

TOWN OF SOUTH WINDSOR
PLANNING & ZONING COMMISSION

MINUTES

-1-

DECEMBER 12, 2017

MEMBERS PRESENT: Bart Pacekonis, Stephanie Dexter, Frank Bonzani, Kevin Foley, Bill Flagg, Steve Wagner

ALTERNATES PRESENT:

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

PUBLIC HEARING / COUNCIL CHAMBERS

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

Secretary Commissioner Bonzani read the legal notice as it was published in the Journal Inquirer on Thursday, November 30, 2017 and Thursday, December 7, 2017.

- 1. Appl. 17-38P, Evergreen Crossing Retirement Community (Cameron General Contractors, applicant)** – request for a Special Exception to Section 7.3 Assisted Living/Independent Living Facilities and site plan approval for a 183,682 sf Senior Independent Living Facility with 130 units, on property located at 151 Buckland Road, Units 3, 4 and 8 totaling 18+ acres, Buckland Road Gateway Development zone

Mr. Mark Grocki, Senior Engineer at VHB representing the applicant Cameron General Contractors with Mr. Alan Lamson of FLB Architecture and Planning representing the owner of the property, Evergreen Walk LLC, presented the request for a special exception and site plan of approval.

Mr. Grocki presented a power point presentation of aerial renderings of the site described as Unit 3 in Evergreen Walk. The development will encompass 8 acres of the 18 acre unit which has a significant grade differential. The remaining land is inaccessible with 7 acres of wetlands to the northwest and south. Approval for the project was granted by the IWA/CC on October 18, 2017. The independent living facility was described as an approximately 180,000 sq ft building with 130 units over three floors. Two accessory structures to the rear of the property will be built for parking garages. A large stormwater detention management system will be located at the rear of the property. All utilities are available and Connecticut Water has been coordinated with Fuss & O'Neill, the primary sewer and water engineers for the project.

A 40' non-encroachment line will be accommodated around the perimeter of the site for environmentally sensitive areas and to maximize green space. Recreational space includes a perimeter sidewalk around the entire campus, a bocce court/horseshoe pit, bench locations and garden areas.

One main access drive is proposed off the south portion of Hemlock Avenue which will connect to Tamarack Avenue in the future by the owners. A gated emergency access point will be along Evergreen Way, north of Old Navy, for emergency use by Fire and Police only. The development has been approved by the Office of State Traffic Administration under the original overall approval granted for the site.

Parking for the required 163 parking spaces was described and a waiver for the layout as shown on the plans was requested. A site lighting package has been submitted for dark sky compliant full cut off fixtures. Architectural elevations of the building were shown. The project received a favorable review from the ADRC on October 16, 2017.

Mr. Lamson addressed Evergreen Walk's current plans for the two existing barns and two houses on the property as well as the trail system. There is interest from a party in East Windsor to dismantle 2 of the 3 barns on the property which are still standing for reuse in another location and to remove all material from

TOWN OF SOUTH WINDSOR
PLANNING & ZONING COMMISSION

MINUTES

-2-

DECEMBER 12, 2017

the third collapsed barn. Evergreen Walk is currently in negotiations with developers for the unit south of LA Fitness which will require, as part of their site development, the removal of the remaining two houses on the property. Completion of the trail system was described as the responsibility of each developer/user in their agreements to develop each unit. A connection was shown through Unit 8 which Mr. Finguerra will complete in order to have the entire southern section of the trail system built. Once Units 8, 12, and 13 complete their sections Mr. Finguerra will make the final connection so that the trail system goes all the way through. Mr. Lamson then distributed written comments in response to questions from Planning regarding the site, barns, trail system, the water loop, and the coordination of the construction of Tamarack Avenue to be extended north and south.

