. There are two curb cuts proposed to service this site – the primary entrance will remain off of Brookfield Street with an emergency entrance/exit off of Troy Road. The Troy Road entrance would be gated. At the time of the

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Wapping Fair, the Brookfield entrance is intended to be for the public, staff and parking and the traffic pattern would allow for separate locations for ingress and egress.

5. There are no utilities proposed to be brought into the site at this time.
6. This site does abut residential houses and is subject to a fifty foot buffer along those property lines. There is existing vegetation along the southerly boundary the will not be disturbed. All activities are shown to be a minimum of 100 feet from that property line.
7. There are regulated wetlands on the site. The IWA/CC approved this application on 7/15/15 with no unusual approval conditions.

If this application is approved, Planning Staff has no requested approved modifications.

Mr. Paul Petrillo, resident of Middletown and chairman of the Wapping Fair for the last 15 years, spoke in support and of the need for the permanent home for the fair which has been taking place in South Windsor for the last 123 years. The fair donates \$15,000 annually back to the town.

Ms. Lisa Damiano, 30 year resident living on Brookfield Street, asked for further explanation of where entrances to the park and parking will be located and how traffic would be handled. She expressed concern that no utilities are being planned at this time for the uses proposed including those for boy scouts for camping.

Ms. Mary Petock, resident of Brookfield Street speaking on behalf of concerned neighbors, stated there is presently high traffic volume on Brookfield Street which increases every year and asked if there has been a traffic volume survey done on Brookfield Street. She asked why the entrance had not been planned for Troy Road which is less residential and less populated. She also asked for an explanation of the proposed debris storage. She suggested the Priest farm is a more recognizable location for the proposed activities and asked about disk golf baskets being proposed. She asked about construction being presently done on the site when there are application pending signs up with nothing yet approved and also questioned what will happen to their property values if the site is used for dumping of debris material.

Mr. Chris Peltier, resident of Brookfield Street, spoke with concern stating he was told when he purchased his property two years ago that the proposed fairgrounds was wetlands and would never be developed. Now an entrance and parking lot are proposed to be across from this home. He asked how the property will be regulated throughout the year; if there will be sports played year round, who will supervise the land, specific times when it would be open, and will it be gated year round.

Mr. Jerry LaMothe, resident of Brookfield Street, reemphasized the concern about traffic on Brookfield Street which is not very wide and already is well traveled. He asked to know exactly what the plan is for debris on the site.

Mrs. Claire Taylor, 37 year resident of Brookfield Street, spoke with concern about potential noise and the traffic which will be generated to add to substantial every day traffic on the street. Noise already is generated from Rye Street Park so they have concerns about how the area will be used and how often. Mr. Dan Taylor also asked if the Town has done an adequate long term analysis of the impact of what is proposed.

Commissioner Flagg asked about the water that gathers around the trees in the area, access roads, and areas to be cleared. Town Engineer Doolittle replied the area is made of sandy subsoils and will be graded. There are no wetlands in the area to be cleared. There are wetlands to the northwest and in the northern forested area which will not be disturbed. Between the entrances they will be clearing out to the road to the north of the entrance leaving only healthy trees to create a buffer from the road. Unhealthy trees will be removed. The fair area north

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of the entrance and the parking area to the south will be cleared areas. The main entrance and exit will be in the center of the property, across from Environmental Services. The exit to the south would be primarily be used for major events. The roads will be gravel and wide enough for emergency vehicles.

Commissioner Kuehnel confirmed there were no utilities being brought to the site and asked for an explanation of the debris to be brought to the site. Mr. Doolittle stated it will be a temporary storage area for primarily woody debris. It will not be used for disposal of debris. The State has criteria for storms when communities need to collect debris, bring it to a temporary staging area to be reduced, and sent to a proper disposal area. The Commissioner then asked about using the Priest property. Mr. Doolittle stated it has been discussed by the Town and Commissions for many uses. It is and has been primarily an agricultural property which is very wet environmentally. There are no utilities and although it is located on Sullivan Avenue there is not a good place to access the property on Sullivan Avenue for major events.

