

TOWN OF SOUTH WINDSOR
PLANNING & ZONING COMMISSION

MINUTES

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JANUARY 10, 2017

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

ALTERNATES PRESENT: Michael LeBlanc, Teri Parrott

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 7:30 p.m.

Chairman Bazzano appointed Alternate Commissioner LeBlanc to be seated for Commissioner Foley and Alternate Commissioner Parrott to be seated for Commissioner Kuehnel who recused herself from the continuation of Appl. 16-57P, Metro Realty Group. The Chairman also appointed Alternate Commissioner Parrot to be seated for Commissioner Foley for Appl. 16-59P, Sunset Hill Estates.

Secretary Commissioner Dexter read the legal notice as it was published on Thursday, December 29, 2016 and Thursday, January 5, 2017.

- 1. 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 (Continued from 10/25/16)

Attorney Patrick Lyle representing applicant Manchester Property Group continued their proposal for a special exception to allow for retail usage and site plan approval at 1161 John Fitch Boulevard. They purchased the property in July of 2016 from the previous owners who had received a special exception to allow for wholesale use. Issues to address from the October 25th public hearing have to do with drainage and impervious coverage on the site since the parking lot has been paved as well as access to the site for car carriers from RT 5. A new engineering firm, J.R. Russo & Associates, has been hired and created a revised plan to address all concerns.

Mr. Tim Coon, engineer with J.R. Russo & Associates, presented revised plans. A survey was done to access the existing conditions and determine if pavement is needed to be removed to meet the 65% impervious coverage allowed. Paving has been taken out along the edges of the property to meet pavement setback requirements. The revised plan amends the parking layout to a single aisle of parking. A gated one-way entrance has been provided off Glendale Road. All display areas, 73 spaces, are located behind the building. Customer parking is in the front. Employee parking located in the southern section of the front area and in the rear. No parking will be allowed on the grass areas. Dumpsters have been relocated within the setback area on a concrete pad and screened. Site lighting is shown on the plan. The pine trees previously planted have been replaced with arborvitae. There is an existing stormwater collection and conveyance system on the property discharging off the southwest corner of the site. A diversion will be created before the stormwater leaves the property to direct the water to a subsurface infiltration system. Calculations were provided.

Director of Planning Michele Lipe gave no additional staff comments because all outstanding concerns have been addressed with the revised site plan but indicated the Department of Motor Vehicle Used Car Dealers license to allow for general repairs and retail sale of vehicles would be issued through the Zoning Board of Appeals.

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Town Engineer Jeff Doolittle gave one staff comment and indicated all other comments dated 10/19/16 have been addressed:

1. 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.

No one from the public spoke for or against the application.

Chairman Bazzano asked for comments from commissioners.

Commissioner Greer asked how trailer trucks will make the turn within the site. Engineer Tim Coon showed the turning radius on the plan.

The Chairman closed the public hearing at 7:43 p.m.

2. **Appl. 16-57P, Metro Realty Group** –request for a special exception to Section 4.22 site plan of development for a 78 unit apartment development to be known as “The Village at Berry Patch” on property located at 151 and 195 Oakland Road, AA-30 Residential zone

Mr. Jim Bernardino of Design Professionals, Inc. representing Berry Patch III, LLC continued their presentation for special exception and site plan of development. The associated text amendment was approved by the PZC on 12/13/16 and IWA/CC approval for the project was received on 12/21/16. Plans have been revised and outstanding comments from Town Staff are to be discussed at this meeting.

Walk-ability along the frontage of Oakland Road has been addressed by modifying grading along the shoulder of the road to provide a five (5) foot wide shelf so that pedestrians have safe passage and will facilitate installation of a future sidewalk if it is to occur.

Requirements for the sewer pump station along the western end of the site have been addressed with dual pumps, an alarm system, and emergency gas powered generator. They will be meeting with the superintendent of the Pollution Control Authority to get on an upcoming agenda.

Ability to traverse the site with delivery and emergency vehicles was previously addressed. Minor curb radii changes were necessary to facilitate emergency fire apparatus. No additional changes were necessary for delivery or moving vehicles.

Aesthetic design and streetscapes from Oakland Road have been updated to enhance the landscape buffering along the frontage of the property and some of the architectural elements of the building.

Connectivity between this project through Berry Patch out to Buckland Road was previously shown on the southern end of the site. A modified plan was shown connecting to the existing sidewalks via a crosswalk across the entrance driveway leading to Berry Patch I and II. A handout showing the Walking / Biking Trail was distributed to the commission (Exhibit A). Exercise stations and bike racks were indicated.

Parking calculations have been modified to increase the parking with twelve (12) reserve parking spots throughout the site. The spaces will be constructed and paid for by the developer in the future if there is a demand for them. A handout showing the spaces was provided to the commission (Exhibit B).

