

TOWN OF SOUTH WINDSOR
PLANNING & ZONING COMMISSION

MINUTES

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JULY 24, 2018

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

ALTERNATES PRESENT: Mike LeBlanc, Kenny Young

STAFF PRESENT: Michele Lipe, Director of Planning; Lauren Zarambo, Recording Secretary

PUBLIC HEARING / MADDEN ROOM

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

Vice Chairman Foley stated he will recuse himself from the HarborChase application because he was unable to attend the prior public hearings.

The Chairman appointed Alternate Commissioner Young to be seated for Vice Chairman Foley for the first item and Alternate Commissioner LeBlanc to be seated for Commissioner Flagg.

1. **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 (Continued from 6/26/18 and 7/10/18)

Ms. Kristen Solloway, Vice President of Community Development with Fuss & O'Neill, Inc. continued the presentation with applicant Mr. Richard Baummer of Harbor Retirement Development (HRA).

In response to comments from the previous public hearings, two elevations of the proposed facility from Buckland Road were shown. A letter from HRA supported by the Evergreen Walk Association regarding overflow parking was referenced indicating shared parking is allowed throughout Evergreen Walk. Drainage comments have been responded to by doubling two of the storm drain basins as shown on the revised plans. Sanitary pipes further off the parcel will be upgraded from 6" to 8" piping. A three-way stop will be placed at the entrance on Evergreen Way in coordination with Evergreen Walk's traffic engineers.

Director of Planning Michele Lipe gave staff comments referencing the letter from HRA regarding offsite parking and the additional market study sent to commissioners. She read a memo dated 7/23/18 from Town Engineer Jeff Doolittle who had reviewed the responses to his previous comments and revisions to the plan:

1. I understand the section of 6" sewer pipe in the sewer main line under Evergreen Way between manholes to the south of LA Fitness will be replaced with 8" diameter pipe.
2. I do not object to creating a 3-way stop at the corner of Evergreen Way by the proposed entrance to Harbor Chase. However, the geometry and pavement width and construction of this corner on Evergreen Way needs to be re-evaluated for future traffic types and volumes when any future developments are proposed along or off of Evergreen Way, north of the existing development by Old Navy.
3. I agree that the entrance and exit drive as shown from Evergreen Way can accommodate passenger vehicles, box trucks and shuttle buses that will regularly visit this facility.
4. Regarding the stormwater system design, it appears CB 2 and CB 10 should also be double catch basins, based on the ponding spread shown on the revised CB table provided. Complete revised storm water drainage design tables and figures need to be provided to incorporate into the Stormwater Management Report.

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5. The sewer force main pipe size and material needs to be shown on the final plans.
6. 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, controls, and maintenance plan need to be provided prior to construction. An external emergency power supply connection and source will be needed for this pump station.
7. WPCA review and approval of this plan is required.

Chairman Pacekonis asked for public comment.

No one spoke for or against the application.

The Chairman asked for comments from commissioners.

Commissioner Bonzani asked if the applicant was on board with all of the Town Engineer's comments. Ms. Solloway confirmed all comments will be addressed.

Commissioner Wagner commented most of the overflow parking could go to ECHN and asked about sidewalks with steep embankments and noted the comment page from the applicant dated 7/20/18 which indicates a unit owner does not have the right to direct guests or invitees to use an adjoining unit without first obtaining permission of that unit owner.

Chairman Pacekonis asked for clarity on how people will walk from overflow parking areas. Ms. Solloway indicated the sidewalk route on the plan. Mr. Baummer stated there would only be a few times a year where overflow parking may occur most likely at the closest place to park, LA Fitness, which is at grade. He stated most residents will not have cars or be driving and that there will be about 40 employees staggered in shifts. The Chairman suggested parking at the front and sides of the building be designated for residents and guests and identified 10 parking spaces along the eastern side and 19 parking spaces along the southeast side to total 29 spaces designated for visitors and residents.

Discussion continued about the 16 seat shuttle bus, the three elevators and minimal emergency 911 calls for the facility. The trees along Buckland Road will be staked for their root basis when the undergrowth is cleared.

Chairman Pacekonis closed the public hearing at 8:06 p.m.

REGULAR MEETING / MADDEN ROOM

CALL TO ORDER: Chairman Pacekonis opened the Regular Meeting at 8:07 p.m.

PUBLIC PARTICIPATION:

Mr. Robert Dickinson of 19 Birch Street distributed and read a statement to commissioners regarding bicycle paths and sidewalks at the corners of intersections in South Windsor (Exhibit A).

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

1. **Appl. 18-39P, Kebalo Office Temporary & Conditional** - request for renewal of a two-year temporary and conditional permit for the Kebalo Electric Company office located at 175 Wheeler Road, A-20 zone

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Mr. Walter Kebalo presented the renewal request stating he has been a resident for 58 years. Nothing has changed with his business since getting the renewal two years ago. A historic photograph was shown of a wedding which took place in the dance hall which now serves as his office.