Commissioner Kuehnel asked if the proposed fairgrounds area will be locked or gated when not in use and the proposed hours of use. Mr. Ray Favreau stated it will be part of the public park system which has a current policy of dawn to dusk usage. Special events, such as the Wapping Fair, would need special exception. There are gates at most parks which are not typically used, except in the event of a major snowstorm when not all of the roads are plowed. There will potentially be two access points on Brookfield Street. One will be a main entrance and exit point to be used on a regular basis. For large scale events, there would be the option of exiting from a second drive which would potentially stay gated on a day to day basis.

Commissioner Wilson and Town Engineer Doolittle discussed traffic patterns and access points. Commissioner Wilson asked if a tree line would be left along the property line to shield it from the neighbors across Brookfield Street. Mr. Doolittle stated it is the intention to leave a tree line of good healthy trees there.

Commissioner Carroll asked about exiting out of the site onto Troy Road. Director Lipe stated there was discussion about putting an emergency exit onto Troy Road but it would not be for public use. The Commissioner suggested using that access on Troy as an exit for cars during a large event. Ms. Lipe stated if the Wapping Fair is going forward on this site a very specific traffic plan will have to be designed and presented to the Commission.

Commissioner Carroll described disk golf as a Frisbee golf course of 9 or 18 holes using wire baskets for the holes. He asked why utilities were not being brought on site. Mr. Doolittle stated the primary reason is cost. The Wapping Fair is self supporting providing their own utilities. Port-a-potties can be provided if the Farmers' Market is located there. Commissioner Carroll stated if electricity would be brought into the site it would reduce noise produced by generators at the fair. Mr. Doolittle stated it can be brought to the site in the future.

Chairman Pacekonis thanked the public for commenting and asked the Director of Planning if any traffic count surveys had been taken of the area. Ms. Lipe stated she is not aware of any surveys but Brookfield Street is a collector road rather than a local road and it is anticipated that traffic would be using it through town. It was indicated there was a traffic count under way by the State. Mr. Doolittle stated the Town has not been informed nor has received any results.

Chairman Pacekonis asked about the number of cars anticipated for the Wapping Fair. Mr. Paul Petrillo, Chairman of the fair, stated the average attendance is 13,000 over the course of four days. Generally people come in family groups of three and four so there could be 3,000 to 4,000 cars over the course of four days with approximately 100 cars an hour. Six hundred to 800 cars are parked in the lots at a time.

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The Chairman asked the Town Engineer about any construction presently ongoing on the site. Mr. Doolittle stated Environmental Services did a sewer connection to one of their buildings on Brookfield Street.

The Chairman asked the Director of Parks and Recreation about the cricket season and site. Mr. Favreau stated it is a spring / summer season, similar to baseball, typically played once a week on Sunday afternoon and it would not conflict with the Wapping Fair. There have been about twenty cars for the two teams and spectators per game which could grow for games played on a regulation size cricket field. The crowd and number of cars are not expected to be larger than for a regulation soccer game. A recommendation from the Park and Rec Commission, which is referring this proposal to Town Council, is not to have any permanent sports goals of any kind on the property in order to have an open space all purpose area. The area will not include a Frisbee golf course on the site but may include a few practice baskets. Another area of town is being planned for that use. The open space will be mowed on a regular basis and have reinforced turf to handle vehicle travel.

Chairman Pacekonis asked the Town Engineer to qualify the use for debris as only for emergency situations. He asked what will be left along Brookfield Street. Ms. Lipe stated the intent is to leave 75' of any healthy trees along the frontage. The Chairman stated he wants to be sure healthy trees are left along the front.

Commissioner Wilson explained the procedure of applications pending and encouraged the public to call town hall for information if they see application pending signs of interest.

The Chairman closed the public hearing at 9:45 p.m.

REGULAR MEETING / MADDEN ROOM

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

PUBLIC PARTICIPATION: none

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

- 1. 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

Mr. Tim Coon, P.E. with J.R. Russo and Associates, LLC representing the Connecticut Valley Brewing Company, presented the request. Site plan approval was received on 01/13/15 which included an entrance coming out to a signalized intersection directly across from Troy Road. They later learned from the State DOT that most of the equipment at that intersection was out of date and to use that signalized intersection would require them to do a complete reconstruction of that intersection to an estimated cost of \$150,000 which was not part of their budget. Alternatives were considered by the Town, applicant, and DOT. The plan has been redesigned to move their driveway as far east as possible away from the intersection which the DOT has found acceptable. The reconfiguration provides the same number of parking spaces and a reduction of 700 square feet in the impervious area. There are no changes to the drainage, utilities, or landscaping.

