

**TOWN OF SOUTH WINDSOR**  
**PLANNING & ZONING COMMISSION**

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**JUNE 26, 2018**

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

**ALTERNATES PRESENT:** Michael LeBlanc, Kenny Young

**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 7:30 p.m.

The Chairman appointed Alternate Commissioner LeBlanc to be seated for Commissioner Foley and Alternate Commissioner Young to be seated for Commissioner Greer.

Secretary Commissioner Bonzani read the legal notice as it was published on Thursday, June 14, 2018 and Thursday, June 21, 2018.

- 1. Appl. 18-32P, Friends of Wood Memorial** – request for a two-year temporary and conditional permit for the Wood Memorial Library Native American Village Exhibition, on property located at L066 Main Street (westerly of Wood Memorial Library), A-40 and FP zone

Mr. Peter DeMallie, President of Design Professionals, Inc. with project engineer Mr. Daniel Jameson presented the request on behalf of the Friends of Wood Memorial. Members of the Board of Directors of the Friends of Wood Memorial and the executive director of the library Ms. Carolyn Venne were in attendance.

Mr. DeMallie stated the one acre site located to the west of the library was donated by the Shepard family to the Friends of Wood Memorial and will be used to create a Native American village habitat which will expand the educational programming at the Library using a grant from the CT Department of Economic and Community Development.

The Native village will consist of two wigwams, a ‘Three Sisters’ garden area consisting of corn, beans and squash, and camp area with fire pit and be used for educational exercises for elementary school students starting with orientation and history lessons indoors at the library. Hours for the program would be two or three days a week from 10 a.m. to 2 p.m.

The design of the encampment includes trails and gated entrance from the rear southwest corner of the Library. An easement to accommodate access to the abutting property is located in the northeast corner of the site. Stockade fencing will be erected around the area from the rear of the Library to the field below owned by the Historical Society property. Parking considerations will give buses the ability to park at Union District School or in front of the Library on Main Street. A single bus may also park at the Bissell Station Post Office during the day with parking available there after hours as needed.

Mr. DeMallie stated the Village will be low impact to neighboring properties in terms of traffic where children will arrive by buses and or cars midday for the educational programming. The development itself will have very little vegetation removed and some indigenous plantings installed.

Mr. DeMallie noted the letter of support which was included in commissioners’ packets from the property owners of the Library, the Wood Memorial Library Association Inc., and stated they are allowing an expanded use of the rear of the property to access the encampment beyond the travel easement along the northerly boundary of the Library property.

Director of Planning Michele Lipe gave staff comments:

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1. This is a request for a two-year temporary and conditional permit for the Wood Memorial Library Native American Village Exhibition, on property located at L066 Main Street (westerly of Wood Memorial Library), A-40 and FP zone
2. The applicant has provided a map showing the improvements to be made which include: creating outside “classroom” sites including a long house (wigwam). A smaller wigwam, and gardens all built with native materials. The pathway shown is planned to be three feet wide. We recommend that it be five feet wide to accommodate two walking abreast on the path and any handicap visitors.
3. The narrative indicates that the program is designed to primarily to serve elementary school aged students from the surrounding area and will generally be held in the spring and fall. Students will be dropped off in front of the Wood Library and it is estimated to that the program will run between 3-4 hours. Arrangements have been made to park the bus at the Bissell Post Office at 831 Main Street.
4. The property immediately east of this property is the Wood Library and the facilities in the Wood would be available to any visitors to the site. A letter of support has been submitted from the Wood Memorial Board.
5. The building code limits the duration of temporary structures. The applicant will be responsible for obtaining a building permit and ensuring this temporary structure maintains a current building permit. They will also need to coordinate the fire pit location with the Fire Chief as he is the Town’s ‘Open Burn Official’.
6. There are regulated wetlands and 100 year flood plain on the property.
7. The regulations state that Temporary and conditional permits may be granted by the Commission for a period not to exceed 2 years. Such approval may be given after a public hearing if, in the judgment of the Commission, the public convenience and welfare will be substantially served, and the appropriate use of neighboring property will not be substantially or permanently injured, and traffic and other hazards will not result from such use.

If this application is approved, the Planning Department requests that the address of 779 Main Street be noted on the plans for this property.

Town Engineer Jeff Doolittle had no comments.

Chairman Pacekonis asked for public comment in support of the application.

