

TOWN OF SOUTH WINDSOR
PLANNING & ZONING COMMISSION

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OCTOBER 25, 2016

MEMBERS PRESENT: Gary Bazzano, Bart Pacekonis, Stephanie Dexter, Betty Kuehnel, Frank Bonzani, Kevin Greer

ALTERNATES PRESENT: Michael LeBlanc, William Flagg

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

PUBLIC HEARING / COUNCIL CHAMBERS

CALL TO ORDER: Chairman Bazzano called the Public Hearing to order at 7:34p.m.

Chairman Bazzano appointed Alternate Commissioner Flagg to seated for Commissioner Foley.

Secretary Commissioner Dexter read the legal notice as it was published in the Journal Inquirer on Friday, October 14, 2016 and Thursday, October 20, 2016.

Vice Chairman Pacekonis made a motion to suspend the regular order of business and move Appl. 16-51P to the first item on the agenda decision due to the amount of participation expected by the large number of the public in attendance for the application; seconded by Commissioner Bonzani. The motion carried and the vote was unanimous.

- 1. Appl. 16-51P, Tellier Properties, LLC, dba S.T.A.R. Center** – request for a three lot subdivision of 4.9 acres to create one new lot; request for Special Exception to Table 5.8.4.B.5 and Site Plan of Development for a 24,810 sf recreational facility on Lot #3, on property located at 2045 and 2063 John Fitch Boulevard (westerly side of John Fitch Boulevard, southerly of East Windsor Town Line), A-20 and Route 5 North Overlay Zone

Mr. Ben Wheeler, CT licensed landscape architect from Design Professionals, Inc. representing applicant Tellier Properties LLC presented the application with architect Patrick Mancuso of Capital Studio Architects LLC, and Mr. Daniel Jamison from Design Professionals, Inc., and Mr. and Mrs. William and Laurie Tellier.

Mr. Wheeler described the proposal for a 24,810 sq ft indoor recreation facility. The building has an 18,000 sq footprint with a 6,810 sq ft second floor. Previously the building was designed with a 24,000 sq ft footprint which has been downsized due to site constraints. It was also previously designed to host regional tournaments and competitions but now will serve only as a practice facility for the ECE (East Celebrity Elite), a competition cheer group ranking high in national competitions comprised of children and teens from towns in the surrounding area and is currently based in East Windsor. The proposed facility may also be used for other sports such as soccer, basketball, and volleyball.

The process began in 2013 with a Northern Route 5 amendment to the Town Plan of Conservation and Development. The Route 5 North Overlay Zone was then created for commercial type buildings to be allowed. One year ago a wetlands application was applied for and withdrawn. It was resubmitted and IWA/CC approval was granted on September 21, 2016.

The property measures 50.6 acres on two parcels. One parcel includes the Tellier home and the other parcel includes the home of Mr. Tellier's parents. The proposal is to split the property into four (4) parcels. One to include the sports facility, two residential lots for the two homes, and one 46 acre parcel located mostly in the town of East Windsor in the flood plain of the Connecticut River to be used agriculturally. The abutting residence to the north is currently owned by the owner of ECE.

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Parking was described with a total of 93 parking spaces. A parking waiver is requested for seven (7) spaces from the 100 spaces required by zoning. The current site they operating from in East Windsor has 22 parking spaces. Most kids are dropped off and picked up. There will be other spaces within the building that may be leased out for complimentary uses to the indoor recreation facility.

An access easement is proposed across the southern residential lot to allow for emergency vehicle access to Route 5 if needed.

There is a dumpster located to the rear of the building to the west side with a fence enclosure so that it is not visible from Route 5 or adjoining properties.

Extensive landscaping throughout the site is planned. Rows of arborvitaes will be planted to create a buffer along the abutting north and south properties. Evergreen trees with a mix of flowering trees are proposed along Route 5. The building floor is sunken into the ground five (5) feet to help minimize the scale of the building. On the south side adjacent to the parking lot will be perennials, evergreens, and ornamental grasses with ten (10) shade trees in the parking lot. Roof runoff will be captured into an underground tank on the west side of the site to be used for irrigation.

Site lighting will be full cut off, dark sky compliant, LED lighting on six (6) building mounted and three (3) pole mounted lights measuring 25' or less in the southern part of the parking lot. Part of the ADRC review included checking for low light levels which were increased by changing out the light fixtures.

One ground mounted sign on a small berm to the south of the entrance drive is proposed. Building mounted signs including the Star Center logo on the south and east sides of the building were presented to ADRC. Additional smaller signage for tenants is also expected. All signs will be permitted and zoning compliant.

Electric service will be underground. Gas and water are available from Route 5. The facility will be served by a septic system which has been approved by the town sanitarian. There are current discussions with the WPCA in South Windsor and in East Windsor to connect to their sewer. The storm drainage system was described.

A traffic report dated September 6, 2016 prepared by Bubaris Traffic Associates was submitted which analyzed weekday morning and afternoon peaks and Saturday midday peak hours. The existing intersection at Crow Park Drive lines up with the site driveway which will create a fourth leg to the signal. The report showed that after the facility opens there will be no drop in service for any of the peak hours.

Revised plans were submitted yesterday in response to Planning and Engineering comments. Mr. Wheeler stated they will work with town staff to address any forthcoming comments. They returned to ADRC a second time in response to their feedback about the design of the building. Changes made were to the materials used, adding color and windows, and lowered the 25' feet of the building closest to Route 5 by several feet to reduce the scale of the building.

The facility will fill a need in South Windsor to support a full size gymnasium which will also serve a need for indoor soccer clinics off season. The development for commercial use is appropriate given the more than 14,000 vehicles a day using this section of Route 5.

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Color elevations were shown of the two tone metal panel building with a sloping metal roof. A second level of windows and awnings were shown on the south side of the building. The lower portion of the building will be of a stucco looking material complementary to the metal siding.