Director of Planning Michele Lipe gave staff comments:

1. Request for request for a Special Exception to Section 7.3 Assisted Living/Independent Living Facilities and site plan approval for a 183,682 sf Senior Independent Living Facility with 130 units, on property located at 151 Buckland Road, Units 3, 4 and 8 totaling 18+ acres, Buckland Road Gateway Development zone
2. The PZC added this use to the general plan earlier this year. In that approval, the Commission stated the following concerns raised during the General Plan of Development update application process were to be addressed with the next site plan:
 - Completion of the water loop for the site; *under design*
 - Completion of final pavement (from Cedar Avenue heading south); *completed*
 - Timeframe for removal of structures on site (old barns and vacant houses along Buckland Road); *not indicated*
 - Timeframe for completion of the walking trail; *under discussion with owner*
 - Establishment of a road network for the new proposed Independent Living Facility to Cedar Avenue and Hemlock Ave so that there are two primary access roads to the new proposal. *proposed as an emergency access*
3. This use is permitted by special exception. Special exception review criteria for this use include:
 - The proposal is consistent with the goals and objectives of the Plan of Conservation and Development.
 - The application has met the requirements of the zoning regulations.
 - The land is physically suited to the proposed use.
 - Minimal, if any, adverse environmental impacts are created.
 - No traffic or other hazards will be created.
 - The impacts on the capacity of the present and proposed utilities, street, drainage systems, sidewalks, and other elements of the infrastructure will be minimal.
 - There will be minimal or no adverse effects on existing uses in the area.
 - Surrounding property values will be conserved.

TOWN OF SOUTH WINDSOR
PLANNING & ZONING COMMISSION

MINUTES

-3-

DECEMBER 12, 2017

- 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.
4. Additional criteria specific to independent facilities include:
- The Assisted Living Facility proposal will help meet senior housing needs of South Windsor.
 - The Assisted Living Facility has been designed to meet the needs of handicapped residents or visitors.
 - The architectural design is aesthetically pleasing and blends well into the surrounding area.
5. The facility will be served by a single access drive from Hemlock Avenue with a secondary emergency entrance that will be gated from Evergreen Way. The general plan shows that this roadway will ultimately be extended both northerly and southerly connecting the two ends of Tamarack. When the road extends north, we would anticipate the emergency access way to be removed.
6. There will be a retaining wall abutting the roadway on the easterly side. We had asked the applicant for some information on the aesthetics of the wall. I have a couple sample sheets of the product to distribute to the Commission.
7. There are very low volumes of traffic associated with a senior facility which should be easily handled by the existing road network and traffic signals along Deming Street/Buckland Road.
8. As presented, the site plan shows 163 parking spaces, including one van spot. Our regulations require 1.25 space per dwelling units or 163 spaces for this facility. Twenty-seven of the spaces provided will be within three garage structures shown to the rear of the building.
9. The applicant is requesting a waiver in accordance with Section 4.2.11.C.2.d which allows the applicant to propose greater than 33% of sites parking in the front of the building between the site and Buckland Road. The Commission can grant a waiver when the applicant demonstrates innovative parking layouts with features that make the parking area integral to the site design. The applicant has addressed this in their formal request.
10. Proposed impervious coverage is 28; 50% allowed. Proposed building height is 3 stories/41 feet. Under section 7.3.5.B the building height for an assisted living facility may be increased to three stories (45 feet) if the front yard is increased to 125 feet.

TOWN OF SOUTH WINDSOR
PLANNING & ZONING COMMISSION

MINUTES

-4-

DECEMBER 12, 2017

11. The Independent Living Facility regulation requires that the applicant provide at least one and half acres of recreational area for this size facility. The applicant has highlighted the recreation areas on Sheet # C-02.2. It includes the fenced-in garden area as well as a walkway and lawn areas around the perimeter of the building.
12. The Fire Marshal has reviewed this plan. He had requested a paved access drive around the perimeter of the building to provide for emergency access which has been provided. There are two outstanding items related to the water connection that he has requested as approval conditions. They include:
 - The water main completion between Old Navy, LA Fitness and the Evergreen Crossing project on Tamarac Avenue as shown on Fuss & O'Neill Sheet # CG101 must be operational before any temporary or final Certificate of Occupancy is issued
 - A letter must be filed with the Town of South Windsor verifying the Connecticut Water interconnection in Lowe's parking lot has been completed before any temporary or final Certificate of Occupancy is issued.
13. Public water and sewer are provided. Water Pollution Control Authority approval is required.
14. There are regulated wetlands on site. IWA/CC approved this application on 10/18/07 with conditions that a bond shall be collected in the amount of \$30,000 to ensure proper placement and maintenance of erosion and sediment controls; a bond shall be collected in the amount of \$25,000 for the construction and maintenance of the stormwater system during construction; and a bond shall be collected in the amount of \$15,000 for the proper establishment of the water quality basin plantings, to be held for three growing seasons.
15. The Architecture and Design Review Committee reviewed this site plan on October 16, 2017. The ADRC was pleased with the architecture and landscaping as presented. They did have two color suggestions related to the roof and garage doors and the applicant has incorporated both of these suggestions into the revised plans.
16. A free-standing sign is proposed as shown on the site plan.