Director of Planning Michele Lipe gave staff comments:

1. Request for a two year temporary and conditional permit for an electrical contracting business at 175 Wheeler Road, A-20 zone. Kebalo Electric has been operating the business from this location since about 1987. The commission originally approved a temporary and conditional permit for the Kebalo Electric office on 10/31/00, and the most recent approval expires on 7/26/18.
2. In previous permit renewal applications, the applicant has stated that there are three part time office workers and that there are no evening or weekend hours. The applicant has arranged for private refuse collection.
3. Vegetation exists along the northern lot line providing for screening for the potential owner of Lot 2.
4. The wording of the T&C permit regulation in 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 or permanently injured, and traffic and other hazards will not result from such use.' PZC renewal approvals can be granted at a regular meeting..
5. If this application is approved, the planning department has no additional approval recommendations to request.

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

1. The permit will expire on 7/24/20, and will have to be renewed at that time.
2. Refuse from the business cannot be disposed of with residential refuse. Adequate arrangements must be made for business refuse disposal.
3. The number of non-family member employees is limited to three (full- or part-time).
4. Commercial vehicle parking on the street is prohibited.

Commissioner Dexter seconded the motion.

The motion carried and the vote was unanimous.

- 2. Appl. 18-40P, Royal House Chapel Connecticut Mission** - request for renewal of a 2 year temporary and conditional permit (Section 2.13.a) to allow a church use, on property located at 52A Connecticut Ave., I zone

No one was present to represent the applicant.

Director Lipe gave a staff report:

1. Request for a renewal of a two-year temporary and conditional permit that was granted for a church use on property located at 52A Connecticut Avenue, I zone. This property currently has two 20,000 sf buildings on site, and the applicant has occupied 5,000 sf. of the southern building. This use was originally approved in 2010. The most recent approval expires 7/26/18.

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2. The space includes a reception area, offices, bathrooms and a sanctuary with approximately 68 chairs.
3. The church conducts services on Friday evenings and Sunday mornings, with occasional services on Wednesdays and Thursdays. All services take place after the close of business hours. The applicant has shown 32 parking spaces available – our regulations require 1 parking space for 3 seats or 22 spaces.
4. The fire marshal and building department previously worked with the applicant to ensure all fire and building codes were met for this assembly use.
5. The wording of the T & C permit regulation is that, “Temporary and conditional permits may be granted by the Commission for a period not to exceed 2 years. Such approval may be given after a public hearing if, in the judgment of the Commission, the public convenience and welfare will be substantially served, and the appropriate use of neighboring property will not be substantially or permanently injured, and traffic and other hazards will not result from such use.” Renewals can be approved by the Commission at a regular meeting.

If this application is approved, the planning department has no modifications to request.

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

1. The Temporary and Condition permit will expire on July 24, 2020 and must be renewed prior to that time if the use is to continue.
2. All free standing signs and/or building signs (temporary or permanent) require the issuance of a sign permit before they are erected.

Commissioner Wagner seconded the motion.

Chairman Pacekonis noted Vice Chairman Foley was seated and Alternate Commissioner Young was no longer seated.

The motion carried and the vote was unanimous.

3. **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 (Continued from 6/26/18 and 7/10/18)

Commissioners discussed with Director Lipe the locations for visitor and handicap parking and staking of the trees.

Chairman Pacekonis noted Alternate Commissioner Young was seated again for Vice Chairman Foley.

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 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 \$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.
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. In accordance with Section 6.4.9, the Commission has granted a modification to the required number of parking spaces based on the uses presented, allowing 83 parking spaces. Ten (10) parking spaces along the eastern frontage and nineteen (19) parking spaces along the southern side of the facility will be designated for visitor or resident parking only.
13. Engineering comments dated 7/23/18 must be incorporated into the final plans.
14. The vegetation in the area of the trees of significance along Buckland Road is to be cleared leaving the larger significant trees in place. The developer shall stake out the limits of the main drive aisle and retaining walls adjacent to the front yard area. Once this is done the developer and Town of South Windsor staff can meet on site to determine if in fact the larger trees within the setback area can be saved through the use of a retaining wall. The results shall be reported back to the Commission prior to the removal of any trees.

Commissioner Young seconded the motion.

The motion carried and the vote was unanimous.

4. Preliminary discussion with Stephanie Pietri regarding a commercial proposal for 251 Sullivan Avenue

Ms. Stephanie Pietri presented her proposal for a dog grooming salon and dog grooming school at 251 Sullivan Avenue.

Director Lipe went over zoning considerations for the industrial zoned address with commissioners. Dog grooming facilities were added to the regulations last year in the Restricted Commercial zone by special exception and to the General Commercial zone. Since the use is not allowed in the Industrial zone a text amendment would be required but will affect all Industrial areas in town. If the commission initiated a text amendment to allow the use by special exception in the Industrial zone it would require a 35 day notice period for review by CRCOG prior to a public hearing. It was noted the POCD does not promote losing land within the Industrial zone and this will open up another non-Industrial use to be allowed in the Industrial

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zone. It was suggested if a text amendment was crafted it could include special criteria for existing stand alone buildings. The history of the building was discussed. Ms. Linda Henderson, owner of property, stated she is unaware of the property being listed on any historic registry.