Director of Planning Michele Lipe gave staff comments:

1. Request for a three lot subdivision of 4.9 acres to create one new lot; request for Special Exception to Table 5.8.4.B.5 and Site Plan of Development for a 24,810 sf recreational facility on Lot #3, on property located at 2045 and 2063 John Fitch Boulevard (westerly side of John Fitch Boulevard, southerly of East Windsor Town Line), A-20, FP, and Route 5 North Overlay Zone
2. This is the project to come in under the new Route 5 North Overlay zone. The sated purpose for this new zone is, "to create a transitional overlay zone....to establish certain commercial uses compatible with the remaining residential uses, while carefully managing building design, placement, and landscape treatments in this high volume traffic corridor along U.S. Route 5". The regulations also provides for some general concepts to guide applicants in their designs. A copy of the regulations is being provided for your reference.
3. The applicant is proposing to create one new commercial lot and to reconfigure the two existing residential house lots in conformance with A-20 residential regulations.
4. The new commercial lot will be 3.7 acres. Minimum lot size required for the new commercial lot is 30,000 sf. With 150 feet of road frontage. The setbacks for this new lot are 50 feet for the front yard setbacks and 10 feet for the side yard setbacks. The applicant has noted that Lot 1 and 2 are residential lots and would need to be combined in the future if they were to be developed as commercial lots.
5. The Planning Department notified CRCOG as required under state statutes for a subdivision within 500 feet of a town line, with the following response: The staff of the Regional Planning Commission of the Capitol Region Council of Governments has reviewed this referral and finds no apparent conflict with regional plans and policies or the concerns of neighboring towns.
6. Accompanying the subdivision application is a request for Special Exception to Table 5.8.4.B.5 and Site Plan of Development for a 24,810 sf recreational facility on Lot 3. Special exception criteria includes:
 - 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.

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- 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.

7. The intent of this facility is to be a practice for a variety of possible sports. There is no intent to hold special events or competitions at this location.
8. Proposed hours of operation for the facility are Monday through Thursday 7 a.m. – 10 p.m., and weekend and holidays 7 a.m. to midnight.
9. Impervious coverage is proposed as 38.6%; 50% maximum. The parking requirement for this recreation use is 100 spaces. The applicant has provided 93 spaces and has requested a modification in accordance with Section 6.4.9. This allows the PZC to reduce the number required when 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.
10. This property borders residentially single family houses both to the north and south. The applicant has proposed a ten foot wide arborvitae screening along the property boundary to the north and along the parking areas behind the existing family houses.
11. Landscaping is also proposed in the parking areas meeting our landscaping requirements
12. The applicant was in front of the ADRC on two occasions. The Committee had concerns with the scale and street side presence of the initial building. When the applicant returned with the current design, the board appreciated the effort that had been made, however had hoped more design would have been incorporated into the elevation.
13. At the time of the presentation to ADRC, it was represented that the rooftop mechanical equipment would be incorporated into the interior of the building. The revised plans received today show two units facing south and will be very visible from the public road. I think this does meet the intent of :
Section 5.8.5 Site Appearance and Performance Standards
 - 1) Existing trees and hedgerows shall be incorporated into site design and preserved to the maximum extent possible.
 - 2) All parking areas shall be a minimum of 25 feet from the front property line.

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- 3) Side and rear yards shall contain landscaped buffers of 10 feet in width. The provision of Section 6.2.4 Buffers shall not apply.
- 4) All outdoor storage must conform to Section 2.11. Commercial and Industrial Storage and Display.
- 5) Loading areas, truck parking, HVAC equipment, outdoor storage areas, trash collection areas and other such service functions shall be incorporated into the overall design of the site and landscaping so that the visual impacts and noise on surrounding residential properties are minimized.

And would request the applicant address this change in a revised elevation.

14. South Windsor Police Department has reviewed the proposal and has no comments at this time.
15. Fire Marshal has reviewed the plans and satisfied with the changes that have been made.
16. The site will be serviced by public water and septic systems. Town Sanitarian Heather Oatis has reviewed the septic designs.
17. Lastly, this site is currently the home of the Tellier Christmas Tree Farm. Easements are proposed to be able to continue to allow for access down to the trees.
18. Currently there is a significant amount of equipment being stored on the sit in the area of the new parking lot for the commercial use. With the subdivision of the lot into two ½ residential lot and one commercial lot, all of the outdoor farming equipment will have to be relocated onto farmland. We would request an approval condition that this occurs prior to the issuance of a certificate of occupancy for the commercial facility.

Town Engineer Jeff Doolittle stated most of the engineering comments dated October 14, 2016 have been addressed except for the following:

Comment #2 regarding the proposed driveway:

The proposed driveway has one exit lane that will accommodate almost 4 cars stopped at the traffic signal before they back up in the parking lot. What queue length is needed in the exit lane for the traffic expected at this facility? Traffic should not back-up in the parking lot where it would interfere with parking. Consider adding a separate right turn lane in the driveway.

Comment #5 regarding showing an access in the southern part of the parking lot:

The access from the proposed southern parking area to Lot 3 does not line up with the existing gravel drive on Lot 3. The gravel drive or proposed parking area access need to be relocated so they line up.

Comment #12 regarding details on the underground storage tank:

I like the proposed underground rainwater storage tank next to the building. We will need details on this unit, including the size, elevation, depth, overflow piping size and elevation and how rain water will be removed from this tank for irrigation purposes.

Comment #13 regarding the outlet to the stormwater system and energy dissipater:

Provide calculations for sizing the stilling basin.

Chairman Bazzano asked for public comment.

The following twenty six people spoke in support of the application:

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Mr. Jason Golub, resident of Foster Street and owner of Synergy Massage & Fitness and the USA Ninja Challenge on Sullivan Avenue, noted the tremendous turn out at the public hearing and stated his daughter has been part of ECE for two years and the facility is needed. He trains some of the cheerleaders in his facilities and spoke highly of the program and bringing business to South Windsor.

Mrs. Desiree Golub, owner of Synergy Massage & Fitness and Ninja Challenge, described the progress of the students and complemented the coaching staff and their positive effects on her daughter and South Windsor.

Ms. Jenifer Vincent of Enfield stated her daughter has been cheerleading with the group since she was five and they are family. She encouraged approval to expand the gym which gives the students opportunities to travel.