If the Special Exception and site plan are approved, the Planning Department has no additional modifications to request.

Town Engineer Jeff Doolittle gave staff comments:

1. On the Grading and Drainage Plan there is an existing 18 inch CPP that the proposed extension of Hemlock Avenue crosses. The depth of this pipe needs to be checked as it will be very shallow (estimated less than 1 foot cover) under the proposed private road and wall.
2. I suggest the existing CB by the existing end of Hemlock Avenue be relocated north of this intersection where it will be out of the intersection and collect more storm water.
3. Check the proposed elevations of the drainage structures. DMH3 shows a Rim elevation of 103.6 in the front parking lot with an elevation of about 98.

TOWN OF SOUTH WINDSOR
PLANNING & ZONING COMMISSION

MINUTES

-5-

DECEMBER 12, 2017

4. On the Utility Plan, the location where the proposed force main enters the gravity sanitary sewer on Hemlock Avenue is better. Check the proposed Rim elevation of SMH 5 as it does not appear to agree with the existing elevations.
5. At the end of the 4" force main add a piece (at least 10 feet) of 8" PVC gravity sewer main before the new SMH to reduce the velocity of the sewer flows before they enter this SMH.
6. Add a note that the 4" Sanitary Force Main is to have at least 4 feet of cover for insulation.
7. Check the design head for the sanitary pump station. It is shown as 28 feet and I get a static head of about 25 feet.
8. Show the size of the proposed grease interceptors on the Utility Plan.
9. Sheet P101-C shows an 8" sanitary sewer by the grease interceptors and a 6" ST to Storm Sewer in the kitchen and these are not on other plumbing or site sheets. Check and clarify these notes.
10. Provide calculations for sizing the 2 hydrodynamic water quality units shown on the plans, DMH2 and CB15.
11. The detention basin outlet structure (OCS) needs to have a top CB grate (or MH frame and cover) for access, and possibly as another overflow. The detail on sheet C-06 for the multi-stage outlet control structure should include a top elevation. The concrete areas between Orifice A, B, and the Overflow Weir are very small. Check the dimensions and constructability of this structure as shown in the detail.

Chairman Pacekonis asked for public comment.

Ms. Janice Synder, resident of Bourbon Street, spoke in support of the project as a great alternative for aging in South Windsor regarding its placement at Evergreen Walk with walking trails available to amenities.

No one spoke in opposition.

Chairman Pacekonis asked for comments from commissioners.

Commissioner Wagner voiced interest in the trail system and connections to bike trails for public access. Mr. Grocki described a connection point to the trail system in the western portion of the property and stated the inherent quality of the trail system throughout the site is public access. Mr. Bob Lewis, Director of Development for Cameron General Contractors, noted signage and additional striping could be provided to aid in public access.

Commissioner Dexter asked if there were elevators in the building and about the locked emergency access. Mr. Lewis confirmed there would be two elevators with generator backup within the community and described handrails and zero entry thresholds throughout the handicap accessible building. The emergency access will be tailored to local police and fire requirements.

Vice Chairman Foley commended the applicants on the plan's detail regarding fire logistics.

Secretary Commissioner Bonzani complemented the plan and questioned locking the emergency access gate.

Commissioner Flagg commended the development and asked about other projects the developer has done. Mr. Lewis stated they are the owner, builder and operator of the buildings and have created 18 communities with 22 more in development. Access roads were discussed.