Mrs. Ginny Macro, former director of the Wood Memorial Library and former president and member of the Board and resident of 1828 Main Street spoke in favor of the application stating she submitted the grant request. Programs at Wood Memorial Library have been ongoing for years and have been very successful with the South Windsor school system. From the beginning the Friends have taken over the use of the Library with a focus on Northeast Woodland Indians. This program’s exhibit will fill an educational need for the community and region giving children a realistic view of what living in a natural environment was like.

Chairman Pacekonis asked for public comment in opposition or with concerns.

Mr. James Dina, abutting neighbor since 1974 from 789 Main Street located at the end of the Wood Memorial Library driveway where they have a deeded right of way, spoke with concerns recounting his work as a handyman for the Library for 30 years, building the wigwam presently on site, and participating for the first three years of Native American programming for South Windsor schools. Mr. Dina indicated on a site map where his property is located next to the encampment and asked how the program will be expanded and

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if it will include surrounding towns' school systems. He voiced concerns that increased programming will erode their residential atmosphere and asked for safeguards for their property values, privacy and about parking on the north side of the Library. The Town had already reduced the assessment on his property by ¼ when part of his property was turned into a parking lot.

Chairman Pacekonis asked Mr. Dina to locate his residence and north access driveway on the aerial map and asked what changes he would like enacted concerning the driveway. Mr. Dina indicated he would like to enact the suggestion made by the owner of the Library, Mr. Bob Raymond, in 2003 to close off the north driveway for use by the residents who have a deeded right of way.

Mr. Floyd Baranello, abutting neighbor to the Union District School from 763 Main Street, voiced concern about the increase in traffic which will be generated not only by the buses but by parents with their children and the potential of the program getting out of hand. He asked if parking would be considered at the Vibert Road Treatment Plant. Director Lipe stated Town Staff did consider parking there but it was determined parking could not be accommodated because it is needed for workers at the plant.

Mr. Robert Maffucci, abutting neighbor to the Library and to the Indian Village Exhibition site from 793 Main Street, submitted photographs of cars parked at the Library (Exhibit A) stating their private driveway holds four spaces designated for the Wood but turns into a 'park anywhere park everywhere' scenario when there are events with cars parking on his lawn. Mr. Maffucci suggested many issues could be resolved if the school and library spaces could be incorporated by someone with a good understanding of traffic flow by using the plan suggested by Mr. Raymond of creating more green space on the north side to insulate the library by getting rid of the four parking spaces everyone fights over.

Ms. Jean Howat, abutting neighbor to the Union District School at 763 Main Street, spoke with concerns asking if the scope of the program would be limited to the South Windsor school system or will it be a regional attraction. She stated she is fine with the present programming at the Library for school children which she hears from her house but is concerned that there will be no limits on how many programs are planned.

The Chairman asked for comments from commissioners.

Commissioner Wagner asked if there will be camping on the site and about the driveway. Mr. DeMallie stated there will be no overnight camping.

Mr. DeMallie stated Design Professionals Inc. did the site plan for the Wood Memorial Library in 2003 when the building was made handicap accessible. The PZC approved the site plan which included a limited number of parking spaces on the north side of the building: two handicap spaces to the rear of the building plus two other conventional spaces. The driveway on the north side also serves as emergency access for fire apparatus for residences and the Library. Mr. DeMallie suggested measures such as signage and ground lines to help prevent cars from parking on the private properties especially for activities that draw large numbers of people.

Mr. Dina recounted a conversation he had in 2003 about emergency access if the driveway was blocked off with the Fire Chief who stated there would be no problem blocking it off as long as emergency vehicles could get in along the side. Mr. Dina suggested the use of a chain or barriers to gate off the area at times when there are events. He noted the south side of the library has 120 square feet of parking lot pavement beneath the soil he discovered while doing landscape work with the Library.

Commissioner Dexter asked where school children would be unloaded and if there will be programs in the summer. Mr. DeMallie stated a bus will pull up in front and unload students onto the sidewalk where they

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will walk into the library. Ms. Carolyn Venne, Executive Director of the Wood Memorial Library, stated buses often park directly in front of the Library on Main Street or end up at Ellsworth School. She described the program as seasonal and held in the Spring and Fall.

Ms. Venne described the lot to be used for the Village as deep and narrow with existing open clearings creating classroom settings buried in the woods with most of the perimeter along the Dina property, the shared border with the Wood and some of the Union School side to be fenced. This programming will bring students to the back of the property and removes the need to have school children on the front and side lawns of the Library. Ms. Venne described the Library's four existing parking spaces and recounted when the Town sold the District School to the Historical Society the school's parking lot was intended for excess parking for the Library. She has extended invitations to the Dina and Maffucci families to join discussions with the joint building committee with Wood Memorial Library Association which is the Raymond family and the Friends of the Wood Memorial to address issues such as maintenance of the parking lot along with the Historical Society.