Ms. Deiddera Angola Nolton (sp?) from Stafford Springs stated her daughter has been cheering for five years and spoke about the business rewards for South Windsor when parents drop their children off and then shop in the area.

Mr. Garfield Vaughn of Ellington Road voiced full support for the Tellier's who have been pursuing the project for a few years and noted the progress of the students and the benefits to the town stating any organization looking to support and benefit children is reason number one. He also noted the town does not have enough facilities to support children playing soccer through the winter season.

Mr. William Tellier of John Fitch Boulevard stated he came in front of the commission in 2013 to amend the POCD with the goal of developing a recreational facility. His daughter has been with ECE since 2012 and the relationship has grown between the owners of ECE and themselves and they have grouped together to develop this building. He asked the commission for their approval.

Ms. Donna Carter from New Britain spoke as one of the coaches from the ECE who previously coached in South Windsor and Tolland. ECE has grown tremendously over that last few years and gives kids opportunities to do better and be off the streets. The staff gives their hearts and 100% to the kids. She asked the commission to give consideration to what the youth of this program are bringing to the community from all the surrounding areas.

Ms. Amy Bailey, abutting resident to the north on John Fitch Boulevard, stated she and her husband own Phoenix Allstars in East Windsor and for the last seven years the program and students have grown. The program is an important step forward for South Windsor and for the youth of the community and their future.

Mrs. Laurie Tellier of John Fitch Boulevard voiced full support noting the three years they have been underway with making it happen and indicated the great number of students and parents filling the council chambers stating, "This is why we do it!"

Ms. Jillian Lenowlton stated she has been a cheerleader at the gym for five years and described the positive atmosphere at the gym and the family they are and how important it is to expand.

Ms. Nathsha Rodriquez stated she comes from Ludlow, MA to be part of the family that is the gym and that she is one of many who come from Massachusetts. She asked the commission to give the request serious consideration because it is very good for kids and keeps us out of trouble.

Ms. Kristin Schaefer of East Windsor spoke highly about how much of a family the gym is. She is the mother of one of the boys who cheerleads who was previously bullied until the teacher and owners of ECE

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on their own created a program at the school about anti-bullying and about Allstar Cheer. In doing so her son feels completely supported.

Ms. Debby Shea of Tolland stated her daughter has been in the program for two years and it is a big dedication for the whole family financially. ECE provides opportunity for the families to volunteer for their booster club to help finance the programs and trips. Each team has three mandatory practices a week. Every member from 5 years old to seniors in high school are equal and hanging out together with zero tolerance for bullying, drugs, or alcohol. The owners are hands on every day and night providing a wonderful environment for all the children.

Ms. Ashley Agnes of Suffield stated she has been cheering since she was eleven and is now sixteen and has changed profoundly because of the program and support from the staff that is like family and the gym will make it even better.

Ms. Bella Lateano of Suffield has been cheering for five years with the group and has made closer connections and better friends than in school and could not imagine not being here.

Ms. Brianna Johnson of Enfield voiced appreciation for being trained as a coach in the gym since she was 16 and for the family they have become. Moving from East Windsor to South Windsor will be of large benefit not only because of the gym and its success but because of the closeness of the group.

Ms. Essence Freeman of Manchester started cheering this year with ECE and stated it is like no other sport. Everyone is so close and supportive and cheer each other on. To expand the gym to South Windsor and share it with others in town will be an amazing opportunity.

Ms. Saje Freeman of Manchester spoke very supportively about ECE.

Mr. Les Webb from Suffield has a daughter now in the program and described what goes on as a confidence builder for the kids. He compared the program to another which was not as good and voiced support about creating a larger facility. Besides working full time he also works with the booster club and noted how expensive national cheering is and how hard the students and parents work.

Mr. Corey Baily of John Fitch Boulevard stated it is not just about the new facility but bettering all our kids to provide for the future. The kids who participate are on the honor roll at school and learn great attributes to become leaders in the community. He asked the commission to help them make their kids and the community better.

Ms. Aniya Cassis of Hartford spoke in support and her love for cheering and bonds made at ECE. The new gym will offer even more opportunities.

Ms. Brooklyn Cocetes spoke in support and compared ECE to another cheer group which did not offer what ECE does. She stated she has a bond with everyone on the team where no one lets you down, with amazing coaches who push them to their limit, and where nothing is impossible at ECE.

Ms. Haleigh Thibodeau of East Windsor stated she has been cheering at ECE for six years which has helped to get out of her shell because of the bonding between everyone which is closer than at school.

Ms. Angelina Golub who is in her second year cheering stated ECE is like a new family and is the best cheer team.

Ms. Tina Brunelle of Enfield stated her daughter started with ECE this year after two previous years cheering somewhere else where she lost her drive to go on because of lack of support. Everything has changed going

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to ECE where the kids turn into amazing athletes with their amazing coaches who put everything they have into the gym and the kids. She asked the commission to grant approval because ECE and the kids deserve a bigger facility.

No one from the public spoke in opposition to the application.

Chairman Bazzano asked for comments or questions from Commissioners.

Commissioner Flagg wished everyone who spoke all the luck in the world and asked how many people are expected at one time to use the facility. Mr. Wheeler stated the facility will support two teams practicing at one time. Each team consists of 20 to 25 kids equaling 40 to 50 kids. Most parents will drop off the kids in the hands of the coaches and leave. Director Lipe asked if that number was for the entire facility. Mr. Wheeler stated a small portion of the square footage will be used by smaller tenants inside the building acting as supportive uses to the facility. Seventy-five percent to 80% of the building will be for recreational use and its supportive offices. Mr. Flagg asked if there will be competitions to draw more people. Mr. Wheeler stated there will not be competitions on site and only be used for practices.

Commissioner Bonzani asked about the drop off areas for the 50 kids at a time. Mr. Wheeler stated the younger kids will be escorted in by parents after they have parked. Some of the older kids may be dropped off. The expectation is that parents will pull into a parking space and go back out the way they came in.

Secretary Commissioner Dexter asked about the Director of Planning's concern about the roof elevations. Mr. Wheeler stated they accept those comments as conditions of approval and will work with town staff to meet regulation.