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Mr. John Stewart, landscape architect with CR3 in Simsbury, described the enhanced screening along Oakland Road relative to Buildings 1 and 7 to include additional Norway spruces and winterberry shrubs.

Mr. Charlie Nyberg of Associated Architects discussed changes to the building elevations for Building 1 and 7 and fire protection/separation and sound control of the buildings. Gables were introduced on drawing A2.17 for Building 7 to modulate the roofline and two gables have been added to drawing A2.50 for Building 1 which is also enhanced by decks. Mr. Nyberg submitted documents regarding fire protection, unit separations, and sound ratings (Exhibit C). Full sprinkler systems will be installed in all buildings. Acoustical ratings between buildings meet CHFA criteria.

Director of Planning Michele Lipe gave staff comments stating Inland Wetlands Agency Conservation Commission gave approval for the project on 12/21/17 with the requirements:

1. IWA/CC recommends a bond in the amount of \$25,000 for erosion sedimentation controls, \$20,000 for the installation and maintenance of stormwater structures.
2. No snow storage is allowed along the southern edge of the property where it adjoins the pond with appropriate signage to notify maintenance personnel of this policy. This stipulation is to be put on the plans as part of the operations and maintenance schedule.
3. No landscaping debris or waste is to be deposited along the southern edge of the property where it adjoins the pond with appropriate signage to notify maintenance personnel of this policy.

The revised plans have addressed the concerns of the Planning staff but we are still looking for way-finding signage to get people to the walking path. The changes made to the path provide lighting on the path down to Buckland Road.

There will be some recommended approval conditions related to the affordability plan to be finalized and filed with us related to the reserve parking conditions and, as requested by the Chairman, a condition related to the landscaping to be reviewed at the time of Certificates of Occupancy to confirm there is adequate screening.

Town Engineer Jeff Doolittle gave staff comments:

1. Most of the proposed retaining walls should be about 1 foot higher. A profile of all the retaining walls that shows the top and bottom of the walls as well as the adjacent ground needs to be provided to help finalize the elevations before the design of these walls is completed.
2. How will the ground and pathway between units 3 and 4 (FF=123.5) and units 5 (FF=126.5) be graded? The contours and drainage inlet elevations shown indicate slopes between 11% and 16% in this area which is much too steep for a sidewalk cross slope. The grades between these units need to be reviewed and probably revised.
3. More information is needed for the sanitary force main including anticipated peak flows, a profile of this line and/or pipe slopes, elevations and pipe type.
4. Design information for the proposed pump station will need to be submitted for review and approval. This includes the anticipated flows, wet well size, volume, pump sizing including design head and flow, elevation of control floats and volume between on-off-alarm modes, electrical controls building, emergency generator facilities, etc.

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5. Other comments dated 12/2/16 have been addressed.

Chairman Bazzano asked for public comment.

Mr. Robert Dickinson of Birch Road requested bike pedestrian route signage to be installed from Oakland Road to Felt Road, and through Berry Patch I and II to this development and onto Buckland Road. Since there is no intention to install sidewalks on Oakland Road the signage would provide a safe route to Buckland Road from Felt Road and could read 'Bike Pedestrian Route to Buckland Road'. The Chairman and Director of Planning clarified the suggested route and indicated it would be the discretion of the applicant since the development is on private property and signage would be to accommodate the residents.

Mr. Hari Kuppuraj of Drake Court stated a 78 unit apartment complex will increase traffic and crowd schools and asked if there was a plan to address the effects. There are no other apartment complexes in South Windsor besides those restricted for 55 and older. Mr. Kuppuraj asked if it is a trend to approve more apartment complexes in the future and noted Manchester has many apartment complexes nearby.

Chairman Bazzano asked for comments from commissioners.

Secretary Commissioner Dexter asked about the 5' level shelf along Oakland Road for walking and asked what material would be used to create it and who would maintain it. Mr. Bernardino stated it would be made of 'common fill' with top soil and seed to blend into the landscape. It would be part of the public right of way but the developer keeps their properties well maintained and would not leave a 5' strip unattended.

Vice Chairman Pacekonis asked what is the longest vehicle that could maneuver through the site. Mr. Bernardino stated they have not run that analysis but ran it for a standard 30' long delivery vehicle and the town standard 40' ladder fire truck. The Vice Chairman stated moving vehicles are in excess of 57' long. Mr. Bernardino stated the standard 30' moving vehicle would be expected for a 1,000 to 1,500 sq ft apartment. Vice Chair Pacekonis recounted living in similar sized apartments at Pleasant Hills where there were full size moving vehicles a few times a year and asked for calculations to be run for that size vehicle. If a full size moving vehicle cannot be accommodated it needs to be noted in the documents so that residents are aware of the fact when moving in. Mr. Bernardino stated the applicant would be willing to put that type of a condition into their renting guidelines. An evaluation will be performed to confirm or contradict whether that accommodation can be provided. Minor modifications can be made or limitations can be created that delivery or moving vehicles can be restricted to tri-axes, 30' in length, standard large moving vehicles. Vice Chairman Pacekonis asked for that to be an approval condition.

