

TOWN OF SOUTH WINDSOR
PLANNING & ZONING COMMISSION

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JUNE 8, 2021

MEMBERS PRESENT: Bill Flagg, Stephanie Dexter, Frank Bonzani, Kevin Foley, Michael LeBlanc, Bart Pacekonis

ALTERNATES PRESENT: Paul Bernstein, Megan Powell, Elizabeth McGuire

STAFF PRESENT: Michele Lipe, Director of Planning; Jeffrey Doolittle, Town Engineer; Michael Lehmann and Scott Roberts; IT Support; Caitlin O'Neil, Recording Secretary

Council Liaison Janice Snyder in attendance.

PLEDGE OF ALLEGIANCE

Chairman Pacekonis reviewed the procedures under which the online WebEx meeting would be held.

Chairman Pacekonis appointed Alternate Commissioner Bernstein to be seated for Commissioner Wagner.

Chairman Pacekonis asks for public comment. Council Liaison Janice Snyder welcomes on behalf of Town Council Michael LeBlanc as a Commissioner and Megan Powell as a new Alternate Commissioner.

CALL TO ORDER:

NEW BUSINESS / Webex Conference HYBRID MEETING 7:00 PM

Discussion/Decision/Action regarding the following:

1. **Appl 21-23P, Ticket Network Livestock Temporary and Conditional Permit** - request for renewal of a 2-year temporary and conditional permit (Section 2.13A) for an animal agriculture permit to allow 64 chickens, 2 geese and 2 goats, on property located at 83 Gerber Road East, I zone

William Downs, Director of Facilities, was present representing Ticket Network Livestock Temporary and Conditional. Mr. Down briefly reviewed the temporary permit request indicating that it remains the same.

Director of Planning Michele Lipe gave the following Planning report:

1. Request for the renewal of a two-year temporary and conditional permit to allow chickens, geese and goats on the TicketNetwork property located at 83 Gerber Road, I zone. The T&C permit was originally issued in 2013 and the current permit expires on June 11, 2021.
2. The applicant's purpose for keeping chickens is to provide employees with fresh eggs. They are aware that the health code requirement does not allow the eggs to be used on site unless they have been USDA approved.
3. The area dedicated to this use is about 2 acres and includes two chicken coops and a 3,000 square foot fenced area. The animals are cared for by a TicketNetwork employee. The last permit renewal allowed for 64 chickens, 2 geese and 2 goats. The applicant is requesting to keep the same numbers.
4. 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".
5. The Planning Department is not aware of any complaints arising from the keeping of the animals.

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

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Town Engineer Jeffrey Doolittle has no comment.

Chairman Pacekonis asked for comments from commissioners.

Commissioner Bernstein asked Mr. Downs what Ticket Network does with the animals.

Mr. Downs responded that Ticket Network's owner and the employees consider this an animal sanctuary and explained most of livestock comes from people that have neglected animals or could no longer take care of them.

Commissioner LeBlanc ask if orchard is part of the same property.

Mr. Downs responded yes, they have an orchard, a vineyard and they also grow hops for a local brew club. In addition, in the front of the building they grow produce for the cafeteria and staff.

Commissioner LeBlanc commends what they are doing.

Commissioner McGuire, ask if Ticket Network still actively have offices on the site. Mr. Downs replied, yes, they have been working remote due to the pandemic but they have started to bring team members back in person.

Commissioner McGuire asked if the sanctuary is open to the public. Mr. Downs explained it is open to the public and that they work with South Windsor student body throughout the summer months to allow them to learn in the garden.

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

1. This permit it to allow 64 chickens, 2 goats and 2 geese on site.
2. This permit will expire in two years, on June 8, 2023, and will have to be renewed at that time if the use is to be continued.

Commissioner LeBlanc seconded the motion. The motion is passed unanimously.

- 2. Appl. 21-25P, Lowes Temporary and Conditional Permit** - request renewal of a 2-year temporary and conditional permit (Section 2.13.a) to allow seasonal outdoor display/storage of garden products from April – July, in an area southerly side of the building, on property located at 31 Buckland Hills Drive (Manchester, CT), Buckland Gateway Development zone.

Vejay Chandarpal, Store Manager for Lowe's in Manchester/South Windsor is attending on WebEx. Mr. Chandarpal reviews renewal, it has been requested and renewed several times over the past couple decades. Mr. Chandarpal directs the Commissioners to the photos he sent in earlier in the day of the outdoor display.

Chairman Pacekonis asked if anything has changed.

Mr. Chandarpal responded no.

Director of Planning Michele Lipe gave the following Planning report:

1. Request for a two-year temporary and conditional permit for the outdoor storage and display of garden/landscaping materials at Lowe's Home Center, 31 Buckland Hills Drive, GD zone. Outdoor storage is prohibited in the Buckland Gateway Zone under Section 4.2.9.I.
2. The use goes back several years and as it grew, the PZC decided in 2015 that the storage/display was best handled as a 2-year temporary and conditional permit. The original T&C permit was issued May 12, 2015, and the current permit expires on May 28, 2021.
3. The most recent applications allowed the temporary outdoor storage of grills, chairs, tractors and wheel barrows in front of the store. It also allowed the storage of garden plants in front of the garden

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center. In addition, it allowed the storage of excess bagged goods (mulch, soil, rocks) to the north of the garden center, encompassing the entire side parking area in the spring and summer months. The applicant has provided a portion of the site plan that shows the area to be used in conjunction with this T&C permit and is how the site is being used today.