Commissioner Bonzani asked if there will be limits on the number of children visiting per day. Ms. Venne indicated there will be about four classrooms numbering less than 100 kids arriving by school bus per day. They hope to run the program on days the Library is open. Commissioner Bonzani suggested limiting the number of buses to two per day to reduce the impact on the neighbors.

Commissioner Flagg asked how many people work on site during the programming. Ms. Venne described volunteers working as docents and stated there could be from 3 to 4 people to up to 10. Commissioner Flagg commented the four parking spaces on site are not enough and voiced concern if the program becomes popular the volume will grow and compound issues for the neighbors and parking. Ms. Venne stated part of the deed with the District School next door is that the parking is to be made available for overflow Wood parking.

Commissioner LeBlanc noted any future changes based on growth of the program would have to come back before the Commission and voiced concerns that special events could overwhelm their plan and cause concerns for the neighbors. Ms. Venne stated the goal of the program is for field trips for education programs as part of the State social studies curriculum and does not expect the program to be expanded.

Chairman Pacekonis asked for defined parameters for the program. Ms. Venne described the programming to take place on 2 to 3 days per week in late September into October and in late April into May. The Chairman noted the parking issues and stated something has to be defined not necessarily just for this application but for the whole property. Director Lipe stated Town Staff will have to look at the original site plan and what opportunities there are with the abutting neighbor for shared parking on the school property.

Chairman Pacekonis confirmed with Ms. Venne the program is to begin in the Spring of 2019 and stated a plan for parking for the Library could be squared away in the next few months. The Chairman suggested an approval condition that parking for this application would be limited to street parking with handicap parking accessible on site. Ms. Macro stated in the past they have blocked off access to the north driveway and there is a driveway at the Union School to which cars can be directed. The one or two buses can park on the street, at the Union School or the Bissell Post Office.

Director Lipe clarified with Ms. Venne that programming will take place during a 6 week time frame and the site would not be open to the public outside of those times.

Commissioner Wagner suggested provisions that if the program is terminated the removal of the structures be included; if events such as Heritage Days, which the Historical Society runs annually on a weekend, are to

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tie into this program they should be included in an approval condition; and if there is a parking restriction there still needs to be access provided for the handicapped.

The Chairman closed the public hearing at 8:55 p.m.

Director Lipe confirmed with the Commission that they would not act on this item this evening because of the number of agenda items.

- 2. Appl. 18-29P, HarborChase of Evergreen Walk** - request for a Special Exception to Section 7.3 Assisted Living/Independent Living Facilities and site plan approval for a 111,976 sf Assisted Living Facility with 111 units, on property located at 151 Buckland Road, Unit 16 totaling 4.8+ acres, Buckland Road Gateway Development zone

Ms. Kristen Solloway, Vice President of Community Development with Fuss & O'Neill, Inc. presented the request with applicant Mr. Richard Baummer of Harbor Retirement Development (HRA) based in Vero Beach, Florida and Fuss & O'Neill landscape architect Ms. Lindsey Cannavo.

Mr. Baummer stated Harbor Retirement Associates (HRA) was formed in 2002 focusing on assisted living and memory care. They develop and operate 30 existing communities on the east coast and in the Midwest with 8 communities 'in the pipeline' to fill the needs of the aging baby boomer generation. Their market research has shown although there are existing assisted living facilities in South Windsor there is an unmet need here for an additional 200 beds for the assisted living and memory care sectors. The occupancy rates in the existing communities are at 97% to 98% full capacity. Evergreen Walk provides a compatible use for this type of community on Buckland Road with access to the amenities of the area. They are a for-profit community paying property taxes to the Town while generating a small amount of traffic and bringing jobs to the area.

Ms. Solloway presented certified mailing notifications to the Director of Planning and requested a parking waiver to Section 6.4.3 which requires .5 spaces per unit. They are proposing to have 83 total parking spaces which is 27 more than required and typical to their other facilities. The 5.8 acre site was described with two accesses off Deming Street and Tamarack Avenue. A portion of the site is owned by the Town of South Windsor and will be conveyed to HRA. IWA/CC granted approval for this project on June 20, 2018. There will be 111 private and semi-private units. The facility appears to be two stories with an additional story located at the rear of the property to the west where the land drops off. Stormwater management was described. All utilities will be serviced from Evergreen Way except for one water main service to a hydrant.