The Vice Chairman asked why the southern walking access was eliminated. Mr. Bernardino stated implementing the walking path along the existing boulevard drive utilized a wasted space. Substantial alterations within the wetland regulatory area would have been needed to support elevated walkways with the original plan. The existing dilapidated bridge in that area is proposed to be removed while enhancing the stream along that area as a landscaping buffer. The Vice Chair then asked about the emergency back up system for the pump station which Mr. Bernardino described in detail.

Commissioner Parrott asked about the landscaping proposed along Oakland Road for Buildings 1 and 7. Mr. Stewart described the distance of the landscape buffer to Oakland Road as 30' to 35' which is the same distance as the two large existing trees from the road.

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Chairman Bazzano complemented the design changes and added landscape but asked if it was possible for the trail connection in the southerly portion of the property to remain in some capacity. Mr. Bernardino stated it is a possibility but with significant effort. It has been removed from the proposal and would have to go back before Inland Wetlands to revise the plan. The trail has to be maintained for ADA compliance and with the significant terrain differential it would require excessive decking and ramping. Mr. Stewart stated they initially looked at the prospect but encountered the significant grade difference requiring a series of switchbacks along the slope for ADA compliance as well as issues with the wetlands. By going to the eastern side and using existing access which is ADA and bicycle accessible only several hundred feet away was a strong argument for abandoning the path through the wetlands. Vice Chairman Pacekonis asked if the three workout stations are part of the current proposal. Mr. Bernardino stated they are.

Vice Chairman Pacekonis brought up a question from the resident on Drake Court on whether schools can handle the added number of kids coming from the development and asked for an estimate of school age children expected from the 78 units. Mr. Bernardino estimated less than 10 school age children are calculated. Pacekonis noted seeing other complexes like Pleasant Hills, Westage, and Brookside at pick up and drop off times with many more children using the buses.

The Chairman closed the public hearing at 8:37 p.m.

- 3. Appl. 16-59P, Sunset Hill Estates** – request from Jacques Construction LLC for a resubdivision of 10.8 acres to create 7 new building lots and parcel A, which includes the extension of Gilbert Lane and Loomis Road, on property located on the southerly side of Deming Street, westerly of Loomis Road (known as 377 Deming Street), AA-30 zone

Attorney Micheal Bonanno with Tavano, McCuin, Bonanno & Collins LLC of Glastonbury representing applicant Jacques Construction LLC presented the application with Design Professionals Inc. President Mr. Peter DeMallie and Director of Engineering Mr. Jim Bernardino.

Commissioner Bonzani recused himself from the application noting he is a first cousin of Attorney Tavanno in the presenter's law firm. Chairman Bazzano appointed Commissioner LeBlanc to be seated for Commissioner Bonzani.

Mr. Bernardino stated the project came before the PZC for an informal discussion last October and their plans reflect comments from that meeting and staff. The site operates today as an existing tree farm. Parcel A, shown on a plan measuring slightly over four acres with an existing barn and gravel drive, will remain in that existing use. Seven residential lots are proposed to be created. Residential Lots 1 and 7 along with Parcel A will remain in ownership of the existing property owner who has no immediate plan to build on the residential lots.

The proposal is to create a 600' extension of Gilbert Lane to the north and a 445' extension of Loomis Road. One point of site access will be through the extension of Gilbert Lane with portions of its cul de sac removed, landscaped and reverted to the abutting property owners. A sidewalk on one side of the road along the Gilbert Lane extension and Loomis Road extension will connect to the existing sidewalk within the Deming Hill Estates development maintaining the existing characteristic of a one sidewalk system.

No dedicated open space is proposed instead a payment in lieu of providing open space will be paid by the applicant. Street trees will be planted throughout the property and additional vegetation will be planted along

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the western edge adjacent to Ridge Road for screening. Public utilities and sewer will service the development.

The stormwater collection and detention system will carry runoff from the development to the existing drainage system on Ridge Road which then discharges offsite. At the IWA/CC hearings residents voiced concerns about drainage at the northern portion of Ridge Road where it abuts Deming Street. The Town had previously proposed improvement plans for that existing drainage system. The concerns voiced lie north of the development which has no impact on the pre-existing conditions. A small area of the wetlands will be filled in and replaced by a replication in the back. Comments on their revised plans received from Planning and Engineering will be addressed concerning drainage and sewer and a meeting has been scheduled with WPCA.