Director of Planning Lipe gave staff comments:

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1. Request for a site plan modification to change the approved driveway location based on the State of Connecticut's requirements for use of the existing light, on property located at 765 Sullivan Avenue, GC zone
2. Egress from this site was originally designed so that the existing traffic light would be utilized at Troy Road with the addition of a new signal head. Also, at the time of the subdivision approval, the Commission reviewed the access to the lots and required an access easement over Lot 3 to get to Lot 4.
3. The new drive will not affect the regulated wetlands on the property.
4. The fire marshal has reviewed this plan and has requested a new fire hydrant be located near the new entrance drive.
5. The Police Department has reviewed this proposal and although they do not feel it is an ideal situation, they understand the circumstances.
6. With this new configuration of the drive, staff has two recommendations:
 - At such time as access to the existing traffic light becomes available, the applicant is required to modify the access drive to the original approval so that vehicles will enter and exit at the traffic light
 - The developer is to modify the access easement to allow the town's property to the rear access through this driveway.

If this application is approved, the Planning Department has no additional modifications to request.

Town Engineer Jeff Doolittle gave staff comments reiterating what Mr. Coon had previously stated and also that traffic volumes had recently been checked by the State but they have not received any results to date.

Commissioner Wilson made a motion to extend the meeting past 10:00 p.m.

Commissioner Carroll seconded the motion

The motion carried and the vote was unanimous.

Commissioner Kuehnle made a motion to approve with the following modifications:

1. All previous approval conditions from Application 14-57P remain in effect.
2. At such time as access to the existing traffic light becomes available, the applicant is required to modify the access drive to the original approval so that vehicles will enter and exit at the traffic light including the sidewalk crosswalk.
3. A new fire hydrant is required near the new entrance drive.

Commissioner Carroll seconded the motion

The motion carried and the vote was unanimous.

2. **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

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Commissioner Wilson voiced concern with traffic flow and parking as proposed stressing the need for a parking lot to be located across from the Pre-K drop off for those who will park to drop off and pick up 3 to 4 year old kids from that entrance. Children have to be signed out in order to be picked up. Additional spaces were considered. Director Lipe stated typically parking spaces are not allowed at access drives and recounted Dr. Carter's description of the curbside loading area rather than a parking area. Parking continued to be discussed by the Commission. The Chairman suggested an approval condition for parking near the access drive to the Pre-K entrance. Parking continued to be discussed with the comment for the Commission's need for a copy of the proposed reserve parking plan rather than simply having been shown a visual aid at the public hearing.

Commissioner Kuehnel asked if the applicant would come back to the Commission with the Alternate Bid List once funding was in place. The Chairman stated the only influence the Commission would have upon the items on the list would be through an approval condition. Director Lipe stated once the site plan is approved, changes would come in by way of a change order for review. Change orders minor in nature are handled at the staff level but when a change rises to the level of concern of the Commission it would be brought back to the Commission.

Parking and drop off of students continued to be discussed. Ms. Lipe read the memo received from the applicant about parking and student pick up which related to the front entrance rather than the Pre-K area.

Commissioner Carroll emphasized the need for 8' wide sidewalks along the south side along the way up to the entrance. Commissioner Flagg agreed. Types of pavement were discussed. An approval condition was drafted for an 8' concrete sidewalk on the southerly side of the drive from Foster Street to Arnold Way.

Commissioner Carroll spoke again about an outdoor basketball court at the school and the visibility of the rooftop mechanical units. Masking the units by matching the color of the units with the color of the building might help them blend in.

Director Lipe asked about the parking modification request. 122 spaces are proposed with 89 spaces reserved. Seven additional spaces were discussed within the Pre-K area to create 129 spaces to be built with 82 reserved spaces. An approval condition for the protection of existing trees during construction was also drafted.

Commissioner Carroll 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. This application is subject to the conditions of approval of the Inland Wetlands Agency/Conservation Commission.
4. An as-built plan is required prior to issuance of a Certificate of Occupancy per Section 9.1.3 of the Zoning Regulations.
5. All plans used in the field by the developer must bear the stamp and authorized signature of the Town of South Windsor.
6. This approval does not constitute approval of the sanitary sewer, which can only be granted by the Water Pollution Control Authority.
7. The building street number must be included on the final plan.
8. Pavement markings must be maintained in good condition throughout the site drives and parking areas.
9. All free standing signs and/or building signs require the issuance of a sign permit before they are erected.