Ms. Cannavo described diverse plantings for landscaping and amenities such as courtyards and a walking path circumventing the site with outdoor seating as shown on a site plan. They will be planting 68 trees going beyond the 33 trees required. The existing wetlands to the north will not be disturbed. Rain gardens will be employed. Three significant trees within the setback along Buckland Road have been identified by an arborist to be removed. Exterior lighting will match the feel of Evergreen Way with pedestrian lighting on 12' poles, parking lot lighting on 20' poles and up-lighting for signage and specimen trees.

Mr. Baummer showed elevations of the building and a material sample board. The Chairman asked how high the brick material will go on the building. Mr. Baummer stated it varies from 2 to 3 feet along the Buckland Road side with a full two story presentation of brick on that side to give the feel of a historic farm house with additions in two different color sidings. The brick veneer will be used as accents in other areas. The entrance was described with signage with a copula sitting on top of the grand lobby.

Director of Planning Michele Lipe gave staff comments:

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1. Request for request for a Special Exception to Section 7.3 Assisted Living/Independent Living Facilities and site plan approval for a 111,976 sf Assisted Living Facility with 111 units, on property located at 151 Buckland Road, Unit 16 totaling 5.8 acres, Buckland Road Gateway Development zone
2. 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.
  - The character of the neighborhood will be maintained or minimally disrupted.
  - The general welfare of the community will be served.
  - There is a balance between neighborhood acceptance and community needs.
  - Historic factors are adequately protected; or due consideration to preservation of historic factors has been demonstrated.
  - The overall physical appearance of the proposed development is compatible with surrounding development and the Commission's goals for the neighborhood/corridor.
  - The architectural design is aesthetically pleasing and blends well into the surrounding area.

The Commission may impose additional conditions in accordance with these regulations in order to ensure that all applicable criteria enumerated above and/or within a particular use category are satisfied.

3. 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.
4. The applicant has provided a narrative specifically addressing the special exception criteria as well as a document that from the company explaining more about the company addressing the need, suitability of the site and economic impact.
5. The PZC added this use to the general plan earlier this year. In that General Plan of Development approval, the Commission stated the following concerns to be addressed with the next site plan:

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- Timeframe for completion of the walking trail; Received comments from Alan Lamson regarding Evergreen Walk LLC's intention to bid the work for the trail system sometime mid-August
  - Identify mature trees within the undeveloped pieces along the Buckland Road frontage on future site plans and incorporate into the site plan. An arborist report provided if removal of significant trees are proposed to be removed with the 65 foot setbacks. The applicant has identified five trees of significance and proposes to remove three of the trees. The arborist's report indicates the trees are healthy. Is there any opportunity to regrade and/or provide protections so that the other trees can be preserved?
6. The facility will have its entrance off of Evergreen Way.
  7. There will be a retaining wall abutting the two parking areas north and south. The applicant has provided a sample of the wall from another area in Evergreen Walk. I will distribute a copy.
  8. There are very low volumes of traffic associated with an assisted living facility should be easily handled by the existing road network and traffic signals along Deming Street/Buckland Road.
  9. As presented, the site plan shows 83 parking spaces, including one van spot. Our regulations require 1.25 space per dwelling units or 56 spaces for this facility. The regulation also requires additional parking (equal to what is required) to be shown in reserve in the event it is needed – total of 112. The applicant is requesting a modification to the number of required parking spaces 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.The applicant's request for reduction is based on their experience with other facilities around the country and feels they have adequate parking.
  10. Proposed impervious coverage is 50; 50% allowed. The applicant has shown about 2% additional areas with pervious pavement. Proposed building height is 2 stories within the first 125 feet from Buckland Road and 3 stories for the back portion of the building. Section 7.3.5.B the building height for an assisted living facility may be increased to three stories (45 feet) if setback 125 feet.
  11. The Assisted 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 CS-102. It includes the fenced-in garden area as well as a walkway and lawn areas around the perimeter of the building.
  12. This project is subject to the PZC's new Pedestrian and Bicycle accommodation regulations. The applicant has provided bike rack as required as well as pedestrian connections to and from sidewalks and through the parking areas. All sidewalks that have parking adjacent to them have been designed as six feet wide.
  13. The Fire Marshal and Fire Chief has reviewed this plan. The Fire Chief gave me comments verbally indicating that he had met with the developers. He had some reservations about the two-story memory care units; however he sees no major issues for the Fire Department.