4. The fire marshal has reviewed this request. He has asked Lowe's to keep the fire lane around the building clear and has required them to relocate pallets from that area.
5. The wording of the T & C permit regulation is that, "Temporary and conditional permits may be granted by the Commission for a use which is not specified elsewhere in these regulations for a period not to exceed two 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."

If this application is approved, the staff have no further modifications requested.

Ms. Lipe did comment that there are many existing street lights that are out along the access drive as well as in the northern parking area. Mr. Chandarpal responded that he has been made aware of this issue and a work order has been requested.

Town Engineer Jeffrey Doolittle no comment.

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

1. The Temporary and Condition permit will expire on June 8, 2023 and will have to be renewed at 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.

Commissioner Dexter seconded the motion.

Commissioner Flagg asked about parking indicating that the seasonal display takes up about 166 parking spaces and Commissioner Flagg is under the impression that the business must have so many parking spaces. Commissioner Flagg asked Director of Planning Michele Lipe if this permit negates the responsibility the business has for providing a certain amount of parking spaces. Lipe responded it does not negate the need for providing the required parking; however, they do not appear to have a parking problem at during the use of this area.

Commissioner Flagg had no further comments.

The motion was called and passed unanimously

- 3. Appl. 21-20P, Evergreen Walk Lifestyle Center LLC** – request to modify the Evergreen Walk General Plan of Development for the realignment of Evergreen Way to accommodate a new 50,000 sf retail building (replacing the existing 53,000 sf of retail known as Units 500 B, C and D), on property located at 151 Buckland Road, Buckland Gateway Development Zone

Chairman Pacekonis explained application is up for deliberation and a possible decision. Chairman Pacekonis asked if there is anything new from last submission.

Director of Planning Michele Lipe responded that there is nothing new since last meeting.

Commissioner Bernstein made a motion to approve the application with the following modifications:

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1. The Commission notes that this approval is for a General Plan of Development, which does not address all engineering and site design details. The applicant shall submit an application for a Site Plan of Development approval prior to construction, per Section 4.2.15.D of the zoning regulations. Construction phasing must be included on Site Plan of Development if appropriate.
2. At the time of site plan, the Commission will review all specific details of the project, including but not limited to the following concerns raised during the General Plan application process to be incorporated into the final plans:
 - Updated signage so that the road names are clearly identified on site;
 - Specific attention given in designing the landscaping and screening in the western parking lot and truck loading area to provide a visual screening to the residents in the independent living facility, Evergreen Crossing.
3. No building permits will be issued until any required OSTA certificate modification has been issued (per CGS §14-311). The developer shall discuss with OSTA the specific traffic study parameters and establish the specific baseline traffic data to be used and report back to town staff for concurrence. The traffic study must account for the traffic currently approved for Evergreen Walk, the Costco project and the Gateway Site Plan development along the easterly side of Buckland Road. Additionally, the traffic study must evaluate impacts of this development on Buckland Road, particularly at the Hemlock Ave and Tamarack Ave intersections, to insure there are no adverse traffic impacts from this development. This analysis may include, but is not limited to, evaluation of timing/adjusting of signals, adequacy of turn lanes and other potential road improvements. Any modifications needed to the traffic signals or turn lanes on Buckland Road must be included in the site plan
4. The land use table on the general plan shall be updated to reflect current status of projects. All roads should be clearly labelled on the general plan.
5. All approval considerations of the March 11, 2014 for Appl. 14-09P, Evergreen Walk General Plan of Development remain in effect including:
 - The Plum Gulley Brook/Podunk River watershed is a highly sensitive watershed and stream corridor, hydrologically, hydraulically and ecologically. Storm drainage design at the site plan stage must thoroughly and adequately address storm water quality and quantity, including both on-site and downstream impacts.
 - Views of parking areas from Buckland Road must be minimized through the use of berms and perimeter landscaping.
 - Roofs and roof equipment must be screened from Buckland Road, Smith Street and Deming Road.
 - Pedestrian and bicycle interconnection between the lifestyle center (“main street” retail center), indoor recreation facilities, office and housing must be provided.
 - Delivery trucks must use routes other than the “main street” to make site deliveries.
 - Trees and hedgerows must be preserved to the maximum extent possible; preservation details to be shown on the site plan.