Director of Planning Michele Lipe gave staff comments:

1. Request for approval of a resubdivision of 10.8 acres to create 7 new building lots and leaving parcel A, approximately 4 acres. This subdivision involves the extension of Gilbert Lane and Loomis Road, on property located on the southerly side of Deming Street, westerly of Loomis Road (known as 377 Deming Street), AA-30 zone
2. This proposal is a conventional subdivision. The minimum lot size required in the AA-30 zone subdivision is 30,000 sf. The minimum lot size proposed is about just over 32,000 square feet with the largest lot 39,600 sf. Minimum frontage is 120 feet. It appears that all of the lots meet the zoning requirements.
3. The applicant proposes to extend the existing cul-de-sac at the end of Gilbert Lane, tying into the extension of Loomis Road through the 50 feet road stub that was left with the original Deming Hill Estates approval. The applicant will be responsible for eliminating the existing cul de sac and restoring the lawn in that area. The restored area will be deeded to the adjacent property owners.
4. The subdivision is designed so that a cul de sac can be extended into Parcel A which could accommodate three additional lots under the current zoning.
5. There are sidewalks currently throughout the Deming Hill Estates Subdivision. The applicant is proposing to continue the network and place sidewalks on one side of the new street, and adding additional sidewalk is being added along the ROW of the existing house on the corner of Cardinal Way and Gilbert Lane.
6. The site will be serviced by public water and sewers. WPCA approval is required.
7. This subdivision is subject to an open space requirement. The applicant previously approached the PZC in October of 2016 to discuss the open space requirement. It was the consensus of the Commission to allow a fee in lieu of open space. In accordance with Section 5.C.1.c of the subdivision regulations, the fee will be ten percent of the fair market value of the property prior to subdivision approval. This fee is payable on a per-lot basis, at the time of initial conveyance of each lot. The applicant must provide, with the Commission's agreement, an appraiser to determine the fair market value.
8. Street trees are shown on both sides of the new streets. The applicant is proposing Little Leaf Linden trees. The town's tree planting specification shall be added to the plans and used for installation of the street trees.

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9. The applicant's representatives had indicated that additional evergreen plantings would be added to restore some of the vegetation that is being taken out in the Ridge Road area. That landscaping should be reflected on the plans.
10. There is a small amount of regulated wetlands on the property, and some storm drainage improvements are proposed with a new detention basin on the southerly lots adjacent to Ridge Road. The application was heard by the IWA/CC on Dec 21 and again on Jan 5th. The Commission approved the application with the following conditions: a bond shall be collected in the amount of \$5,000 to ensure proper placement and maintenance of erosion and sediment controls; a bond shall be collected in the amount of \$10,000 for installation and initial maintenance of stormwater controls; and a bond shall be collected in the amount of \$5,000 for the installation and stabilization of the wetland mitigation on the site; which bond shall be held for three growing seasons after the initial installation of the plants to ensure inspection and removal, if needed, of any invasive plants. A Deed Note shall be placed on Lot #1 stating that there is no filling or dumping of yard or household materials into the area as delineated by the fencing protecting the replication area.
11. If this application is approved, the Planning Department requests no additional approval modifications to request.

Town Engineer Jeff Doolittle gave staff comments.

1. On the Resubdivision Plan, change Easement 16 from a Utility Easement to a Drainage and/or Sanitary Sewer Easement. This can be a combined sanitary sewer and storm drainage easement or separate easements. The triangular area for a drainage connection show as Easement 17 should be Deeded to the Town (Quit Claim Deed) and become part of Ridge Road. Easement 15, the temporary construction easements on Lots 1 and 7 can be eliminated.
2. Any missing monuments in the section of Ridge Road abutting this piece (including in the cul-de-sac) need to be set.
3. Add a note by the pavement saw cut line shown in the existing Gilbert Lane cul-de-sac that "The final location of the saw cut and match line between old pavement and new pavement is to be determined in the field and approved by the Town Engineer".
4. This extension of Gilbert Lane requires filling a wetland area between about stations 0+45 and 1+0. This will require additional gravel fill and the following note on the plans: "In the wetland area excavate and remove all unsuitable material down a minimum of 12" below existing ground level. Install a minimum of 12 inches of compacted gravel sub base and Mirafi 500X woven geotextile (or approved equal) and stone as needed below this sub base to provide stable sub grade."
5. The north end of the new extension of Gilbert Lane pavement should go about 75 feet further north to within 20 feet of the northern property line of the proposed Lot 1. This would provide a road along most of the frontage of lots 1 and 7 for the Town to maintain and more options for driveway access to these lots. If the north end of Gilbert Lane is left as shown, a note needs to be included on the subdivision plans and the plot plans for Lots 1 and 7 that the area is for a future extension of Gilbert Lane. The area at the end of Gilbert Lane between lots 1 and 7 needs to be cut and graded for the future extension of Gilbert Lane so there is minimal disturbance to lots 1 and when this road is extended north into Parcel A.

