

TOWN OF SOUTH WINDSOR
PLANNING & ZONING COMMISSION

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FEBRUARY 9, 2016

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

ALTERNATES PRESENT: Mike LeBlanc, Bill Flagg, Teri Parrott

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

APPLICATIONS OFFICIALLY RECEIVED:

1. **Appl. 16-07P, J.E. Shepard Company** – request for a 2 year temporary and conditional permit (Section 2.13a) to allow a two-family house on property located at 2019 John Fitch Boulevard, I zone
2. **Appl. 16-08P, J.E. Shepard Company** – request for a 2 year temporary and conditional permit (Section 2.13a) to allow a modular office on property located at 185 Governors Highway, I zone
3. **Appl. 16-09P, J.E. Shepard Company** – request for a 2 year temporary and conditional permit (Section 2.13a) to allow two apartments, known as Home Farm Apartments, on property located at 176 Windsorville Road, RR zone
4. **Appl. 16-10P, J.E. Shepard Company** – request for a 2 year temporary and conditional permit (Section 2.13a) to allow an office for the ‘Inspiration House Publishers’ on property located at 1865 Main Street, A-40 zone
5. **Appl. 16-02P, Carabillo Resubdivision** – request for a resubdivision to create one new building lot, on property located on the southerly side of Windsorville and Griffin Roads (known as 55 Windsorville Road), RR zone
6. **Appl. 16-11P, Simmons Premier Soccer Club** - request for a renewal of a 2 year temporary and conditional permit (Section 2.13.a) to create two soccer fields, associated parking and temporary lights, at 225 West Road (southwesterly corner of West Road and Sullivan Avenue), GC zone
7. **Appl. 16-12P, Boynton Zone Change** - request for a Zone Change of approximately 12.78 acres from Rural Residential to A-30 Residential Zone, on property known as R024 and R025 Abbe Road –owned by Anita Roy, located on the easterly side of Abbe Road and northerly of Maskel Road

PUBLIC HEARING / COUNCIL CHAMBERS

Chairman Bazzano called the public hearing to order at 7:30 PM.

Secretary Commissioner Dexter read the legal notice as it was published in the Journal Inquirer on Thursday, January 28, 2016 and Thursday, February 4, 2016.

Chairman Bazzano appointed Alternate Commissioner Flagg to be seated for Commissioner Bonzani.

1. **Appl. 16-04P, Toll Brothers, Inc.-** request for a Zone Change of approximately 33.1 acres from Rural Residential to A-30 Residential Zone, on property known as R024 Graham Road –owned by Catholic Cemeteries Association of Hartford, located on the easterly side of Graham Road and westerly side of Nevers Road

Attorney Peter Alter of Alter & Pearson, LLC of Glastonbury representing Toll Brothers, Inc., presented the application with Mr. Dan Kroeber, PE with Milone & MacBroom of Cheshire, and senior project manager with Toll Brothers, Inc. Mr. Andy Karl. Attorney Alter showed a map of the 38.2 acre property which includes 33.1 acres in the Rural Residential zone surrounded by properties to the north, west and south which are zoned A-20. All legal notices to abutters have been made. The attorney posed a question to the commission whether the Joseph Lane cul de sac should be connected and continue into the development or remain a cul de sac.

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An informal discussion with the commission took place on September 29, 2015 where the commission expressed some support for the project which encouraged the applicant to proceed. Attorney Alter clarified this application is for a zone change where the commission is asked to make a policy decision as to whether or not changing the zone to an A-30 zone is consistent with regulations and the Plan of Conservation and Development. If the zone change is approved a subdivision application will be submitted with all required details.

Mr. Dan Kroeber stated they have been working with the developer and town staff to determine the best use and yield for the property inclusive of potential infrastructure and traffic management. A key map was shown. A conventional subdivision layout of 45 lots using the existing zoning of A-20 and RR was shown with 20% of open space as required. Presently this plan could be used to develop the land with no zone change required. A second plan showed a conventional subdivision layout for A-30 and A-20 zoning showing 53 lots with 20 % of open space as required. Mr. Kroeber stated both plans require more roads, sewers, drainage, and run off to maintain and noted the town's open space master plan references the land as a target property for open space. An open space subdivision requires 50% of the land to remain open space. A third plan was shown of a layout with the same density as the second plan with 53 lots using A-30 open space zoning and preserving 50% of the land. The Open Space Task Force will be consulted for recommendations on whether the land designated for open space would be town or privately owned, used for agriculture, and how it will be maintained.