Vice Chairman Pacekonis asked about the means of egress to the Christmas tree farm. Mr. Wheeler stated the farm has no access or frontage on Route 5 in East Windsor so the sole access to the Christmas tree farm is through the same entrance drive as for this proposed facility. He confirmed the public would not be using any of the parking spaces for the business but would travel on the gravel road into the fields to cut their trees. The Vice Chairman asked about the removal of the farming equipment not in use and where the firewood cutting aspect of the business will happen. Mr. Tellier indicated the main area for cutting and storage of the firewood would be in the existing paved parking area of 2045 John Fitch Boulevard making use of the variance granted to the office building. Director Lipe stated this is the first indication that the wood operation would remain as a commercial use on site and asked under what provision the commercial use will come under since the lots are being established as residential and the farming use removed. She suggested it could possibly be handled through a home occupation request. Mr. Wheeler stated they would be willing to entertain that as a condition of approval. The Vice Chair asked about traffic circulation in the parking lot. Parents are being expected to pull into spaces and back out but ideally there should be a traffic pattern where that was not the case or a designated drop off area. Vice Chairman Pacekonis thanked all the members of the public in attendance for voicing their opinions and wished them support for the future.

Commissioner Greer asked about the size of their present facility and when new construction would begin if approved. Mr. Wheeler replied it is presently in an 8,000 sq ft facility where they have a short term extension on their lease so they would like to start as soon as possible.

Commissioner LeBlanc applauded all the students in attendance at the meeting and then voiced concern about students crossing busy Route 5 to get to the ice cream stand and asked about a cross walk at the light. Mr. Wheeler stated it was discussed with police services and our feeling is they would rather not encourage crossing by showing sidewalks or crosswalks because it is not a pedestrian friendly road.

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Chairman Bazzano asked about the size of the arborvitae to be planted for screening. Mr. Wheeler stated they would be 5 to 6 feet high spaced 4 feet on center. There is no berm but the building is set into the ground 5 feet located 50' from the right of way which translates to 80' from the edge of the pavement. The Chairman asked Ms. Lipe about the roof top units. She stated it is unclear what the applicant's solution will be but if necessary the plan can come back to the commission for review. The Chairman asked about the sewerage. Ms. Lipe indicated the applicant is approaching East Windsor to bring sewers down to South Windsor. There is a sewer service map within the POCD which indicates this area of town as a non sewerage area so it will require WPCA requesting PZC to alter the sewer use map to allow it and there is a process through OPM and the State for approval as well.

Chairman Bazzano asked about the width of the east elevation facing Route 5 which appears as a big, blank wall and about comments from the two ADRC meetings. Mr. Wheeler stated it is 120' wide. Ms. Lipe recounted the original proposal to ADRC had the same metal wall that faces Route 5 with smaller windows, no awnings or signage. Since this is a gateway into South Windsor there was concern and the applicant came back with a redesign which is shown now. ADRC was appreciative of the strides made but still had concerns. The Chairman voiced his concern about the east elevation and suggested it to be dressed up as a gateway building. Mr. Wheeler described the eleven (11) evergreen trees which will grow to over 40' high and six (6) flowering trees which will eventually hide the east elevation completely from Route 5. The applicant is aware of the gateway location to the site but does not want to invest in a façade which will be hidden in ten years time. The existing northern tree line will remain and be enhanced by a row of arborvitae. The Chairman looked to the commission for their input during deliberations.

A drop off area was discussed and Town Engineer Doolittle stated the entrance in the parking lot is 24' wide which allows one car to get by when a car is pulled over. The Chairman asked for signage there so the public is aware it is not a drop off area.

Chairman Bazzano asked Director of Planning Lipe if the public hearing should remain open based on the mechanicals and other issues. Ms. Lipe stated if the public hearing is to be closed it should be conditioned that the elevation comes back to the Commission for review and approval. She stated research on the variance needs to be done regarding the use on Lot #3. It was recommended the public hearing stay open until the next meeting.

Vice Chairman Pacekonis made a motion to keep the Public Hearing open until the next meeting on November 15, 2016.

Commissioner Dexter seconded the motion

The motion carried and the vote was unanimous.

The Chairman thanked all the many people who came out to participate in the public hearing.

- 2. Appl. 16-55P, Manchester Property Group LLC dba Mike & Tony Auto Repair Inc. - request for a Special Exception to Table 4.1.1A and a Department of Motor Vehicle Used Car Dealers license to allow for general repairs and retail sale of vehicles; and site plan approval on property located at 1161 John Fitch Boulevard, I zone**

Attorney Patrick Lyle from Lyle Legal Services LLC of Bloomfield representing applicant Manchester Property Group LLC who acquired the property in July introduced Mr. and Mrs. Anthony and Tiffany Mohan of Mike & Tony Auto Repair who have been in business doing general repair and used car sales for

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over 18 years in Hartford where they have outgrown their original location. The site and history was described along with the special exception criteria being fully met. Improvements and renovations to the front façade to soften the look of the brick building were described including the installation of new windows and proposed improvements to the lighting. Plans show the impact has been reduced by the number of cars that were to be stored from the previous use by no less than 24 parking spaces. There will be a minimal number of cars offered for sale and no cars offered for sale in the front of the building where there are two handicap spaces plus a minimal number of other spaces for client parking. Traffic flow on the site was described. Attorney Lyle noted a fence is proposed at the opening between the driveway and the property to the west to deter exiting through the abutting property and described the right turn in right turn out access from their driveway. Signage will be added at the curb cut to prevent left turns.

Mr. Mohan introduced himself as the owner and operator of Mike & Tony Auto Repairs who emigrated from Jamaica in 1987 where his father had an automobile service station there. In 1996 he and his brother opened Mike & Tony Auto Repairs in Hartford and have outgrown that location. The South Windsor site is ideal for an upscale dealership which they are renovating with LED lighting, new windows, siding, sprinkler system, and a properly maintained lot. They've planted 14 trees and plan to plant more to improve the aesthetics of the site. They will be hiring two technicians, a receptionist, and a sales representative. Mr. Mohan asked the commission for approval to create a new business for which South Windsor will be proud.