TOWN OF SOUTH WINDSOR
PLANNING & ZONING COMMISSION

MINUTES

-6-

DECEMBER 12, 2017

Chairman Pacekonis asked about the facility's draw on town services regarding the fire department, and about timing of construction and leasing. Mr. Lewis stated they typically average 4 EMT calls per week per community. Occupancy of the building is estimated to be 150 to 175 residents with an emergency medical alert system for each resident which goes to the live-in manager, concierge, or maintenance to assess the situation. Mr. Lewis stated they have a goal of breaking ground in the spring with 14 to 18 months to build the building. Leasing is from month to month to accommodate residents' needs. A third party vendor will be available within the facility to offer additional in-home health care or residents can hire their own services. A guest suite is rentable for those who visit.

The Chairman asked about the availability of water on site recalling previous conflicts between water companies. Mr. Doolittle stated there is an agreement in place between the Manchester Water Company and the Connecticut Water Company to have an interconnection at the top of Buckland Hills Drive for their systems to provide extra water when needed. The facility will be served by Connecticut Water Company. Mr. Lamson described the connection between the Town of Manchester Water Department and Connecticut Water at the water tanks on Buckland Hills and stated Fire Marshal Walter Summers has requested that the connection be changed from a manually operated valve to an automatic connection. Connecticut Water has assured Fuss & O'Neill replacement of the valve will be done by the end of the year and certainly before certificates of occupancy are issued.

Chairman Pacekonis asked about pedestrian access to the Shops at Evergreen Walk, and about building materials, and the pump station. Mr. Grocki described the plan for a sidewalk from the building's access driveway at Hemlock to Evergreen Way including a number of sidewalk improvements. Mr. Lewis described the stone façade of the 1st level of the building and assured the material was available for use. There is a generator for the building in case of a power outage which will be connected to the pump station. The Chair asked when Tamarack Avenue will be open. Mr. Lamson stated the development of Unit 12 behind LA Fitness and Unit 8 is key to the completion of the connection.

Commissioner Wagner noted variations on the plan from 5' and 10' wide sidewalks and suggested 10' widths on all routes. Mr. Lewis stated it can be accommodated on the site plan for their building. The Chairman asked if solar panels were part of their design and Mr. Lewis stated they were not.

The Chairman closed the public hearing at 8:34 p.m.

REGULAR MEETING / COUNCIL CHAMBERS

CALL TO ORDER: Chairman Pacekonis called the Regular Meeting to order at 8:38 p.m.

PUBLIC PARTICIPATION:

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

1. **Appl. 17-04P, Estates at South Windsor (Toll Brothers)** - Request for a model home with off street parking and a sales office in the garage of the model home located at 9 Farm Hill Road

Mr. Andrew LeGrant, Assistant Project Manager from Toll Brothers, presented the request for a temporary sales office to be built within the 3-car garage of a model home with parking for 5 cars and paver walkways. The sales office will be staffed 7 days a week from 11 a.m. to 6 p.m. which is typical of all Toll Brothers' sales offices.

TOWN OF SOUTH WINDSOR
PLANNING & ZONING COMMISSION

MINUTES

-7-

DECEMBER 12, 2017

Director Lipe gave staff comment that the Commission typically allows for model homes with the approval condition that all normal procedures for building permits and certificates of occupancy are met. Bonding is already in place for the project.

Mr. LeGrant stated their model home will be the last home to be sold at which time the sales office is removed from the garage and parking spaces removed to restore the property before the road is turned over to the town.

Town Engineer Doolittle had no comments.

Commissioner Flagg asked about parking and lighting. Mr. LeGrant described five parking spaces and additional lighting up to the paver patio. Director Lipe stated street lighting is a requirement of a certificate of occupancy.

Commissioner Wagner asked about the timing of constructing the homes and turning the road over to the town. Mr. LeGrant stated they build as agreements are signed and described sales which were opened in November with 14 agreements. Three homes a month will be started in January. Mr. Doolittle stated the road is officially turned over at the end of the project although as soon as the first certificate of occupancy is issued the Town effectively takes responsibility for the road.

Commissioner Wagner made a motion to approve with the following conditions:

1. All normal building procedures still apply, e.g., provision of emergency access, building permit procedures, issuance of a certificate of occupancy, etc.

Commissioner Foley seconded

The motion carried and the vote was unanimous.