The Commission reached consensus to move ahead and draft a text amendment for review.

5. Determination of Use for Kosilla Landscaping at 108, 118 and 128 Troy Road

Director Lipe described the process previously taken by Mr. Craig Kochanski, owner of the property, for a text amendment and subdivision of the property.

Mr. Brian Kosilla introduced himself and described his landscaping business and plan to purchase the three lots.

Mr. Mike Kosilla of Ellington described his son's plan and indicated his landscaping business would be more compatible with the neighborhood than other uses allowed by the regulations in the General Commercial zone.

Mr. Kochanski noted the history of his property where a plumbing contractor worked for thirty years and received a separate address for 128 Troy Road.

Commissioners discussed the use and zoning of the property and suggested an applicant could draft a text amendment to define the use by definition in order to add it to the use table. A residency component could narrow the criteria for approval by special exception.

6. Discussion with representatives from the Shops at Evergreen Walk regarding creating a storage area on site

Mr. Dylan Fisher, operations manager at Evergreen Walk, with Ms. Elizabeth Maheu, general manager of the Promenade Shops at Evergreen Walk, distributed a handout to commissioners showing the existing and proposed staging area for snow and ice removal equipment on site.

After discussion the Commission reached consensus that the unit proposed for the storage was too centrally located and visible and not a good solution. The existing site is to remain debris free as shown on page 2 of the handout and will continue to be used for equipment storage. A change order will be submitted so that the area will be defined with a double row of pine and fir trees and a list submitted of equipment allowed seasonally.

Commissioner Greer 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.

7. Review of 2018 Housing Data Analysis – information compiled as a part of a Housing Needs Assessment (Sustainable CT application)

Director Lipe reported on information compiled for the Sustainable CT application which had been included in the commissioners' packets regarding housing data, affordable housing data and survey data comparing South Windsor to neighboring towns. This is Step One in collecting data to give the opportunity in the future

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to determine what types of housing are really needed in town. This information will be useful to the PZC as we develop the Housing Plan that is required under CGS 8-30G.

The Commission asked questions and discussed the findings in the report. The Commission acknowledged that there was not a lot of land area to develop housing in town, and any new housing would have to fit into the area proposed. Chairman Pacekonis noted that, although the data shows our school population is declining, we are experiencing an influx of students with the construction of the new elementary schools and our trend is an increase in students and asked that be documented in the report.

BONDS: Callings/Reductions/Settings

IWA/CC Bonds

1. Appl. 15-06P, Evergreen Walk Apartments Landscape Bond in the amount of \$20,000 to be reduced by \$15,000 to leave a balance of \$5,000.
2. Appl. 16-28P, Clark Estates II Landscape Bond in the amount of \$10,000 to be reduced by \$5,000 to leave a balance of \$5,000.
3. Appl. 15-48P, One Buckland Plaza Landscape 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 bonds. Commissioner Wagner seconded the motion.

Chairman Pacekonis requested the reduction of landscape bond for Appl. 15-48P, One Buckland Plaza be adjusted to \$8,000 to leave a balance of \$2,000.

The motion carried and the vote was unanimous

MINUTES: 7/10/18 accepted by consensus

OLD BUSINESS: *see page 3*

APPLICATIONS OFFICIALLY RECEIVED:

1. **Appl. 18-38P, DRL Realty LLC** - request for a site plan approval for two industrial buildings totaling 8,600 sf, on property located at 40 Sea Pave Road, I zone
2. **Appl. 18-40P, Royal House Chapel Connecticut Mission** - request for renewal of a 2 year temporary and conditional permit (Section 2.13.a) to allow a church use, on property located at 52A Connecticut Ave., I zone
3. **Appl. 18-41P, Pride Stores LLC** – request for a site plan approval for a 4,860 sf store with drive thru facility and gasoline pumps, on property located at 1049 John Fitch Boulevard, Travel Service (TS) zone
4. **Appl. 18-42P, ALDI Distribution Center Expansion** - request for a minor site plan modification for an 123 space parking lot expansion, on property located at 295 Rye Street, I zone (applicant requests staff approval in accordance with Sec. 8.6)

OTHER BUSINESS:

Director Lipe described a request made by the owner of 1429 John Fitch Boulevard where Import Wholesale LLC was granted approval in 2016 for a used car dealer's license for their wholesaling and repairers business

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to lease the entire property. Property owner Lenny Treglia is now requesting to split the property with Import Wholesale for his use.

CORRESPONDENCE / REPORTS:

ADJOURNMENT:

Motion to adjourn the Regular Meeting at 10:23 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