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6. Show a grading plan and more spot elevations for the new intersection of Gilbert Lane and Loomis Lane.
7. The angle point and 3% slope proposed at the west end of Loomis La where it intersects Gilbert Lane needs to be checked. A vertical curve and/or flatter approach tangent section may be needed.
8. The drainage structure labeled as DMH3 should have a CB top for maintenance.
9. The outlet pipe from DMH2 needs to be raised to the same elevation as the inlet pipe to eliminate the drop in this structure. The elevation of the culvert end in the detention basin needs to be raised to at least elevation 239 so the last pipe section can drain between storms.
10. Raise the proposed elevation of the overflow spillway from the detention basin to the pond to elevation 242 so it is about 0.5 feet above the top of the detention basin outlet structure.
11. The top of the berm around the proposed detention basin needs to be at elevation 242.5 to provide 1 foot of freeboard above the 100 yr storm water level. Include a cut-off trench with impervious material in the fill portion of the detention basin berm.
12. I still have some questions about the details of the Storm Water Management Report. The calculations and output for the detention basin output are not clear.
13. The inverts of the pipes in and out of SMH2 should match, so there is no inside drop in this manhole.
14. On sheet C-P3, the cross country sewer and storm drainage profile use different station numbers than are used for the roads to avoid confusion.
15. The proposed sanitary sewer main should be lowered so it can serve all of Parcel A in the future as well as this proposed subdivision. The drop in the existing SMH in Ridge Road can be eliminated and the slope reduced in the first pipe section to the east to lower the sanitary main so the invert is SMH 4 is low enough to serve future houses on Parcel A (est. less than El 237.5).
16. Note that detectable Warning Panels meeting Town and ADA standards are required at the ends of all sidewalk ramps.
17. WPCA review and approval is needed for this subdivision.

Chairman Bazzano asked for public comment.

Mr. Robert Dickinson of Birch Road spoke in favor of the development with a suggestion to the builders that they offer an initial option on houses appropriately oriented for a solar installation.

Ms. Rekha Meda, resident of South Windsor, spoke in favor of the application stating they have been looking for a larger home in the A-30 zone and this smaller development will offer choices.

Mr. Hari Kuppuraj complemented the proposal and asked if Loomis Road could be connected to Ridge Road or, if a road is not possible, at least a sidewalk connection.

Mr. Brendan LeGrange asked why Loomis Road should be extended to create four corner lots and not allow Gilbert Lane to remain a cul de sac.

Chairman Bazzano asked for comments from commissioners.

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Commissioner Kuehnel asked if Gilbert Lane ends as shown on the map provided and asked about egress on Gilbert Lane through Loomis Road. Mr. Bernardino stated Gilbert Lane goes beyond that point and loops around in a circle. There will be two access points to the development; one from Loomis Road and the second from the Gilbert Lane extension.

Vice Chairman Pacekonis brought up the proposal for sidewalks on one side of the roadway and asked about how they are configured on Loomis Road, French Lane, and Castlewood. Mr. Bernardino indicated they are on both sides of those streets but are on one side of Cardinal Way. There is no existing sidewalk on the Gilbert Lane cul de sac but the sidewalk will be extended down that portion of Gilbert Lane into a curb ramp to cross Cardinal Way where there is a sidewalk on the opposite side of the street. In response to a resident's comment the Vice Chair voiced reluctance connecting Loomis Road to Ridge Road which would change the long established neighborhood. The Director of Planning confirmed there was a sub left on Loomis Road to access this property but there never were any stubs left on Ridge Road.

Commissioner Parrott thought it would be advantageous to connect Loomis Road to Ridge Road for emergency access. Mr. Bernardino noted the two means of egress to the development. Town Engineer Doolittle stated Town staff worked with the applicant to extend Gilbert Lane to Loomis Road for connectivity and noted Town regulations limiting cul de sacs to 600'. Gilbert Lane will be extended onto Parcel A in the future as a final cul de sac. There are several problems with connecting Ridge Road because of the wetlands between it and Loomis Road. Ridge Road would be negatively affected because it is an older road built to previous standards with small houses on tight lots not in keeping with this development. Public safety, fire and police, feel what is proposed is adequate to access the new lots.

Chairman Bazzano asked about the cul de sac and drainage on Ridge Road. Town Engineer Doolittle described an old right of way which acts as a private drive to the south on Ridge Road. Drainage issues on the road have not been fixed because of budgetary constraints but the drainage from this development cross Ridge Road and goes down the hill not impacting the existing drainage problem on Ridge Road. The Chairman confirmed sidewalks would be on the southern side of Loomis Road. Gilbert Lane was always a temporary cul de sac and Loomis Road ended in a right of way owned by the Town for a future road extension.

Vice Chairman Pacekonis asked how the T intersection at Loomis and Gilbert ends. Town Engineer Doolittle stated it ends as a T hammerhead as shown on the plans which is short enough to work but it is proposed that another 75' will be added to establish the road between Lots 1 and 7. If the road is not extended now it should noted that it will be extended in the future. The Vice Chairman asked for it to be part of the approval conditions.