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- No outdoor storage is allowed in the Gateway zone, per Section 5.8.6.c of the zoning regulations.
- Construction phasing, including phasing of external roadway improvements, must be shown on the site plan.
- As additional green space is added, it should include some of the site's existing natural features

Commissioner Dexter seconded the motion. The motion was called and passed unanimously

- 4. Appl. 21-11P, REESG Newco South Windsor, LLC** – request for a Zone Change from General Commercial Zone (GC) to Sullivan Ave Mixed Use Development Overlay Zone (SAMUD) of 19 +/- acres and General Plan of Development for the renovation of 60,740 sf of commercial space and the development of 125 apartment units, on property known as Sullivan Avenue Plaza, located at 959, 1017 and 1079 Sullivan Avenue, GC zone

Commissioner Bonzani made a motion to approve zone change/general plan of development with the following modifications:

1. This approval is for a Zone Change from General Commercial Zone (GC) to Sullivan Ave Mixed Use Development Overlay Zone (SAMUD) of 19 +/- acres and General Plan of Development for the renovation of 60,740 sf of commercial space including 125 apartment units. The Planning and Zoning Commission finds that the zone change is in conformance with the Town Plan of Conservation and Development.
2. The breakdown of unit types includes: Ten percent (10%) of the units must be affordable. The applicant's represented the units will be: including two (2) Studios, seven (7) 1 bedroom, and four (4) bedroom units. The affordable units must be dedicated by deed restriction in a manner as the Town may require. The developer shall work with the Town on the Affordability Plan and submit deed restriction documentation at the time of the special exception/site plan request.
3. The affordable units shall be evenly dispersed throughout the development. Generally no affordable units shall be located adjacent to another affordable unit. Affordable units shall not be apparent by exterior appearance, and shall comprise a variety of unit types.
4. The Commission notes that this approval is for a General Plan of Development, which does not address all engineering and site design details. The applicant must apply for a special exception and site plan of development approval, at which time the Commission will review all specific details of the project, including but not limited to the following concerns raised during the Zone Change/General Plan application process:
 - A recreational path connecting this site to the Major Michael Donnelly trail system should be investigated for consideration with the site plan application process.
 - The required buffer area adjacent to Strawberry fields shall be designed in consultation with the town staff and representatives from the Strawberry Fields Association.
 - A bus shelter shall be shown along Sullivan Ave.
5. Water Pollution Control Authority is required.

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6. Within ninety days, a zone change map (1" = 40') with an A-2 certification must be filed on the land records, showing all boundary lines and the acreage of the land where the zone change was granted. The map shall be drawn in accordance with the rules and regulations of the State Board of Registration for Professionals Engineers and Land Surveyors and shall be stamped and signed by a Registered Land Surveyor. The zone change map must be submitted on black and white mylars, with this approval letter thereon, together with three blueprint copies of the Zone Change.
7. The applicant will work with the State of CT to evaluate and establish an additional sidewalk from the Geissler's Plaza entrance in Sullivan Ave to Ayers Road, including a pedestrian crossing the signalized intersection of Sullivan Ave and Ayers Road. The applicant will also provide a path/sidewalk to minimize the walking distance from the vicinity of one of the apartment buildings to the Sullivan Ave/Ayers crossing.

Commissioner LeBlanc seconded the motion.

Chairman Pacekonis commented that the residents of neighboring complex, Strawberry Fields, should be happy to be involved in the process and indicated there may be a sidewalk that connects Strawberry Fields to Sullivan Avenue Plaza in the distant future. Chairman Pacekonis added that the Plan of Conservation and Development for the Town calls for sidewalks to be added in Town.

Commissioner Dexter asked Commissioner Bonazni to re-read approval condition number 7.

Commissioner Bonzani commented that he was not at last meeting, but after reading the minute and re-watching public hearing, he was disappointed that members of the public felt that the Commission had dragged their feet. Commissioner Bonzani explained that every member takes their position very seriously and considered every piece of information that had been provided.

Commissioner Foley directed a question to Director of Planning Michele Lipe: how do you make sure this project happens in phases and that just the apartments are built and the remaining plaza is left without being touched. Director of Planning Michele Lipe responded that there is phasing component that is required to be submitted as part of site plan approval.

Chairman Pacekonis echoed Commissioner Bonazni comments noted the Commission held three public hearings to listen to the public's input. Chairman Pacekonis thanked members the public for their productive input on the application.

The motion was called. Chairman Pacekonis requested a roll call: Commissioners LeBlanc, Dexter, Flagg, Bonzani, Bernstein and Pacekonis voted in favor; Commissioner Foley voted against the motion. The motion carried 6-1.

BONDS: Callings/Reductions/Settings

Bond Reduction/Release:

Landscaping Bonds

18-15P Monroe Tractor, Landscaping Bond in the amount of \$3,000 reducing by \$3,000 with a balance of zero.

Commissioner Dexter made a motion to release the bond. Commissioner Bonzani seconded the motion.

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The motion was called and passed unanimously.

IWA/CC Bond

18-29P Harbor Chase, Erosion & Sedimentation Bond in the amount of \$30,000 reducing by \$30,000 with a balance of zero. Stormwater Bond in the amount of \$15,000 reducing by \$15,000 with a balance of zero.

Commissioner Dexter made a motion to release the bond. Commissioner Bonzani seconded the motion.