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14. The Police Services also commented on the impact for the calls of service. Submit for the record the email from Deputy Chief Custer related to the number of calls for the other assisted living facilities and the potential impact on their services.
15. Public water and sewer are provided. Water Pollution Control Authority approval is required.
16. There are regulated wetlands on site. IWA/CC approved this application on 6/20/18 with a bond shall be collected in the amount of \$20,000 to ensure proper placement and maintenance of erosion and sediment controls; a bond shall be collected in the amount of \$15,000 for the construction and maintenance of the stormwater system during construction.
17. The Architecture and Design Review Committee reviewed this site plan on June 7, 2018. The ADRC was pleased with the architecture and landscaping as presented. They did recommend to have the location of different flowering tree species mixed together so as not to 'clump' like species in a monoculture.
18. 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 Doolittle distributed to commissioners Fuss & O'Neill's response comments from project engineer Ronald Bomengen dated June 26, 2018 (Exhibit B).

Director Lipe read an email from Deputy Chief of Police Scott Custer regarding the number of medical assist calls received from the three existing assisted living facilities in South Windsor (Exhibit C).

Town Engineer Jeff Doolittle gave staff comments:

1. The proposed sidewalk around the site needs to be 6 feet wide where it is directly next to parking spaces to provide room for vehicles overhanging the curb and sidewalk.
2. There is a gap in the sidewalk around the site on the southwest side of the building, near the main entrance drive from Evergreen Way. The sidewalk should be extended to fill this gap and go all around the building.
3. The vehicle maneuvering plan shows several vehicles going over the curb at the entrance and into the opposing traffic lane on Evergreen Way including the Fire Truck, Coach Bus and SU-30, upon entering and leaving the site. Based on this, the entrance lanes need to be widened to probably 18 or 20 feet and the corner on Evergreen Way needs to be widened and have a larger radius, especially on the inside of this corner.
4. The site drive and parking areas are graded with some flat areas, especially around the southern end of the building. These areas should have at least 1% slope and more spot grades should be shown to clarify the grading in all areas.
5. It appears there are 3 areas where there is no curb along the site drive and parking areas and storm water will run off into rain gardens. We appreciate these areas and do not want any erosion in the lawn or rain gardens. To help prevent erosion, provide a 2 foot wide stone strip along side the pavement any place where there is no curb and storm water runs off into the grass or a rain garden.
6. I suggest YD 72 be moved further into the rain garden.
7. YD 57 and 34 could be moved to the edge of the curb in the parking spaces and changed to catch basins.



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8. I noticed the proposed 18" storm drain pipe between CB3 and CB2 along the western side of the driveway will be under the retaining wall. I am not sure this is a good idea as it will be very difficult to access these pipes in the future. The Engineer for the wall and the pipe manufacturer should be consulted to make sure the wall will be stable and well supported and the pipe will support this load.
9. On the utility plan check to be sure there are no conflicts where utility pipes cross on the southern part of the site.
10. What will be the impact of the storm water flows from this site on the existing hydrodynamic separator west of ECHN?
11. I am still reviewing the Stormwater Management Report and will let you know if I have any comments on this information.
12. What will be the pipe size and material used for the sewer force main?
13. Note that the invert in the existing SMH on the opposite side of Evergreen Way will have to be modified/rebuilt for this sanitary sewer connection.
14. There is a section of 6" sewer pipe in the sewer main line between manholes to the south of LA Fitness that will have to be replaced with 8" diameter pipe.
15. Provide the estimate of expected average daily and peak flows to the sanitary sewer from this facility.
16. Provide details for the pump chamber including pump number, size and design criteria, number of pump control floats and elevations, size of wetwell, expected pump cycling time, and maintenance plan. An external emergency power supply connection and source will be needed for this pump station. Where will the controls for this pump station be located?
17. Provide an easement to the Town from Evergreen Way to the SMH near the dumpster pad for inspection and monitoring of the waste water.
18. There should not be any large trees or bushes planted over the sanitary sewer pipes or manholes.
19. WPCA review and approval of this plan is required.
20. The pervious asphalt pavement section should include stone base material and thickness specified by the pervious asphalt supplier. Show the thickness of the base and pervious asphalt.
21. The standard duty bituminous concrete pavement should be on at least 10" of processed aggregate base on top of thoroughly compacted granular sub-grade material.
22. The heavy duty bituminous concrete pavement and base should be on 8" subbase that is thoroughly compacted gravel that meets the CONN DOT specification for grading B.
23. Show the specific data requirements for the proposed hydrodynamic separator including flows, pipe sizes and materials and elevations.

Chairman Pacekonis asked for public comment.

No one spoke for or against the application.

The Chairman asked for comments from commissioners.

Commissioner LeBlanc asked about the rooftop mechanical units which Mr. Baummer described.