2. **Appl. 17-38P, Evergreen Crossing Retirement Community (Cameron General Contractors, applicant)** – request for a Special Exception to Section 7.3 Assisted Living/Independent Living Facilities and site plan approval for a 183,682 sf Senior Independent Living Facility with 130 units, on property located at 151 Buckland Road, Units 3, 4 and 8 totaling 18+ acres, Buckland Road Gateway Development zone

Commissioners were satisfied with the proposal as presented. Commissioner Wagner 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 \$30,000 to ensure proper placement and maintenance of erosion and sediment controls; a bond shall be collected in the amount of \$25,000 for the construction and maintenance of the stormwater system during construction; and a bond shall be collected in the amount of \$15,000 for the proper establishment of the water quality basin plantings, to be held for three growing seasons.
4. A landscape bond in the amount of \$15,000 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.

TOWN OF SOUTH WINDSOR
PLANNING & ZONING COMMISSION

MINUTES

-8-

DECEMBER 12, 2017

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 a State Traffic Commission certificate is required, no building permits will be issued until the certificate has been issued (per CGS §14-311).
13. A waiver is granted to Section 4.2.11.C.2.d to allow more than 33% of the parking between the principal building and a public street.
14. Engineering comments dated 12/12/17 must be incorporated into the final plans.
15. The water main completion between Old Navy, LA Fitness, and the Evergreen Crossing project on Tamarac Avenue as shown on Fuss & O'Neill Sheet # CG101 must be operational before any temporary or final Certificate of Occupancy is issued.
16. A letter must be filed with the Town of South Windsor verifying the Connecticut Water interconnection in Lowe's parking lot has been completed before any temporary or final Certificate of Occupancy is issued.
17. A through route from the Evergreen Walk trail system to Tamarack Avenue must be provided for pedestrian and bicycle use. Any sidewalk along this route shall be at least 10' wide and signage shall be provided to direct this traffic.

Commissioner Dexter seconded the motion.

The motion carried and the vote was unanimous.

BONDS: Callings/Reductions/Settings

1. Appl. 16-59P, Sunset Hill Estates Stormwater Bond in the amount of \$10,000 to be reduced by \$10,000 to leave a balance of -0-.

Commissioner Dexter made a motion to reduce the above mentioned bond. Commissioner Bonzani seconded the motion.

The motion carried and the vote was unanimous.

APPLICATIONS OFFICIALLY RECEIVED:

1. **Appl. 17-44P, MK Construction Inc.** – request for a Zone Change of .84 acres of land from General Commercial to Industrial for property located at L005 (140) Troy Road

TOWN OF SOUTH WINDSOR
PLANNING & ZONING COMMISSION

MINUTES

-9-

DECEMBER 12, 2017

2. **Appl. 17-46P, Lady Marion Woods Subdivision** – request for a Minor Subdivision and a Special Exception to Section 3.2.2 of the zoning regulations and site plan approval one interior lot and two frontage lots, for property located at 902 Foster Street Extension, RR zone
3. **Appl. 17-47P, Mactaw CT Inc, dba Vans RV** – request for a two year temporary and conditional permit for the storage of up to 50 campers on property located at 317 Chapel Road, I-291 Corridor Development Zone
4. **Appl. 17-48P, Evergreen Walk LLC** - request for a modification to the General Plan of Development layout to show the location of a proposed assisted living facility on Unit 16, on property located at 151 Buckland Road (within 'Evergreen Walk'), on the westerly side of Buckland Road, on the southerly side of Deming Street and northerly of Smith Street, Buckland Road Gateway Development Zone

MINUTES: 11/28/17 approved by consensus

OLD BUSINESS:

CORRESPONDENCE / REPORTS:

Director Lipe reported on the Board of Education public presentation about the new schools and that the BOE looks forward to coming before the Commission in the future.

Appointments to the CRCOG Regional Planning Commission were chosen. Bart Pacekonis volunteered to be the 2018 Representative and Steve Wagner volunteered to be the 2018 Alternate.

ADJOURNMENT:

Motion to adjourn the Regular Meeting at 8:57 p.m. was made by Commissioner Flagg
Seconded by Commissioner Dexter
The motion carried and the vote was unanimous.

Respectfully Submitted,

Lauren L. Zarambo
Recording Secretary