The motion was called and passed unanimously.

MINUTES: 4/27/21 Revised Minutes accepted by consensus. 5/11/21 & 5/18/21 Minutes accepted consensus.

OLD BUSINESS: None

APPLICATIONS OFFICIALLY RECEIVED:

1. **Appl. 21-31P, 1060 Main Street LLC and Housing Authority TOSW** – request for a special exception to table 3.1.1A, Section 7.7 and site plan of development for the redevelopment of the existing 31,495 sf facility into 37 elderly apartment units, to be known as 1060 Main Street Elderly Housing, on property located at 1060 Main Street, A-40 zone

OTHER BUSINESS: None

CORRESPONDENCE / REPORTS: None

Commission adjourned for 10-minute recess at 7:45pm before public hearing.

PUBLIC HEARING / Webex Conference HYBRID MEETING 8:00 PM

1. **Appl. 21-21P, Town of South Windsor Pleasant Valley Elementary School** – request for a special exception to Table 3.1.1.A and site plan of development for a new 102,150 sf elementary school, on property located at 591, 623 and 647 Ellington Road, RR zone

Chairman Pacekonis opened public hearing. Secretary Commissioner Bonazni read the legal notice.

Ben Wheeler from Design Professionals, David Dixon of SLR Consulting, landscape architect, Jim Barrett of DRA, architect, and Kevin King of Consulting Engineering Services, electrical engineer were in attendance to present the application. Mr. Wheeler recognized also on the WebEx line, Matt Montana Chair of the Public Building Commission, Chuck Warrington and Kate Turner from Colliers International, the owner's representative representing South Windsor schools. Mr. Wheeler thanked the commission for their feedback after their informal meeting on January 26 where applicant presented site plan. Mr. Wheeler continued that the plan has largely stayed the same with additions from recommendations made per the meeting in January.

Mr. Wheeler reviewed the application stating the proposed school site is approximately 25 acres, indicating the existing school, parking and play areas in SW corner will remain while the new building is being constructed, and will be staged similar to what took place at Eli Terry Elementary School project. To the north of existing school are several properties that the town acquired a few years ago which will be incorporated into the school site and the location of the new school. The current school will continue operating while the new school is being constructed. Mr. Wheeler turned the presentation over to David Dixon.

David Dixon, project landscape architect with SLR indicated that SLR were responsible for the landscape plan and site layout as well as the traffic report. Mr. Dixon explained initially they walked the property to

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view the slope and topography, restrictions on the property, wetlands and the proximity to the neighbors to help develop the best location for the school and access into and around the site. The plan calls for a 50 ft. landscape buffer along the residential properties to remain as a wooded area supplementing the buffer with interplanted trees. Mr. Dixon reviewed the internal traffic throughout the site, the bus traffic pattern, parent drop-off traffic noting the separation between them. The site has frontage on both Long Hill Road and Ellington Road. SLR worked with the town, the police and fire to determine the best location for a curb cut on Ellington Road, the most logical place would be opposite Parkview Drive, which is where it is proposed on the site plan. Additionally, the plan allows for two points of egress and access with the frontage on Long Hill Road. Mr. Dixon pointed out during the planning process they heard from a neighbor concerned about the location of the curb cut on Long Hill Road. They were able to adjust the driveway north which satisfied the neighbor across the street.

Mr. Dixon mentioned they are working with the State Office of Traffic Administration and have determined they need to apply for full certificate, due to the volume of traffic on Ellington Road. Mr. Dixon reviewed the circulation pattern within the site. The cars entering from Ellington Road will travel counter clockwise around the 24 ft. wide one way access drive road for drop off and pick up. It is wide enough to accommodate cars parking and adequate for emergency vehicle access as well. The queue that will be utilized for parent pick up and drop off can accommodate 40+ cars. Additionally, there is an adjacent 39 space parking lot next to the parent pick up and drop off area dedicated for visitor parking, overflow staff, faculty and parent pick up and drop off. Per recommendation of the commission, they have also included a bypass lane for parents to exit without entering the pick-up circle. Also included in the plan is a dedicated drop and pick up lane for Pre-K students that is separated from elementary school pick up and drop off, as well as a 23-space parking lot. The Pre-K queue can accommodate 10 cars in the drop off and pickup lane. Mr. Dixon described the bus traffic flow indicating all buses will enter school from the north on Long Hill Road with no bus traffic travelling further south past the curb cut on Long Hill Road. The bus queue is completely separated from the parent pick up and drop off queue and can accommodate 17 buses. Additionally, there is access off the bus queue that runs east and west of the site to allow access for vehicles such as police, fire and maintenance vehicles.