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Commissioner Flagg noted the applicant's target market area of a 5 mile radius includes three other assisted living facilities in South Windsor which are not at full capacity. Mr. Baummer stated they've been working on this project over a two year period and have checked the marketing data a number of times which shows the existing communities at 97% and 98% occupancy. Residents in this type of community have a transient nature which advances to other types of care such as full nursing or passing on. Mr. Baummer voiced confidence about their marketing data.

Commissioner Bonzani asked why the three Buckland Road trees would have to be taken down or if they are still in consideration to be saved. Ms. Cannavo stated it is based on the limits of grading and the size of the trees' root systems extending beyond the limits of grading. Some are older silver maple trees which have shown weakness and are not considered entirely significant. They are concerned about the liability of doing earth work near the root systems and trees not surviving. Mr. Baummer stated they are restricted with their access coming from Evergreen Way and their grading sitting below Buckland Road so that retaining walls would have to be introduced within the setback.

Commissioner Dexter noted the letter from Deputy Chief Custer regarding police and emergency services and asked what kind of services are typical to their facilities. Mr. Baummer stated the volume of calls in the Chief's report do not match their experience. Other communities in South Windsor may have independent living and may not have nursing care available. HarborChase will have nursing care available 24/7 for immediate response to needs. The facility will have a bus available to the residents.

Commissioner Dexter asked about the tobacco barn which Mr. Baummer indicated will be demolished. Commissioner Wagner noted the potato combine on site which can be salvageable as a museum piece.

Chairman Pacekonis stated the public hearing will be held open to address Engineering comments.

Chairman Pacekonis noted the following items to be addressed: turning movements at the corner of Evergreen Way appear to be too tight; a market study to be provided; a plan for reserve provisional parking to which Mr. Baummer described their parking ratio and stated they will submit data from their other communities; and graded elevation views in order to understand the heights of what will be seen from Buckland Road and Deming Street.

The Chairman asked if a licensed arborist inspected the trees along the Buckland Road frontage. Ms. Cannavo submitted a signed letter from their arborist to Director Lipe. The Chairman suggested the use of retaining walls to save the trees to be considered.

Commissioner Wagner made a motion to extend the public meeting to the next meeting of the PZC on July 10, 2018.

Commissioner Flagg seconded the motion.

The motion carried and the vote was unanimous.

**REGULAR MEETING / MADDEN ROOM**

**CALL TO ORDER:** Chairman Pacekonis opened the Regular Meeting at 9:58 p.m.

**PUBLIC PARTICIPATION:**

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

1. **Appl. 18-18P, MSKW, LLC** - request for a site plan to construct a new office for MK Construction, on property located at 140 Troy Road, I zone

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Representatives from Kaestle Boos Associates, Inc. Mr. Enrico Shrillo and Mr. Eric Royce representing property owner Mr. Michael Switzer of MSKW, LLC presented the request showing a site plan of the location and parking and elevations. Engineering comments received have been addressed.

Commissioner Flagg made a motion to extend the regular meeting past 10:00 p.m. Commissioner Dexter seconded the motion. The motion carried and the vote was unanimous.

Director of Planning Michele Lipe gave staff comments:

1. Request for site plan approval to build a 4,500 sq ft building on property located at 140 Troy Road, I zone. The PZC may recall that this property was rezoned last year. The intended use of a general contractor establishment.
2. Maximum impervious coverage allowed is 65%, 53% proposed. Proposed building height is 24 feet; 40 feet allowed. Lot size is .8 acres; minimum lot size allowed is ½ acre. Front yard setback is about 57 feet, 35 feet required.
3. The intended use is to have offices and warehouse space for the existing contractor business. The area of outdoor storage, including construction equipment, is allowed with PZC approval and appropriate screening. The applicant is proposing to screen this area with an 8 foot high slatted fence along the parking area. There will be a gate controlling access into the back area.
4. The parking requirement for this building is 12 spaces, 12 have been provided.
5. There are several overhead doors proposed; two along the western side along the side of the building and one in the rear. The doors will be screened from Troy Road by the proposed fencing.
6. Architectural and Design Review Committee reviewed this site on April 18th and were generally satisfied with the proposal as presented. They did request the applicant consider adding a cedar shake treatment to the eaves of the façade facing Troy Road.
7. Landscaping has been included along the site's frontage. New lighting will consist of full cutoff wall paks that will illuminate the parking area and storage yard. Will the lighting be placed on a timer?
8. There are no regulated wetlands on this lot. IWA/CC approved the erosion and sediment control plan on May 16 with a \$5,000 bond to ensure compliance with the erosion and sediment control measures and stormwater plan.
9. The site is served by public water and sewer. Water Pollution Control Authority approval is required.
10. They are showing the dumpster along the westerly parking edge. It will be on a concrete pad and screened by the fencing.
11. If this application is approved, there are no other approval modifications requested.