If this zone change is granted, eight additional houses would be added to what is allowed presently going from 45 to 53 lots. Sewer and water are available in Graham and Never Roads confirmed by WPCA and CT Water. Town guidelines for storm drainage will be met. A full drainage report will be part of a subdivision application. A traffic assessment has been done and indicated the additional eight lots beyond the underlying zone will not have an impact on traffic congestion. Other criteria were described as met, having a positive impact, and filling the need for single family housing in South Windsor.

Mr. Andy Karl described the history of the Toll Brothers which has operated in Connecticut for the last 20 years building over 2,000 homes in the state. Annual reports were distributed. He stated the Toll Brothers has the resources and experience to deliver on a promise to market, build, and sell a new home community in a time manner in a quality fashion. Attorney Alter summarized the opportunity for an open space subdivision as one to participate in smart growth consistent with town plans.

Director of Planning Michele Lipe, gave staff comments:

1. Request for a Zone Change of approximately 33.1 acres from Rural Residential to A-30 Residential Zone, on property known as R024 Graham Road –owned by Catholic Cemeteries Association of Hartford, located on the easterly side of Graham Road and westerly side of Nevers Road.
2. I have provided a copy of the Zone Change criteria from the regulations (listed below); a copy of the lot size requirements for subdivisions being developed with conventional lots; lot size requirements for properties being developed under an open space subdivision and a zoning map showing the surrounding area.
3. Section 8.3 includes criteria for zone change, including but not limited to:
 - A. The goals, objectives, and recommendations of the Plan of Conservation and Development;
 - B. The purposes of zoning and of these regulations;

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- C. Changes that have taken place in the rate and pattern of development and land use within the Town and adjoining communities;
 - D. The supply of land available in the present and proposed zone;
 - E. The physical suitability of the land for the proposed zone;
 - F. The impact on the capacity of the present and proposed utilities, streets, drainage systems, and other improvements;
 - G. The general character and zoning of the neighborhood;
 - H. Impacts on the surrounding area;
 - I. Traffic congestion impacts;
 - J. The impact on surrounding property values;
 - K. The environmental impacts;
 - L. The health and general welfare of the community;
 - M. Neighborhood acceptance weighed against community needs; and
 - N. The protection of historic factors.
4. To illustrate the lot yield difference under the two different zoning scenarios, the applicant has provided a subdivision layout under conventional zoning, the minimum lot size required in the RR zone is 40,000 sf with 175 ft of road frontage showing 45 lots compared to an A-30 zone subdivision where the minimum lot size is 30,000 sf with 120 ft of road frontage. These maps demonstrate the net increase in lots if this zone change were to be approved is approximately 8 lots.
 5. The applicant has also provided a third map with concept layout illustrating an open space subdivision with the A-30 zone change. It should be noted that under an A-30 open space, the minimum lot size is 15,000 sf with a minimum of 75 feet of road frontage.
 6. It should be noted that the subject property is included in the town's master plans as desirable for preservation: the Open Space Master Plan has identified this property as desirable open space, and the OSMP has been incorporated into the Town's Plan of Conservation and Development by reference. The Subdivision Regulations require that any subdivision proposed on land recommended for preservation must be considered for an open space subdivision with 50% of the land preserved as open space in return the developer is allowed to develop on smaller lots, half the size of the underlying zoning. The number of lots allowed is based on the lot yield of the underlying zoning.
 7. The applicant did appear in front of the PZC on 9/29/15 for a pre-application conference. At that meeting the Commission concurred that this subdivision should be designed as open space subdivision which is permitted by special exception. As part of the subdivision review process, any proposed open space is evaluated by the Open Space Task Force as to its desirability for town ownership. Their findings are referred to the Town Council for the Council's recommendation regarding future ownership of the land.
 8. Other consideration with a zone change requests are the impacts on the town's existing infrastructure. The applicant's traffic report indicates that the area roadway network is sufficient to accommodate traffic generated by the proposed development. Other infrastructure impacts will be addressed by the town engineer.