Director of Planning Michele Lipe gave staff comments:

1. Appl. 16-24P, Route 5 Motor Cars LLC - request for a Special Exception to Table 4.1.1A to allow for the general repairer facility and used car license and site plan approval on property located at 1161 John Fitch Boulevard, I zone. The PZC had approved this site earlier this year for a wholesale operation. Since that time, the property has changed hands.
2. Special exception criteria for used car sales in industrial zones includes:
 - 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.

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- 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. The PZC has approved limited car sales in the industrial zone associated to other car repair business' as well as associated with wholesale operation.
4. This applicant's proposal is to operate a general repairer's business and auto sales. The site plan shows the layout of display vehicles on a paved area. What are the intended hours of operation? The applicant's narrative indicates there will be up to six vehicles for display in the front of the lot. However they have not been shown on the plans. Where will cars waiting to be worked on park as well as employees?
5. The hours of operation are Monday – Friday 8:00 a.m. – 6 p.m., Saturday 8 a.m. – 4 p.m., and occasional Sundays 12 p.m. – 3 p.m.
6. Exterior improvements proposed include: paving the parking area; façade improvements including new windows and doors, additional green spaces, lighting and signage. Interior renovations include upgrading the showroom and offices.
7. My understanding is there is additional exterior lighting proposed. We would need information related to the location, type of lighting and lightings level to evaluate for compliance with zoning requirements.
8. Proposed impervious coverage is 65%; 65% is allowed. Staff has worked with the previous applicant to introduce some water quality measures on the site and to differentiate between the green space area and the graveled parking areas. The town engineer will have some additional comments on the drainage.
9. Based on the uses on the/ site the number of parking spaces required are 12; 12 spaces have been shown. The site is served by public water and sewer. WPCA approval is not required as there are no inside drains.
10. With this request, the applicant is seeking approval for a used car dealer's license which is issued from the DMV. It was recently brought to my attention that in the past legislation session, the law was changed again and now all DMV licensing is to be handled with an application to the Zoning Board of Appeals (ZBA).

If this application is approved, the Planning Department requests the dumpster be placed out of the setback, the site plan reflect the display areas in the front parking lot and clarify the parking for employees and customers, provide a lighting plan and remove additional parking shown in the grassed areas (on the engineer plan).

Town Engineer Jeff Doolittle gave staff comments:

1. We have observed that a large area of the site that was previously gravel and grass has recently been paved. This paving has not been approved. It may coincide with the areas shown to be paved on the plan that was submitted recently, however this needs to be verified and the plan updated.

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2. The impervious area of the site as it now exists needs to be recalculated to determine if it meets the regulations.
3. The plan shows several catch basins and a drainage manhole but no information about the connecting pipes or where the water goes from this site. Additional information is needed about the drainage system including the invert elevation of the pipes in and out of the manhole on the south west corner of the property and the TF and invert elevations of the catch basin and inlet and outlet pipes in the south east corner near John Fitch Blvd. The location of the outlets of all pipes from these two structures needs to be located (may be off site) and identified to show the storm water flow direction off this site. Any storm water flow off site should be in piped systems and/or have rights to drain if needed.
4. The design calculations for the 2 grass swales proposed show they were sized for the water quality storm event and for 18,073 sq ft and 6143 sq ft of impervious area. These calculations need to be checked and expanded. The impervious area draining to each swale needs to be checked based on the current site conditions. The drainage calculations need to show pre and post development flows from this site for the 2 yr, 10 yr, 25 yr and 100 yr storms. The post development storm water flows need to be at or lower than the pre development storm water flows from the site for all these storms. Detention may be needed based on these flows. Water quality treatment is needed on this site. Any detention basins or water quality swales should have outlet structures and pipes to convey flow off site in the event of a heavy storm or if any expected infiltration does not work.
5. Provide an operations and maintenance plan for all storm water structures and devices to be used for this site.

Chairman Bazzano asked for public comment.

Mr. Alphonso Reader, resident of South Windsor since 2003 and formally a 19 year resident of Windsor, spoke in favor of the applicant and their business that he uses at their current Hartford location and spoke of the benefits of having Mike & Tony Auto Repair move to South Windsor to become an asset to the community.

Mr. Shawn Reader spoke in support of the applicant, his brother in law, Mr. Mohan and stated he is heavily invested in the business that he loves. That love of cars is also shared with his young son. The cliental for their business is regional from many states which then support local businesses for food, gasoline, and shopping. The plan for the business will keep the building in tip top shape.

Attorney John Bond from Devlin, Peters, & Tarpee LLP representing South Windsor Garage Inc. located at 1179 John Fitch Boulevard directly north of the site spoke, not in opposition, but in concern regarding the existing 28' wide curb cut off Route 5 which is the only point of ingress egress for the site. He asked to have it looked at to determine if it is a standard curb cut that can accommodate truck traffic and will southbound truck traffic manage the turn in safely. The attorney stated they do not want to impede the project and if it gets approved they want to be the best of neighbors to the new owners and take to heart the applicant's comment that his business will be complementary to all in the area.

Mrs. Lorna Reader of South Windsor stated her husband and son spoke on behalf of Tony and Mike and in support of the application as she does with confidence that Mike and Tony will address the details and not circumvent any zoning laws or issues in order to have a business in South Windsor operating along side the others on Route 5.

Chairman Bazzano asked for comment or questions from the Commissioners.

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Vice Chairman Pacekonis asked Attorney Bond to show on the aerial map where his client is located and asked about the fence shown on the plan. Attorney Lyle state the fence is chain link and is proposed to be removed and replaced with something like rod iron to separate the display area from the parking area for customers. He described the four parking spots behind the front line of the building designated for display. The ten remaining parking spaces plus the two handicap spaces in front of the building line would be for customer parking. The area is paved and will have planter boxes. Employee parking, which was an omission on the plan, will be on the north side of the building and shown on a revised plan. The monument signage will be designed to zoning standards.