Town Engineer Jeff Doolittle gave staff comments:

1. The proposed storm drainage infiltration system is designed for the 10 year storm. What will happen during 25 or 100 year storms? The site storm drainage system needs to be able to handle and detain or retain the 100 year storm. There needs to be no increase in runoff from the site for up to a 100 year

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storm, so it does not impact neighboring or downstream properties. Revise the storm drainage system to handle the 100 year storm.

2. The well should be moved further away from the road. I suggest this be at least 50 feet from the front property line.
3. Show the water and electric lines from their respective sources to the building.
4. Are there any floor drains in the building, including the garages? If so an oil/water separator may be required.
5. The sanitary sewer lateral need to have a minimum slope of 2%.
6. The invert of the existing SMH in the road that the building lateral is proposed to tie into will likely have to be rebuilt.
7. A separate monitoring manhole may be required on the sanitary line from the building to the sewer main in the road.
8. The elevations of the 2 drywells shown to the west of the building on the site layout plan do not match the elevations on the drainage plan.
9. Show the sight lines on the Site Layout Plan from the driveway looking onto Troy Road in both directions.
10. What is the note Krivick Avenue 343 on the Site Layout Plan?
11. WPCA review and approval of this plan is required.

Commissioner LeBlanc asked about what type of roofing and siding will be used.

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 \$5,000
4. A landscape bond in the amount of \$3,000 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.

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11. All free standing signs and/or building signs require the issuance of a sign permit before they are erected.
12. Sight line must be shown based on speed limit.

Commissioner Dexter seconded the motion.

The motion carried and the vote was unanimous.

**2. Appl. 18-33P, Electro-Methods Inc.** – request for a site plan modification for a 75,394 sf new industrial building (two phases), on property located at 519 Nutmeg Road, I zone

Mr. Bill Jodice of PDS Engineering & Construction presented the request representing Mr. William Soucy of Electro-Methods, Inc. which has manufactured jet engine parts in South Windsor for forty years. Two phases will be used to build the new building. The building will have security fencing, no outdoor storage, and is screened by two other buildings with little visibility from Nutmeg Road. No additional truck traffic will be added for this facility which will operate on 24 hour multi shifts. Site lighting was described as full cut off LED low foot candle on light poles and wall paks. No noise is anticipated to be generated outside the building. Elevations were shown. The facility currently has 48 parking spaces. Twenty employees will be added as well as 52 additional parking spaces. Engineering comments received will be addressed and added to the final plans.

Director of Planning Michele Lipe gave staff comments:

1. Request for site plan approval to build a 75,394 sf building on property located at 519 Nutmeg Road North, I zone. Phase one is approx. 60,000 sq ft. This is the third building on site. A connection will be provided between the second building and the new facility. The intended use in manufacturing and warehousing.
2. Maximum impervious coverage allowed is 65%, 64% proposed. The site currently has a large gravel parking area totaling about 70% of impervious coverage. This plan calls for a reduction from the current coverage to 64%. The existing concrete walls around the perimeter of the property will be replaced by an 8 foot high chain link fence. .
3. The parking requirement for all the building and uses on site is 138 spaces. The have shown 100 spaces to be built and show the remaining 38 spaces in reserve. Proposed building height is 24 feet; 40 feet allowed. It appears that all other zoning requirements have been met
4. There are two overhead doors on the south elevation and one on the north side of the building. Landscaping, including trees and shrubs, have been proposed around the new building and in the parking area.
5. New lighting will consist of full cutoff wall paks along three sides of the new building which will illuminate the parking area.
6. There are no regulated wetlands on this lot; however there is a regulated area immediately south of this site. The IWA/CC approved the erosion and sediment control plan on June 20 with the recommendation of a \$10,000 bond to ensure compliance with the erosion and sediment control measures and \$15,000 bond for stormwater structure installation.
7. The site is served by public water and sewer. Water Pollution Control Authority approval is required.

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8. If this application is approved, in addition to the standard condition, the zoning data table should be updated to include the building heights and also reflect that the information is for both phases so that the applicant will not have to return to the PZC when the next phase moves forward.