Mr. Dixon commented on the playgrounds for the school. There will be; a Pre-K playground next to the Pre-K wing, a K-1st grade enclosed by 3-sides of the building and grades 2-5 larger location on back of building and a 100x120 paved area between the K-1 and 2-5 play areas. South of these play areas a recreational field and an open play free play, approximately 180x100 are planned. Mr. Dixon pointed to a significant oak tree near this open field, south of the already existing baseball field. This tree will be protected and is intended to be the site for the outdoor classroom. There is also an existing paved walkway through wooded area that will remain untouched. Mr. Dixon reviewed the grading of the site, indicating students will be able to enter from both parent pickup and drop off or bus pickup and drop off from the same elevation. Mr. Dixon explained to achieve this they plan on lowering the center portion of the site to flatten the area. The excess material will be placed where current school is located once the school is demolished. Mr. Dixon commented that there is a 60-space parking lot for the current school will remain near proposed recreation area. Additionally, per request of the town, there is a 5 ft. wide sidewalk that will run the length of the Ellington Road frontage.

Mr. Dixon reviewed the proposed landscape design. The general landscape of the large lawn area is proposed to accommodate a mixture of deciduous, conifer and ornamental trees. Mr. Dixon explained the landscape in the parking lot either meets or exceeds town requirements. The landscape buffer is increased in many locations closer to property lines. There is an ADA accessible walk from school to proposed

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playfield. Mr. Dixon summarizes that the entire site is accessible, there is no grade that exceeds 5% including the paved roads.

Mr. Dixon discussed the plan for storm water management stating all storm water will be handled in the northwestern corner of the site. This is a sizeable area and it is also the low point of the site. Working with the town, a proposed new wetland area, that is environmentally sound area will be established adjacent to the proposed detention basin. This area will provide for another educational opportunity for the students as there is a walk way proposed to the newly established wetland area. Mr. Dixon briefly commented on the outdoor classroom features considered for these locations. The hope is to have an encased whiteboard with cover, adequate seating for 30-50 children and waterproof education signage.

Mr. Dixon turned the presentation over to Benjamin Wheeler to review further the grading, utilities, and storm water management for the site. Mr. Wheeler addressed the utilities; natural gas, sewer and water will come from Ellington Road, the electric and fiber optic services will come from Long Hill Road as this is the shortest run to the mechanical room, stating all wires will be underground. Mr. Wheeler addressed the storm water management; all of run off water will be directed to northwest corner to a detention area and wetland mitigation area. All storm water will be directed to the detention basin with the exception of the two roof leaders that will have a separate pipe system to feed and hydrate the wetland mitigation area.

Mr. Wheeler reviewed the erosion and sedimentation control plans. Mr. Wheeler points out this plan has been approved by IWA/CC. Erosion and sedimentation controls will be phased during construction, all the operations for existing school will not be affected during construction. The only part of the site that will be affected during construction is the overflow parking lot near the ballfields which the school has planned on other arrangements for this small amount of overflow parking. Mr. Wheeler pointed out the ADA accessible path proposed to connect the school to the recreational area as well as the existing paths that leads out to Long Hill Road and the town owned right of way to Murielle Dr. This is an effort to accommodate walkers in or around these neighborhoods. Mr. Wheeler explained that Town Engineer Jeffrey Doolittle had provided a preliminary response to the site plans and Design Professionals will continue to work with Mr. Doolittle and his comments.

Kevin King of Consulting Engineering Services reviewed the site lighting plan and utilities. Mr. King explained there will be 25 ft. pole lights with arm mounted heads throughout all parking areas and along driving areas of the site. Both of the main entrances will have well illuminated cross walks but will limit light spillage beyond the road. Mr. King pointed out all lights will be LED lights, which will also help prevent light spillage. Mr. King reviewed the 10 ft. walkway lights that provide nice accent and are a similar style to other light fixtures. These 10 ft. lights will be found at all entrances of the building. Mr. King explained staff parking will include 4 electric vehicle charging stations. These EV charging stations will be fed from a separate panel board. This will allow for additional charging stations to be added should they be needed at a later date. Lastly, there will be an emergency generator on site.

Ben Wheeler commented that the electric vehicle charging station had been designed to a meet zoning regulation change that took effect after the proposed plan. Mr. Wheeler pointed out that technically this is not a requirement for the school but something they took into consideration when designing the site plan.

Jim Barrett registered architect with DRA reviewed the layout of the building. Mr. Barrett pointed out the main street element – the main entrance leads to a main corridor that connects the parent drop off to the

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bus drop off entrance. Mr. Barret commented that the Pre-K school will be separated and will work independently from rest of school. Mr. Barrett reviewed the layout of the school. The cafeteria is located in the southeastern corner with its own entry point and the gymnasium is located in the southwestern corner of the building. The first floor includes the administrative offices and classrooms for both kindergarten and 1st grade. Mr. Barrett reviewed the second floor which is predominately designed for classrooms for grades 2-5. Mr. Barrett reviewed the layout of the school showing various aerial views and perspectives of the site. Mr. Barret explained the exterior will be a brick faced building with ground face block. Additionally, there will be architectural metal panels framing the larger windows and a great deal of natural light for the library.

Ben Wheeler gave a closing comment, stating they had submitted a narrative with the application that reviews many of the details given during the meeting. The narrative also addressed the special exception criteria and Mr. Wheeler believes they have met all requirements for the special exception.