Commissioner Parrott asked about Parcel A. Mr. DeMallie stated it will continue to be owned by the Burgess family as well as Lots 1 and 7. The applicant, Jacques Construction, will be building the entire infrastructure for the development and own five of the seven building lots created. Mr. DeMallie clarified the Town engineering comment regarding the installation of monumentation on the common property line along Ridge Road.

The Chairman closed the public hearing at 9:22 p.m.

REGULAR MEETING / MADDEN ROOM

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

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PUBLIC PARTICIPATION:

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

1. CGS 8-24 Referral from the Town Council for Kevin's Kourt at Nevers Park

Director of Parks and Recreation Ray Favreau distributed handouts to the Commission (Exhibit C) and presented the request for a CGS 8-24 Referral for Kevin's Kourt, an accessible, inclusive, basketball area. It is designed by Kevin Ollie, head coach of UCONN men's basketball program and his foundation is behind developing these facilities in the state. There is one in Hartford, one planned for West Hartford, and South Windsor has been selected as the first east of the river location. The 'Kourt' is designed for fun with different baskets and hoops at different heights and configurations.

A committee comprised of Mr. Ollie's staff, Mr. Craig Zimmerman from the South Windsor Community Foundation and Mr. Favreau looked at different sites in town and chose My Friend's Place on the site of the community center in Nevers Park as ideal. Minimal infrastructure improvements would be needed since there is already handicap parking, sidewalks, and can be enjoyed by the current users of My Friend's Place, an all inclusive playground for children of all abilities. The Kourt will have ten (10) hoops on a 50' x 40' pad. Funding for the project is almost complete from the South Windsor Community Foundation, Town Council, and Mr. Ollie's foundation. The Department of Parks and Recreation has volunteered to do site and installation work. Fund raising will be held for the final costs.

Director of Planning Lipe commented the location is in conformance with the Town Plan of Conservation and Development and can be handled as a change order to the existing site plan for the playground.

Town Engineer Doolittle had no staff comments.

Commissioner LeBlanc complemented the plan and asked about the fence and retaining wall shown on the plan. Mr. Favreau hopes the fence will be ornamental to match the existing playground fence.

Commissioner Kuehnel and Vice Chairman Pacekonis complemented the idea as great and awesome.

Chairman Bazzano asked what material the Kourt would be made of and complemented the location. Mr. Favreau stated it would be made of asphalt and not located in the way of the farmer's market. The Chairman asked about the parking. Mr. Favreau stated when there are multiple activities at the Community Center parking could be a challenge.

Commissioner Parrott asked when it would be started and who would be building it. Mr. Favreau stated the target date is the June 24th tenth anniversary of My Friend's Place playground. The Park and Recreation Department will be doing some repairs to the playground and will be involved with the four week installation of Kevin's Kourt.

Vice Chairman Pacekonis made a motion to approve the referral for Kevin's Kourt.

Secretary Commissioner Dexter seconded the motion.

The motion carried and the vote was unanimous.

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

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Vice Chairman Pacekonis made a motion to approve with the following conditions:

1. This approval is for the display of 73 automobiles.
2. Prior to commencement of any site work, a meeting must be held with Town Staff.
3. No building permit will be issued until the final mylars have been filed in the Town Clerk's office.
4. A landscape bond in the amount of \$5,000 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.
12. Hours of operation are Monday - Friday 8 a.m. to 6 p.m., Saturday 8 a.m. to 4 p.m. and Sunday 12 to 3 p.m.
13. Operation and maintenance plan for the drainage system shall be added to the plans.

Commissioner Kuehnel seconded the motion.

The motion carried and the vote was unanimous.

- 3. Appl. 16-57P, Metro Realty Group** –request for a special exception to Section 4.22 site plan of development for a 78 unit apartment development to be known as “The Village at Berry Patch” on property located at 151 and 195 Oakland Road, AA-30 Residential zone

Vice Chairman Pacekonis made a motion to approve 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, including bonds in the amount of \$25,000 to ensure proper placement and maintenance of erosion and sediment controls, and a bond shall be collected in the amount of \$20,000 for installation and maintenance of stormwater structures.
4. A landscape bond in the amount of \$20,000 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.

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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.
12. If an Office of State Traffic Administration certificate is required, no building permits will be issued until the certificate has been issued (per CGS §14-311).
13. Engineering comments dated 1/10/17 must be incorporated into the final plans
14. The recreational elements and the walkway signage and lighting shall be incorporated into the final plans.
15. Prior to release of the landscaping bond, the Commission shall review the effectiveness of the Oakland Road screening. Additional screening may be required at that time.
16. The final Affordability Plan shall be submitted to this Commission
17. The reserve parking spaces shall be shown on the plans and will be required in the event that a parking problem arises and there is not adequate parking for guests and visitors.
18. The final building numbering shall be added to the plans.
19. Applicant must address the maximum size of vehicle that can maneuver safely throughout the site and limit larger vehicles from utilizing the site.