The Vice Chairman asked if there would be a carwash on site, floor drain in the building, or oil storage tank. Attorney Lyle stated there will be no floor drains or car wash facility but that vehicles sold may be detailed on site. The oil storage tank is located in the interior of the building and depicted on the plan. The dumpster will be consistent with the original approval and be on a 4" concrete pad and screened with slatted chain link fencing. The Vice Chair asked for hours of operation. Mr. Mohan stated the regular hours will be 8 a.m. to 6 p.m. Monday through Friday, 8 a.m. to 4 p.m. Saturday, and occasional Sundays 12 p.m. to 3 p.m. Attorney Lyle described the building as two stories. The first floor is being renovated to improve the layout for a showroom, customer lounge, reception area, and offices. The 2nd story is not planned for renovation at this time.

Vice Chairman Pacekonis noted that part of the Town Engineer's comments about drainage issues to be addressed on the site will be part of any approval conditions and asked about servicing of vehicles inside the building. Attorney Lyle stated their engineer showed drainage computations on the original plan for the 18,000 sq ft gravel area that is now paved. The numbers will be recalculated to insure sufficient drainage and runoff. Servicing of vehicles within the building will limited to general repairs incidental to vehicles purchased for resale or for customers in town or the area who use them for oil change or minor repair work. No body work or painting will be done on site.

Vice Chairman Pacekonis then asked about truck traffic for delivery of vehicles, and the traffic pattern on site. Attorney Lyle stated the majority of vehicles are purchased from auctions, often two to three cars at a time which are mostly individually driven to the site. The standard curb cut for their access drive shown on their plan will be analyzed to confirm accommodating the occasional car carrier which may be used for deliveries. Attorney Lyle described the layout shown on the plan for traffic flow and stated he has just entered into a discussion this evening with the attorney for the adjoining property owner where perhaps they can discuss some sort of mutual cooperation if an issue with access should arise. Attorney Bond clarified the abutting neighbor has not discussed any sort of accommodations regarding traffic between the two lots. South Windsor Garage has two curb cuts on Route 5 and two on Glendale which accommodate their own traffic but cannot co-mingle another business' traffic. They have discussed delineating the two lots but not about access via their lot. Attorney Lyle suggested the possibility of widening the curb cut if necessary by eliminating one or two parking spaces in the front and acknowledged the State would have to weigh in on it. There is also frontage on Glendale Road which could offer access.

Town Engineer Doolittle stated there are no town standards for curb cuts on Route 5 because it is a state road and governed by DOT. Any changes made to a curb cut would be permitted by the CT DOT. The Town could entertain another curb cut on Glendale Road but the circulation pattern would have to be clearly shown through the site and be paved out to Glendale Road which would affect their impervious coverage. Attorney Lyle described approaches the applicant could take to address the issue. Director Lipe noted in the event a Glendale Road access is explored there may be opportunity to do some pervious pavement to meet

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regulations. She noted a row of service area parking shown on the engineering plan in an area meant to be grass, in order to meet the impervious coverage ratio. She stated cars are not allowed to be parked on the grass because of the potential of oil and other fluids leaking. The Vice Chair asked about the white pine trees shown on the plan which can grow to be very large and are shown to be near parking spots and suggested arborvitae trees as an alternative which do not have sap.

Commissioner Flagg asked if the barn on Glendale is to remain and about lighting for the service area parking. Attorney Lyle stated the barn will remain and be maintained for its historic value. The service area parking will be revisited so there will be no parking on the grass area.

Chairman Bazzano asked where the business is located in Hartford. Attorney Lyle stated Mike & Tony's is located in Hartford at Tower and Barber Streets at the entrance to Keeney Park in a classic gas station from the 1940's. They have outgrown the facility and will maintain a presence there but are looking forward to being in South Windsor with an expanded customer service area and facility.

Town Engineer Doolittle asked for the public hearing to remain open to address the concerns regarding circulation, impervious coverage, and drainage. Director of Planning Lipe stated it can be put on the November 15th and has spoken with Attorney Lyle about getting on the December meeting of the ZBA for DMV licensing.

Commissioner Kuehnelt made a motion to keep the public hearing open to until the next meeting on November 15, 2016

Seconded by Commissioner Bonzani

The motion carried and the vote was unanimous.

REGULAR MEETING / MADDEN ROOM

Vice Chairman Pacekonis made a motion to extend the meeting past 10 p.m.

Seconded by Commissioner Dexter

The motion carried and the vote was unanimous.

CALL TO ORDER: Chairman Bazzano opened the Regular Meeting at 10:24p.m.

PUBLIC PARTICIPATION: none

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

1. **Appl. 16-53P, Kochanski Subdivision and Site Plans** – request for a three lot subdivision of 2.6 acres; site plan approval for the existing commercial building on Lot #1; and site plan approval for the conversion of the existing house on Lot #2 into office space, on property located on the southerly side of Troy Road west of Brookfield Street (known as 118 Troy Road), GC zone

Ms. Karen Isherwood, principle of Isherwood Civil Engineering LLC, representing the applicant presented the application. There is an existing residence known as 118 Troy Road and an existing 3 bay garage with a basement. The subdivision will separate the existing residence on one lot, the commercial garage on a second, and a third lot will remain vacant for future development. As part of the application there is a site plan to convert the existing residence into office use in the general commercial zone by providing a total of five (5) parking spaces, a water quality area, and a dumpster pad screened with a solid vinyl fence. The

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parking spaces will require taking down the existing trees. A photograph of the evergreen trees was shown to the commission. Review comments received included requirements for landscaping. They propose to put in two 6' high white pine evergreen trees along with hydrangea and hostas to screen the parking from the neighbors and a Norway maple for the front bay.

Site plan approval for one of the lots will be delayed until the parking and driveway are reconfigured to maintain two existing curb cuts if a 50' separation requirement can be met.

Lighting includes two building mounted units 9' high, 100 watt and five (5) LED bollards that will be 3 ½' high. All fixtures will be full cutoff.