Town Engineer Jeff Doolittle gave staff comments:

1. The site plan does not show any new utilities to the proposed addition, except for a new 8" water line for fire protection. Will there be other utilities to the proposed addition and where will they be located? All new utilities need to be shown on the plan.
2. Clearly show the sidewalks in front of the proposed addition. Any sidewalks adjacent to parking spaces need to be at least 6 feet wide to allow room for overhanging vehicles. There should be accessible ramps with detectable warning strips shown by the handicap parking spaces.
3. Verify that the underground storm water storage chambers (under the parking lot) are designed and built for H-20 loading.
4. Is there a drainage easement or rights to drain to the property to the south? The level spreader and underground storm water storage chambers both discharge into the drainage ditch on the parcel to the south
5. The underground detention chambers will not drain completely because the outlet pipe elevation is higher than the bottom of the chambers and stone bed. The outlet pipe elevation also appears to be lower than the existing drainage ditch. Check these elevations and revise as needed. Additional underground storage chambers may be needed.
6. Grading should be shown on the north side of the proposed addition, both phase 1 and phase 2. The existing area north of the building is generally flat and slopes slightly toward the proposed building.
7. Why is new bituminous pavement shown on the north side in the area between the existing building and phase 2 of the proposed addition? Why isn't this area lawn as it is not attached to any other pavement? This area is also flat and needs to be graded better.
8. The Town of South Windsor sidewalk detail should be used. The sidewalk detail included is not very clear.
9. The pavement detail should show 8-10 inches of compacted processed aggregate under the 3 inches of pavement, and should specify the subgrade material and minimum thickness.
10. The level spreader detail on sheet C-105 has elevations that do not match those on the site grading and utility plan. They appear to be 100 feet off.
11. WPCA review and approval of this plan may be required if a new sanitary sewer connection is made to the proposed addition.

Commissioner Flagg 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 \$10,000 to ensure compliance with the erosion and sediment control measures and \$15,000 to ensure establishment of storm water system.

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4. A landscape bond in the amount of \$3,000 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. Engineering comments dated 6/22/18 must be incorporated into the final plans.

Commissioner Young seconded the motion.

The motion carried and the vote was unanimous.

**3. Town Council CGS 8-24 Referral** for the placement of four (4) portable classrooms at the Pleasant Valley Elementary School

Town Manager Matthew Galligan presented the referral from Town Council.

The site plan application for the temporary classrooms is under review for staff approval.

Commissioners reached consensus to send a favorable opinion for the referral.

**4. Preliminary discussion** with Four Woods, LLC regarding a housing proposal

Ms. Nancy DeMay of Four Woods LLC presented a preliminary discussion for a housing proposal for 9.8 acres of A-30 residential property between Beelzebub Road and Devonshire Drive and asked the Commission if a plan for 55 and older housing was proposed would the Commission re-introduce senior housing regulations. Director Lipe stated the regulation for this type of housing was removed in 2016 so a text amendment would be required.

After questions from the commission, Chairman Pacekonis voiced concerns about fitting more units than is intended onto remaining land in town. A research study would be required to determine if there are benefits of reintroducing senior residence developments (SRD) into the regulations. Ms. DeMay was encouraged to meet with the Director of Planning.

**5. General Discussion** regarding future development potential for the I-291 Corridor Development Zone area - Town Manager Matthew Galligan to be present

Town Manager Matt Galligan gave an overview of present and future development for the I-291 Corridor.

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- 6. Appl. 18-32P, Friends of Wood Memorial** – request for a two-year temporary and conditional permit for the Wood Memorial Library Native American Village Exhibition, on property located at L066 Main Street (westerly of Wood Memorial Library), A-40 and FP zone

Application continued to the next meeting.

- 7. Appl. 18-29P, HarborChase of Evergreen Walk** - request for a Special Exception to Section 7.3 Assisted Living/Independent Living Facilities and site plan approval for a 111,976 sf Assisted Living Facility with 111 units, on property located at 151 Buckland Road, Unit 16 totaling 4.8+ acres, Buckland Road Gateway Development zone

Public Hearing continued to the next meeting.

**BONDS: Callings/Reductions/Settings**

**MINUTES:** 6/12/18

**OLD BUSINESS:** *see page 2*

**APPLICATIONS OFFICIALLY RECEIVED:**

**OTHER BUSINESS:**

**CORRESPONDENCE / REPORTS:**

**ADJOURNMENT:**

Motion to adjourn the Regular Meeting at 10:50 p.m. was made by Commissioner Dexter  
Seconded by Commissioner Young; the motion carried and the vote was unanimous.

Respectfully Submitted,  
Lauren L. Zarambo  
Recording Secretary