Commissioner Parrott seconded the motion.

Chairman Bazzano confirmed that Commissioner Greer who was not present at the 12/13/16 public hearing had reviewed the audio recording. Commissioner Greer stated he listened to three hours of recordings.

The motion carried and the vote was unanimous.

- 4. Appl. 16-59P, Sunset Hill Estates** – request from Jacques Construction LLC for a resubdivision of 10.8 acres to create 7 new building lots and parcel A, which includes the extension of Gilbert Lane and Loomis Road, on property located on the southerly side of Deming Street, westerly of Loomis Road (known as 377 Deming Street), AA-30 zone

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

1. This approval is for 7 lots, numbered 1-7. Parcel A is not approved as a building lot at this time.
2. Concrete sidewalks, built to Town specifications, shall be installed on one side of all new streets.
3. Drainage and construction for this subdivision is subject to the approval of the Town Engineer.

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4. 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.
5. Water shall be supplied to this subdivision by public water.
6. Street lighting shall be installed on streets, at intersections, and on cul-de-sacs in accordance with the policy established by the Chief of Police. Street lighting is to be coordinated with the Chief of Police (copy enclosed).
7. Street names and locations of fire hydrants are subject to the approval of the Fire Marshal of the Town of South Windsor. Street names and supporting posts shall be installed by the developer in conformance with the standards of the Town of South Windsor, at no expense to the Town.
8. A liability insurance policy shall be submitted to this Commission naming the Town of South Windsor as an insured, with a combined single limit for bodily injury and/or property damage in the amount of \$1,000,000.
9. This application is subject to the conditions of approval of the Inland Wetlands Agency/Conservation Commission, including a bond in the amount of \$5,000 to ensure proper placement and maintenance of erosion and sediment controls; a bond shall be collected in the amount of \$10,000 for installation and initial maintenance of stormwater controls; and a bond shall be collected in the amount of \$5,000 for the installation and stabilization of the wetland mitigation on the site; which bond shall be held for three growing seasons after the initial installation of the plants to ensure inspection and removal, if needed, of any invasive plants.
10. Trees within the street trees easement and any other trees on land that is currently or will in the future become Town-owned land are to be planted in accordance with the enclosed Tree Planting Specifications.
11. Prior to commencement of any site work, a preconstruction meeting must be held with Town Staff.
12. All plans used in the field by the developer must bear the stamp and authorized signature of the Town of South Windsor.
13. 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. The applicant will be responsible for preparing the deeds for the Town to convey the cul de sac wings back to the adjacent property owners.
14. Footing drains are required for each house. Prior to the building of any structure on a lot, a topographic map, drawn to a scale of 1" = 40', shall be submitted for each lot in the subdivision, showing proposed contours, elevations and the location of the footing drains. No building permits will be issued until the proposed contours, floor elevations and location of footing drains have been approved by the Town Engineer.
15. 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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16. 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 thirty (30) days before the expiration date, the Commission may, at its option, call the Letter it is holding.
17. 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.
18. In accordance with Section 5.C.1.c of the subdivision regulations, a fee in lieu of open space is required. The fee will be ten percent of the fair market value of the property prior to subdivision approval. This fee is payable on a per-lot basis, at the time of initial conveyance of each lot. The applicant must provide, with the Commission's agreement, an appraiser to determine the fair market value.
19. A drainage assessment fee in the amount of \$350.00 shall be submitted to this Commission.
20. The Town Engineer's review comments dated 1/10/17 shall be incorporated into the final plans.
21. Additional landscaping proposed in the area of the detention basin should be shown on the plans.
22. The town's tree planting specification shall be added to the plans and used for installation of the street trees.
- Commissioner Kuehnel seconded the motion.

Chairman Bazzano confirmed that Commissioner Bonzani recused himself from the application because of a conflict of interest and Commissioner LeBlanc is seated in his place.

Vice Chairman Pacekonis confirmed that the Hammerhead shown on the plans will include 75' of roadway recommended by the Town Engineer. Director Lipe stated the comment is incorporated in the Engineering comments currently. Commissioner Greer commented it is a lot of money to add 75' of roadway to the builder. The Vice Chair noted it is part of what is in front of these lots. Secretary Commissioner Dexter stated if it is part of Engineering's comment it should be left in. Commissioner Kuehnel concurred.

The motion carried and the vote was unanimous.