Chairman Pacekonis asked for staff comment.

Director of Planning Michele Lipe provided the following planning report:

1. This is a request for a special exception to Table 3.1.1.A and site plan of development for a new 102,150 sf elementary school, on property located at 591, 623 and 647 Ellington Road, RR zone. This new construction is proposed to take place while the existing school remains operational. Once completed, the existing school will be razed and the area dedicated to future recreational fields.
2. When evaluating this project, the Special Exception criteria for consideration 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 are satisfied.

3. The new school will be accessed by both Ellington Road and Long Hill Road. The main entrance for student drop off will be by a new driveway entrance/exit off Ellington Road across from Parkview

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South. The bus and employee entrance/exit will be located on Long Hill Road, just south of the St Francis parking lot. The access drive will connect Ellington Road and Long Hill Road; however it is being designed to minimize cut through traffic.

4. A new five-foot pedestrian sidewalk is being proposed along the Ellington Road frontage that will connect to the existing parking area that currently services the school and will ultimately be utilized for parking for the recreational fields. Sidewalks are proposed to go along one side the new driveway, crossing the drive and connecting along the building frontage. A bituminous path network has been designed along the southerly side access drive that will tie into other sidewalks around the school and a sidewalk is being added along.
5. Other safety elements include two raised crosswalks along the student/car drop off area. Sidewalks with crosswalk have been provided throughout the parking area.
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 or 409) and/or standards available from recognized authorities. The plan calls for 241 parking spaces shown on the school site in the parking lots with 181 spaces near the new school – and additional 60 spaces in the parking area new the fields. This application is not subject the EV Charger regulations as it was submitted prior to the adoption of the regulations.
7. In accordance with Section 6.4.9, they are requesting a reduction. 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.

The administration feels is adequate for the daily number of teachers/visitors anticipated.

8. There is a sidewalk network There is a 50' buffer requirement along the residential property boundaries to the south and western boundary. To the maximum extent possible, the buffers areas consist of existing vegetation and being supplemented with a variety of trees and landscaping. Buffer cross section have been provided on LB-2.
9. There is also an extensive landscape plan including street trees, evergreens and ground cover plantings. The parking lot landscaping requirement is being met with shade trees throughout the parking area.
10. The future recreational fields are shown to be rough graded for future development. The grading plans shows the existing parking area will be modified to accommodate the field grading. The site plan does show a redesigned parking lot that could accommodate additional cars.
11. There is a path proposed from the new school to the recreation area. This path way can be used by pedestrians coming in from Long Hill Road or through the Murielle Drive access.
12. Parking lot lighting consists of standard shoebox lights, full cutoff, and dark-sky compliant fixtures. The lighting levels are relatively low and uniform across the site.
13. The Architectural and Design Review Committee reviewed this application on May 6th. The Committee discussed with the architect and representatives the various aspects of the project and the material choices for the building. They were pleased with the project as modified since they had commented at the preliminary meeting in January. They have requested the architects come back to the committee with samples of the materials and colors being proposed. An ADRC meeting is scheduled for June 17.

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14. Signage for the school will include a sign at the entrance at Ellington Road Street, secondary sign at the Long Hill Road entrance and a sign on the building. The proposed sign is in conformance with signage regulations.
15. South Windsor Police Department and the Fire Marshal have reviewed the plan and have worked with the Design Team throughout the planning process. A fire lane is being shown around the perimeter of the building.
16. The site will be served by public water and sewer. Water Pollution Control Authority approval is required.
17. There are regulated wetlands on site. The application was approved by IWA/CC on May 5.

If this application is approved, the planning department request a new deed be filed combining the parcels into one parcel.

Town Engineer Jeffrey Doolittle, provided the following engineering report:

1. The sidewalk along Ellington Road is good but the places where it changes direction with angles near driveways and other locations need to be smoother and less abrupt.
2. The timber guiderail in the front parent loop needs to be a metal backed, Merritt Parkway Guiderail to prevent vehicles from going down the steep slope.
3. Pleased to see the EV charging stations included.
4. Extend the sidewalk at the NE end of the school to the beginning of the bus loop.
5. Need clarification on location of the dumpsters and how they will be screened.
6. Sheet MA-2 shows a slightly larger parking lot in a different location at the west end of the property by Ellington Road than the grading plan shows. I think the larger lot is better and all the plan sheets need to show the same lot.
7. Label the guiderail or fence shown on the south and east side of the new parking lot by the lower fields.
8. Why is a fence proposed around the future multi-purpose field, especially on the east side at the bottom of the slope down from the new school and south end? I think this fence should be eliminated as it will make it harder to maintain this slope and will cut off recreation on this slope such as sledding or pumpkin rolling.
9. In addition to the bituminous walk shown from the school south down to the lower fields consider adding other bituminous walks from the south end of the school (where the walk is shown) down to the north end of the field, and a bituminous walk from the front parking lot down to these fields.
10. Label the high and low points with spot elevations in the driveways around the school so they can be graded to drain properly.
11. The bus loop driveway on the east side of the school appears to have 3 high points and 3 low points with several short up and down stretches. This will be very difficult to grade and pave and maintain so it drains properly. This drive needs to be regraded so it is simpler and has fewer high and low points and longer gradual up and down slopes.
12. Need clarification on where snow cleared from the lots and driveways will be stored. There is not much clear. Space that is flat enough for snow on the east side of the bus drive and around the large parking lot to the east of the school.
13. Consider installing a stone infiltration trench or swale at the bottom of the long, large hill between the school and lower fields to catch runoff from this hill.
14. Label the wetlands mitigation area next to the detention basin on the grading and drainage plans.