Director of Planning Michele Lipe gave staff comments:

1. Request for a three lot subdivision of 2.6 acres; site plan approval for the existing commercial building on Lot #1; and site plan approval for the conversion of the existing house on Lot #2 into office space, on property located on the southerly side of Troy Road west of Brookfield Street (known as 118 Troy Road), GC zone
2. The applicant is subdividing the existing house lot that already contains one commercial building into three commercial lots.
3. New commercial lots in this zone require 30,000 sf with 150 feet of road frontage. Two of the proposed lots will .7 acre and the largest will be 1.1 acres in size. The setbacks for these lots are 50 feet front yard setbacks and 10 feet side yard setbacks.
4. There are regulated wetlands. The applicant received IWA/CC approval on 9/21/16, with no unusual approval conditions.
5. The properties will continue to be serviced by well water and public sewers. Town Sanitarian Heather Oatis required a potability test for Lot #2 and provided the applicant with state registration information for private wells on commercial properties. WPCA approval is required for the conversion of the residential house to a commercial use as Lot #1 currently has a commercial connection.
6. Accompanying the subdivision application is a request Site Plan approval for Lots 1 and 2.
7. Proposed Lot 1 currently has an existing garage with an open parking area in front. The application is proposing to reduce the access point and formalize a small parking area. Proposed impervious coverage is 21%; 65 % allowed.
8. It should be noted that there is an existing 25 foot right of way approximately 12 feet in from the western property line which provides access to and from the property at 468 Sullivan Avenue. We have concerns that this site plan has not accommodated the future drive to Sullivan Avenue property and request the applicant consider either a combined access for the lot; relocation of the easement so that two driveways can be added in compliance with town standards.
9. We have requested the applicant to show this as an office use (instead of warehousing which is not permitted) and show the parking associated with it. In addition, we have requested the applicant address façade changes before PZC action on the site plan for this lot.
10. Proposed Lot 2 currently has a single family home that the applicant intends to convert to an office use in order to be conforming to the General Commercial zoning requirements. The applicant has shown a small parking area along the side of the drive and a handicap space in front of the house. Is it possible to

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relocate the handicap space into another area that would not be in the front yard? The design should reflect the residential nature of the neighborhood.

11. Lighting proposed on both lots consists of building mounted lights as well as bollard lighting along the parking drive and parking areas. Small amounts of landscaping have been added to both lots to meet interior landscaping requirements. Some of the existing vegetation will remain. A dumpster on a concrete pad and screened has been added to both sites.
12. Proposed impervious coverage is 15%; 65% allowed.
13. The applicant would be allowed both free standing signage as well as building signage.

The Planning Department has no concerns with the Commission acting on the subdivision and the site plan for Lot # 2, however, requests that the PZC table the site plan request for Lot #1 to address staff comments. There is a 25' easement that goes to the property on Sullivan Avenue but the plans submitted do not correctly reflect that easement which is located 12' into the property. There is also concern about the possibility of creating four (4) curb cuts along the road.

The applicant will have to return for site plan approval for Lot 3.

Town Engineer Jeff Doolittle gave staff comments stating he had reviewed the revised site plans and most of his comments have been addressed, however there are still some questions about the 25 foot easement and driveway configuration. The Town maps show the 25 foot easement located 12 feet off the western property line, which is not as shown on the plan. The plans need to be revised to accurately show this easement.

Access to Lot 1 and the property to the south via the 25 foot easement is still a concern. The existing gravel driveway for the 25 foot easement and the proposed driveway for Lot 1 are too close together and do not meet the Town standards. The Town prefers to have one driveway to service both Lot 1 and the property to the south via the easement. The plan needs to be revised to show one driveway curb cut to service both Lot 1 and the property to the south via the easement that both property owners agree to. The driveway for Lot 1 may also need to be revised. The easement will need to be modified if the curb cut at the road is not in the existing easement area.

Alternately, the plan can show two driveways, one for Lot 1 and a separate one for the property to the south via the easement. These two driveways need to meet the Town standards and be separated by at least 50 feet (nearest edge to nearest edge).

Revised plans are needed to clearly show a driveway configuration for Lot 1 and the property to the south via the easement that both property owners agree to, are covered by proper easements and meet the Town standards.

The relocated well appears to be on the edge of this easement which may be a problem.

The proposed stone spillway needs to be more clearly labeled and shown on the plan.

1. The plans show four (4) trees along Troy Road to be removed that are all or partially in the Town's ROW. Why are these trees proposed to be removed? Any Town trees someone wants to be removed need to be inspected, approved, and posted by the Town Tree Warden prior to removal. The Town Tree Warden needs to review these trees.
2. The proposed well on Lot 1 needs to be at least 25 feet and preferably 75 feet away from the sewer lateral on this lot per the State of CT Health Code. Check the requirements for a new well on this lot.

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3. The existing well on Lot 2 needs to be tested and CT DPH approval obtained to use this well for a commercial building. Check the requirements for this well on this lot.
4. What is the purpose and intended use of the 25 foot wide ROW on the west side of Lot 1? Any proposed use of this ROW needs to be included in the site plan and approved by the Town.
5. The plans show a small water quality basin on Lot 2 sized to retain the 100 year storm per the Stormwater Management Report. However, no outflow from the basin is shown. How will water get out of this basin? Show a rip rap spillway or appropriately sized level spreader as an outlet device. An operations and maintenance plan needs to be included for this water quality basin. Will there be plants or grass seed installed in this basin?
6. Revise the dumpster pad detail to have 8 inches of class F concrete with reinforcing.

Commissioner Flagg stated he lives close to the subject property and it is an entirely residential area with the exception of the plumbing business on the subject site which did nothing to disturb the neighborhood. He asked how an office building with cliental might affect the neighborhood. Ms. Isherwood stated the anticipated use will be small in nature. They are not seeking to increase the impervious pavement and are not doing improvements to make it look like a typical commercial building.

Commissioner Greer asked about a nearby property on Brookfield Street with many parked cars on the lot.