5. Request for 5-year extension of site plan approval for Appl. 11-38P Buckland Commons, 350 Buckland Road

Director of Planning Lipe noted that Buckland Commons site is where the Farmington Bank is now located (Phase I) and there is another 12,000 sq ft building to be built (Phase II). The Statute allows for the extension of site plans for an additional five years at which time offers the opportunity to look at the site for recommendations on bonding. Phase I is bonded. The final coat of pavement has not been put down yet. It is recommended that they complete Phase I within the year and Phase II could be part of the five year extension.

Town Engineer Doolittle indicated the pavement which measures about 2" thick is starting to break up and needs to be coated or it will break up and all have to be replaced. The developer is encouraged to put the additional 1 1/2" or 2" down.

Commissioner Parrott made a motion to grant a 5-year extension of the site plan approval with conditions:

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1. Prior to commencement of any site work of Phase 2, a meeting must be held with Town Staff.
2. This application is subject to the conditions of approval of the Inland Wetlands Agency / Conservation Commission, including \$5,000 to ensure proper placement and maintenance of erosion and sediment controls prior to issuance of a building permit.
3. A landscape bond in the amount of \$5,000 is required and must be submitted prior to the Certificate of Occupancy. All bonds must be in one of the forms described in the enclosed Bond Policy.
4. An as-built plan is required prior to issuance of a Certificate of Occupancy per Section 8.1.11 of the Zoning Regulations.
5. All improvements associated with Phase 1 must be completed within one year of this renewal (by January 10, 2018).
6. This site plan five year extension will expire January 10, 2022.

Vice Chairman Pacekonis seconded the motion.

The motion carried and the vote was unanimous.

BONDS: Callings/Reductions/Settings

Bond Setting:

1. Engineering recommends a site bond be set in the amount of \$472,600 for remaining site work associated with Appl. 16-28P, Clark Estates II.
2. Engineering recommends a site bond be set in the amount of \$1,300 for subdivision improvements associated with Appl. 16-35P, Kochanski Subdivision.

Commissioner Kuehnel made a motion to set the above mentioned bonds. Secretary Commissioner Dexter seconded the motion.

The motion carried and the vote was unanimous.

Landscaping Bond:

3. Appl. 11-29P, CREC Site Bond in the amount of \$10,000 to be reduced by \$5,000 to leave a balance of \$5,000.

Vice Chairman Pacekonis made a motion to reduce the above mentioned bond. Commissioner Kuehnel seconded the motion.

The motion carried and the vote was unanimous.

Calling of Letters of Credit:

4. Appl. 13-50P, South Windsor Woods E&S Bond in the amount of \$5,000, Wetlands Mitigation Bond in the amount of \$25,000, and Stormwater Structures Bond in the amount of \$5,000.
5. Appl. 15-42, CT Valley Brewing Company E&S Bond in the amount of \$5,000, and Stormwater Structures Bond in the amount of \$5,000.

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Vice Chairman Pacekonis made a motion to call the above mentioned letters of credit. Secretary Commissioner Dexter seconded the motion.

The motion carried and the vote was unanimous.

MINUTES: 12/13/16 approved by consensus.

APPLICATIONS OFFICIALLY RECEIVED:

OLD BUSINESS:

Appointment of CRCOG Regional Planning Commission representative and alternate will continue to be considered by the commissioners.

Commissioner Greer volunteered to become the PZC representative to the Demolition Delay Committee.

Vice Chairman Pacekonis made a motion to extend meeting past 10 PM.

Seconded by Secretary Commissioner Dexter

The motion carried and the vote was unanimous.

OTHER BUSINESS:

Request from Karen Isherwood of Isherwood Civil Engineering, LLC for a 90 day extension for filing mylars for Appl. 16-35P, Kochanski Subdivision, 118 Troy Road.

Commissioner Kuehnelt made the motion to grant the 90 day extension

Seconded by Commissioner Parrott

The motion carried and the vote was unanimous.

CORRESPONDENCE / REPORTS:

Director Lipe described a request to replace a trailer in disrepair on the Macy's site and another from AHS Realty I LLC at 30 South Satellite Road to store three (3) connex boxes behind their facility. Both requests will be handled by change order at staff level by consensus of the Commission.

Director Lipe described an inquiry from a potential tenant in Evergreen Walk for an independent senior living development. A text amendment was approved last year for an assisted living facility in that area. The Commission may be approached with another text amendment in the future to address independent living facilities.

Chairman Bazzano discussed the news of the casino not coming to South Windsor and of adding an amendment to the table of uses in the zoning regulations.

There will be a workshop held on January 25th in Council Chambers given by the CERC and CEDAS titled Fundamentals of Economic Development. Commissioners were encouraged to attend and RSVP by tomorrow.

The regularly scheduled meeting of January 24th will be cancelled.

ADJOURNMENT:

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Motion to adjourn the Regular Meeting at 10:15 p.m. was made by Vice Chairman Pacekonis
Seconded by Commissioner Kuehnel
The motion carried and the vote was unanimous.

Respectfully Submitted,
Lauren L. Zarambo
Recording Secretary