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15. The Storm Drainage Calculations show several pipe runs that do not have enough capacity because they are undersized or flat and several catch basins with excessive ponding around them. These issues need to be addressed and I would be willing to discuss the drainage design further.
16. Provide calculations for the average and peak daily sewer flows expected from this school and for sizing the 2500 gallon grease trap shown.
17. Will fiber optic communications lines be run to this school?
18. There is an existing crosswalk on Ellington Road in front of the existing school that is to be maintained. This crosswalk does not lead to a public sidewalk or building on the west side of the road and could be eliminated.
19. Water Pollution Control Authority review and approval will be needed for this project.
20. I will let you know if I have any other comments.

Chairman Pacekonis asked for letters submitted to be read into the records.

Secretary Commissioner Bonzani reads letter from Robert Dickinson of Bloomfield, CT and Ginny Hole of South Windsor, CT. (Exhibit A)

Chairman Pacekonis asked for public comment.

Steve and Karen Castle of 320 Long Hill Road asked for clarification for changes to driveway on Long Hill Road. They indicated they were happy to hear the entrance has been adjusted on Long Hill Road. They voiced concern about the potential for a cut through from Long Hill Rd to Ellington Road. They also had concerns about buses heading southbound on Long Hill Road asking they be restricted to northbound only.

Alan Cavagnaro of 83 Pine Knob Dr. commented he would like additional sidewalks added.

Chairman Pacekonis asked for commissioner comments.

Commissioner Bernstein commented looking for clarification on the grading goals questioning if the applicant will be moving material to the old school site while it is still operating. Mr. Wheeler clarified any material removed will not be stockpiled onto the current school while the school is operational. Any material that is removed as the plateau is created is going to be stockpiled in various locations shown on site plan around old school until the old school is demolished and no longer operating. This is largely up to the site contractor (Gilbane) to work that out during construction. Commissioner Bernstein commented there is a new elementary school in Bloomfield called Museum Academy. Currently there is tremendous back up during afternoon pick up due to traffic lights and Commissioner Bernstein is curious if there is similar situation with this elementary school. David Sullivan the, traffic engineer did look at traffic signals Ellington Road, Pleasant Valley Road and Chapel Road - and both intersections had no impacts found from traffic study. The signals can handle the projected additional traffic and there will be no change in level of service at the intersections.

Commissioner LeBlanc had no comment.

Commissioner Foley asked Mr. Wheeler to clarify the multipurpose field area on site plan asking if it currently part of this project or part of a future project. Mr. Wheeler responded base bid is to grade out area to allow for future ball fields. The existing parking lot will remain in place and will be cut off where grading ends and that grading will be part of the base bid as well. Improving the fields is not included in

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base bid. Commissioner Foley stated he would like to see ball safety netting incorporated in the base bid. Kate Turner from Colliers responded that at this time current plan to design athletic field after bids for the project have come in and they have a guarantee maximum price agreement. At that point a firm understanding of the budget and then plan to develop the scope of work regarding the field.

Commissioner Foley commented that speaking with town employees, maintenance, and concrete maintenance strip around perimeter to alleviate trimming would be beneficial and he is asking that it be required this time. Mr. Barrett, indicated it was discussed and they are not recommending it from the design side. The school system has identified the maintenance would be on school and not on town services to be maintained. Commissioner Foley questioned the surface of the courtyard. Mr. Dixon concept that is preferred is a lawn surface. Irrigation is being considered and a robotic mower is being investigated to use in that courtyard space to alleviate bringing a mower in and out of the school. Commissioner Foley questioned if synthetic turf had been considered? Mr. Dixon responded yes it was considered and natural turf was decided on. Kate Turner commented that heat gain from synthetic material in enclosed area as well as the natural material being more beneficial to younger student use in that area. Additionally, the district has committed to maintaining courtyard area. Commissioner Foley would like a requirement for irrigation in the courtyard.

Commissioner Bonzani asked how many buses are expected daily. Mr. Dixon responded that the queue is set up to accommodate 17 buses which he believed would be adequate but he does not know exactly how many buses are expected each day. Commissioner Bonzani asked about the car drop off questioning if a 40-car queue is enough for pick up. Commissioner Bonzani is very concerned about the safety as it is a problem currently. Mr. Dixon commented that the current que for cars is about 15 cars, therefore, 40 should be able to help with back up as well as parking lot in the pickup/drop off area. Commissioner Bonzani asked if school buses know they will have to enter and exit northbound on Long Hill Road. Mr. Dixon commented that this has already been discussed and agreed upon with bus company.