Commissioner Flagg made a motion to approve the subdivision plan with the following conditions:

1. This approval is for 3 lots, numbered 1-3.
2. Drainage and construction for this subdivision is subject to the approval of the Town Engineer.
3. All lots shall be serviced by the Town of South Windsor sanitary sewer system and are subject to the approval of the Water Pollution Control Authority.
4. Water shall be supplied to this subdivision by well.
5. This application is subject to the conditions of approval of the Inland Wetlands Agency / Conservation Commission.
6. All plans used in the field by the developer must bear the stamp and authorized signature of the Town of South Windsor.
7. All easements for conservation purposes, drainage or utilities, that may be required in connection with the approval of this subdivision, must be submitted on standard Town easement form where appropriate, to this Commission prior to filing the mylars and issuance of building permits. All deeds for open space, public improvements and roadways must be submitted prior to request for Town acceptance; all deeds must be in accordance with the policy for accepting deeds and must be approved by the Engineering Department and Town Attorney.
8. Private well final design(s) must be submitted to and approved by the Environmental Health Officer prior to filing of mylars and issuance of building permits.
9. If, for any reason, finished grading and other individual lot site work is not completed, the Town Engineer shall determine the amount of a cash bond to ensure final grading and site work. This cash bond must be submitted prior to issuance of a Certificate of Occupancy.

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10. Quantity estimates must be submitted to the Town Engineer (on the enclosed form) for the purpose of determining subdivision bonding. All bonds shall conform to the enclosed bond policy and shall be posted prior to filing the final plans in the Town Clerk's office.

If the developer chooses to submit a Letter of Credit for a one year term, said Letter of Credit must be renewed on a yearly basis until completion of the development. If a new Letter of Credit has not been received within 30 days before the expiration date, the Commission may, at its option, call the Letter it is holding.

11. A drainage assessment fee in the amount of \$100.00 shall be submitted to this Commission.
12. The Town Engineer's review comments dated 10/25/16 must be addressed to the Town Engineer's satisfaction.
13. No building permits will be issued until all modifications have been complied with, and the final plans have been filed in the Town Clerk's office.

Commissioner Pacekonis seconded the motion.

The motion carried and the vote was unanimous.

Commissioner Pacekonis made a motion to approve the site plan of Lot 2 with the following conditions:

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. A landscape bond in the amount of \$2000 is required and must be submitted prior to the issuance of a certificate of occupancy if work is not completed.
5. All bonds must be in one of the forms described in the enclosed Bond Policy.
6. An as-built plan is required prior to issuance of a Certificate of Occupancy per Section 9.1.3 of the Zoning Regulations.
7. All plans used in the field by the developer must bear the stamp and authorized signature of the Town of South Windsor.
8. This approval does not constitute approval of the sanitary sewer, which can only be granted by the Water Pollution Control Authority.
9. The building street number must be included on the final plan.
10. Pavement markings must be maintained in good condition throughout the site drives and parking areas.
11. All free standing signs and/or building signs require the issuance of a sign permit before they are erected.

Commissioner Kuehnel seconded the motion.

The motion carried and the vote was unanimous.

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2. **Appl. 16-55P, Manchester Property Group LLC dba Mike & Tony Auto Repair Inc.** - request for a Special Exception to Table 4.1.1A and a Department of Motor Vehicle Used Car Dealers license to allow for general repairs and retail sale of vehicles; and site plan approval on property located at 1161 John Fitch Boulevard, I zone

Public hearing kept open until November 15, 2016.

3. **Appl. 16-51P, Tellier Properties, LLC, dba S.T.A.R. Center** – request for a three lot subdivision of 4.9 acres to create one new lot; request for Special Exception to Table 5.8.4.B.5 and Site Plan of Development for a 24,810 sf recreational facility on Lot #3, on property located at 2045 and 2063 John Fitch Boulevard (westerly side of John Fitch Boulevard, southerly of East Windsor Town Line), A-20 and Route 5 North Overlay Zone

Public hearing kept open until November 15, 2016.

4. Discussion regarding possible I-291 Corridor text amendment

Chairman Bazzano postponed discussion until the draft minutes of the 10/18/16 Special Meeting are available.

5. Appointment of Open Space Task Force representative

Commissioner Flagg volunteered to be the PZC representative on the OSTF to replace Vice Chairman Pacekonis who had served on OSTF since 2012.

BONDS: Callings/Reductions/Settings

1. Appl. 07-59P, Caron Site, 570 Sullivan Avenue Landscaping Bond in the amount of \$5,000 to be reduced by \$5,000 to leave a balance of -0-.

Commissioner Kuehnelt made a motion to reduce the above mentioned bond. Commissioner Pacekonis seconded the motion. The motion carried and the vote was unanimous.

MINUTES: 9/27/16 and 10/4/16 approved by consensus

APPLICATIONS OFFICIALLY RECEIVED:

1. Appl. 16-53P, Kochanski Subdivision and Site Plans – request for a three lot subdivision of 2.6 acres; site plan approval for the existing commercial building on Lot #1; and site plan approval for the conversion of the existing house on Lot #2 into office space, on property located on the southerly side of Troy Road west of Brookfield Street (known as 118 Troy Road), GC zone
2. Appl. 16-55P, Manchester Property Group LLC dba Mike & Tony Auto Repair Inc. - request for a Special Exception to Table 4.1.1A and a Department of Motor Vehicle Used Car Dealers license to allow for general repairs and retail sale of vehicles; and site plan approval on property located at 1161 John Fitch Boulevard, I zone

OLD BUSINESS:

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Director Lipe described a request from Gibson Holding LLC to open a vehicle detailing business at 280 - 302 Sullivan Avenue. After discussion the Commission voiced consensus it is considered a permitted use and that they should contact the Director of Planning for site plan requirements.

Director Lipe invited the Commission to the grand opening of the new bus shelter at the corner of Buckland Road and Deming Street on October 27th at 4:30 p.m.

An invitation was distributed to commissioners to the November 6th dedication of Our Savior of Lutheran Church's outreach program, The Bridge, at 400 Chapel Road.

OTHER BUSINESS:

CORRESPONDENCE / REPORTS:

ADJOURNMENT:

Motion to adjourn the Regular Meeting at 10:55 p.m. was made by Vice Chairman Pacekonis
Seconded by Commissioner Dexter
The motion carried and the vote was unanimous.

Respectfully Submitted,
Lauren L. Zarambo
Recording Secretary