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10. If an Office of State Traffic Administration certificate is required, no building permits will be issued until the certificate has been issued (per CGS §14-311).
11. In accordance with Section 6.4.9, the Commission has granted a modification to the required 303 parking spaces based on the uses presented. The approved reduction requires 129 spaces to be built with 82 spaces shown as reserved spaces. The modification to the required number of parking spaces is based on the operation of the facility presented, and a shared parking arrangement utilizing other parking lots on the site. Trees should not be placed into reserve plan parking locations.
12. Trees to be preserved around the site shall be protected in the field prior to construction activities.
13. Engineering comments dated 7/9/15 must be addressed to the satisfaction of the Town Engineer.
14. Seven (7) additional parking spaces shall be added along the westerly parking area in the vicinity of the exit drive to provide for an additional drop-off area for the Pre-k students.
15. An eight foot (8') bituminous sidewalk shall be provided along the southerly entrance driveway from Foster Street through to Arnold Way. The location of street trees shall be adjusted accordingly.
16. The rooftop mechanical units should blend into the roof architecture to the fullest extent possible.
17. The commission strongly encourages the Public Building Commission to consider adding a basketball court be placed on the bituminous surface of the second playground area.

Commissioner Kuehnel seconded the motion

The motion carried and the vote was unanimous.

- 3. Appl. 15-35P, Town of South Windsor Fairgrounds at Rye Street Park** – request for a special exception to Table 3.1.1A and site plan of development to create a multi-use open area for potential uses such as a debris storage, recreational fields, and fairground use, on property located on the westerly side of Brookfield Street and northerly side of Troy Road, RR zone

Commissioner Carroll clarified the 100 foot tree line was not to hide the area but to have trees. The Troy Road emergency access drive was discussed for potential use as an exit during large events. Utilities were discussed as something that could be added once the area is established with the proposed uses.

Commissioner Kuehnel made a motion to approve with modifications:

1. No building permit will be issued until the final mylars have been filed in the Town Clerk's office.
2. This application is subject to the conditions of approval of the Inland Wetlands Agency/Conservation Commission.
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. The building street number must be included on the final plan.
6. Pavement markings must be maintained in good condition throughout the site drives and parking areas.
7. All free standing signs and/or building signs require the issuance of a sign permit before they are erected.

TOWN OF SOUTH WINDSOR
PLANNING & ZONING COMMISSION

MINUTES

-12-

AUGUST 18, 2015

Commissioner Wilson seconded the motion

The motion carried and the vote was unanimous.

4. Discussion with Town Engineer regarding drainage problem at 40 Woodside Drive

Mr. Doolittle distributed site maps of an area which has street drainage problems resulting in the flooding of an inground pool. The area is being surveyed and the down street drainage fund is being considered to be used to resolve the issue. The Commission was in agreement and Mr. Doolittle will return with more information.

BONDS: Callings/Reductions/Settings

1. Appl. 01-28P, Willowbrook IWA/CC Bond in the amount of \$15,000 to be reduced by \$15,000 to leave a balance of -0-.
2. Appl. 02-18P, South Windsor Technologies IWA/CC Bond in the amount of \$6,000 to be reduced by \$6,000 to leave a balance of -0-.

Commissioner Carroll made a motion to reduce the above mentioned bonds. Commissioner Kuehnel seconded the motion. The motion carried and the vote was unanimous.

MINUTES: 7/28/15 adopted by consensus.

OLD BUSINESS: *see page 2*

OTHER BUSINESS:

Director of Planning Lipe described a request from Mr. Chaponis to move 2,500 yards of topsoil to his land to grade rather than for storage. This request is permitted after review of proposed grading by the Town Engineer.

CORRESPONDENCE / REPORTS:

ADJOURNMENT:

Motion to adjourn the Regular Meeting at 11:05 p.m. was made by Commissioner Wilson

Seconded by Commissioner Flagg

The motion carried and the vote was unanimous.

Respectfully Submitted,

Lauren Zarambo

Recording Secretary