Commissioner Dexter addressed a question of the Long Hill Road resident confirming the resident was aware that the drive entrance on Long Hill Road had been updated on site plan and is no longer in front of their home. Mr. Wheeler showed the plan with updated drive way entrance as well as additional landscaping that had been requested.

Commissioner Flagg echoed Commissioner Bonzani's comment regarding the current pick up and drop off is backed up often and it is a safety concern. Commissioner Flagg does not want to see this same problem with new school. Commissioner Flagg asked if the school has an elevator for the handicap. Mr. Barrett responded yes there is an elevator and the whole building is ADA compliant. Commissioner Flagg asked if there is a separate drop off for handicap. Mr. Barrett responded yes dedicated handicap parking spaces. Mr. Dixon commented that the state now requires passenger loading zone, this space is identified by main entrance of the school and it is indicated on the site plan.

Commissioner Powell commented on the outdoor classroom, felt that it is very innovative and allows many uses. Commissioner Powell would like to see the outdoor classrooms be well maintained and questioned who would be responsible for maintenance of the outdoor classroom area? Mr. Barrett answered the South Windsor Public Schools will maintain this area.

Chairman Pacekonis commented there were initially talks about putting sidewalks on Long Hill for length of northbound property, does the applicant have any issue with sidewalks being added to some

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length of Long Hill Road. Ben Wheeler, Jim Barrett and Dave Dixon discussed amongst themselves. While they talked Chairman Pacekonis pointed another comment to Town Engineer Jeffrey Doolittle, there are two crosswalks across from old school, Chairman Pacekonis would like to see one of these stay to help facilitate people getting across the street. Mr. Doolittle pointed out that the plan is showing a new crosswalk being designated up further on Ellington Road. Chairman Pacekonis responded that he understood that but would still like to keep one of the other crosswalks, wanted to be sure people can get across the street safely. Additionally, Chairman Pacekonis requested one or two crosswalks on Long Hill Road. Mr. Barrett commented that the applicant is committed to sidewalks on Ellington Road, however the proposed request of sidewalks on Long Hill Road would be a discussion to bring back to board of education as it is a significant expense.

Chairman Pacekonis commented that there is no handicap parking by the gymnasium and would like to see 2 handicap spots in front of the gymnasium. Chairman Pacekonis also pointed out the sidewalk coming off of the southwestern corner that goes around the proposed recreational field should have an angled walkway between the two fields. Additionally, Chairman Pacekonis wanted to know what events are going to be held during the evening, looking for insight on parking for parents for these events.

Chairman Pacekonis commented on the internal walkways around the site and wanted to know if the proposed sidewalks were going to be wider. Chairman Pacekonis used Orchard Hill School as an example, their internal walkways are wider (8 feet) because of the increase foot traffic with the students around the school. Chairman Pacekonis questioned if there are designated areas for evacuation routes for students, it is currently not being shown on the site plan. Chairman Pacekonis commented on the bus queue, the proposed plan mentioned the stacking of 17 buses, however, the printed site plan reflects 16. Chairman Pacekonis suggested the sidewalk be extended around the cul-de-sac to allow for stacking for an additional bus.

Chairman Pacekonis commented that the walking path from Long Hill Rd should connect to the circular drive to allow students easier access for walking from Long Hill. Chairman Pacekonis also echoed Town Engineer Jeffrey Doolittle's comment about the sidewalks being extended to connect the main roads of Ellington Road and Long Hill Road.

Chairman Pacekonis voiced his concern with the main entrance from Ellington Road to the parking lot by main entrance for pickup and drop off. Mr. Dixon pointed that there is no two way traffic it is one way traffic around the pickup/drop off loop. Chairman Pacekonis is concerned about the two way traffic in the parking lot by the pickup/drop off area.

Chairman Pacekonis wanted clarification phase two parking lot to hold 75 cars instead of 60 cars.

Commissioner Foley stated when Eli Terry was approved the BOE used some gates to control traffic to be used as a cut through. Ben Wheeler pointed out that gate would be hard to utilize. Mr. Wheeler stated the police often don't want to see gates used. He indicated two speed bumps have been added to the drive to cut down cut through traffic.

Chairman Pacekonis questioned the traffic report asking when the traffic studies done and speeds obtained. Pacekonis questioned whether any other types of crossing such as a push button and lights flashing were being proposed for the crosswalk. Dixon responded pedestrian crossing signs are being proposed however, flashing lights are not being proposed at this time.

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Chairman Pacekonis commented that he is looking forward to more answers at the next meeting. Chairman Pacekonis requested a motion to continue the public hearing to the June 22, 2021 meeting.

Commissioner Foley made a motion to extend public hearing to June 22, 2021. Commissioner Bernstein seconded the motion. The motion was called and passed unanimously.

ADJOURNMENT:

Motion to adjourn the Public Hearing at 10:10pm.

Respectfully Submitted,

Caitlin O'Neil, Recording Secretary