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I do have two other staff comments regarding the open space concept layout for consideration by the commission and developer at the time of subdivision:

Director of Public Works- Michael Gantick

1. Recommends any proposed open space be one contiguous parcel and either on the Graham Road side or the Nevers Road side of the proposed development; open space in the “middle “of the homes/development could create maintenance issues and/or conflicts if used for farming. Our experience in other parts of town there also tends to be encroachment by the abutters when the open space winds through or is boarded by houses.
2. Recommends Joseph Lane cul-de-sac be connected to this proposed development’s road network to improve emergency and town maintenance of both road areas as well as to improve traffic flow opportunities and egress if road or emergency closures occur

Director of Recreation – Ray Favreau

1. Concerns with the current design of open space as it is indicated in several parcels that will be problematic from a maintenance point of view, but also may not provide a public benefit.
2. Recommends that it would be more desirable as farmland if it was a contiguous piece; he also suggests that the open space might be considered for a community garden with improvements associated for such (i.e. basic site work, buffer, water lines, on site parking).

There are no other Planning comments on this application at this time.

Town Engineer Jeff Doolittle gave general staff comments about the development of the parcel stating whether the parcel is developed with an Open Space A-30 zone or Open Space RR zone the comments will be the same.

1. The right of way along Graham Road and Nevers Road has not been formally established. In accordance with past procedure the Town would require a 30’ strip measured from the existing center of these roads toward the property to be deeded to the Town to establish the right of way on both sides of the roads abutting this parcel.
2. The existing storm water system on Graham Road is old and insufficient and there is no storm water drainage system in this section of Nevers Road abutting this property and the one to the south has no excess capacity therefore all proposed storm drainage systems need to be designed with detention so as not to increase run off from this site post-development.
3. Complete analysis of existing and proposed storm water drainage from this site will be needed as part of any subdivision application.
4. There is currently a swale on the Graham Road side of this parcel which captures run off and directs it to two inlet pipes and prevents water from running across the road and onto properties on the west side of Graham Road. This pattern needs to be maintained with any development so that water running off of the site needs to be collected and piped or swaled into a storm water basin and/or storm water drainage system.
5. Any new storm water drainage system in Graham Road needs to be set deep enough so future expansion of the storm water drainage system can occur and can be piped into that.

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6. Any outfalls on town property need to be properly designed to avoid erosion and to allow for maintenance.
7. Some of the possibilities for storm water drainage systems through lots will require a 20' easement to the town for access and maintenance and may necessitate adding an additional 10'+ width to each building lot so there is space for those easements.
8. Any new roads onto this parcel from both Graham and Nevers roads should be located optimally to increase sight lines from the new roads onto Graham Road and Nevers Road and also to minimize impacts to existing properties and houses on Nevers and Graham roads.
9. Any new drainage along Nevers Road, which conceptually would tie into the drainage to the south, should be installed so as to provide for at least 26' of pavement and 13' of pavement on the other side so the road may need to be expanded to accommodate any new drainage since the road is narrow in front of the property.
10. Sidewalks are targeted along Nevers Road so we ask sidewalks to be provided along the Nevers Road frontage of the property. There are no sidewalks on Graham Road targeted in the town sidewalk master plan.

The Chairman asked for public comment.

Mr. Robert Dickinson of Birch Road distributed a written comment to the commission requesting sidewalks on Graham Road and Nevers Road (Exhibit A).

Mr. Tom Ferrick, abutting property owner of 485 Nevers Road, spoke in opposition. He stated the land is not flat as described but has a 10% incline to the top of the hill and as a result, a rain storm or melt brings two to four feet of water onto his property. His property has a well, as do neighboring properties, so they have major concerns that runoff from lawn pesticides will pollute their wells and asked what safeguards they will have. He also voiced concern for the wildlife that would be displaced if the land was to be developed.

Mr. Fred Burnham of 355 Graham Road spoke in opposition about the line of sight on Graham Road, changing the character of the land, and conflicting with the community goals of South Windsor. He asked if the broken up parcels of open space shown on their plans meet the guidelines of the town's open space requirements and how the land will be accessed. If the open space land is used agriculturally will pesticide use be reviewed and how will the public be informed? He voiced concerns about drainage and adding additional run off from new roofs, driveways, and roads to create potential flooding over Graham Road, down their driveways, onto their properties to flood their homes. He also spoke about public safety concerns about the two access points on Graham and Nevers Roads, blind spots and restricted visibility. He made suggestions to tie into Joseph Lane and reverse access points on Graham and Nevers roads.

Mr. Craig Stearns of 115 Joseph Lane agreed that the land is not flat as reported and noted any access off Nevers or Graham roads would create cut throughs between those two main arteries and diminish property values. He encouraged the conservation and open space areas to be accessible to the community at large, not only to those who would move there.

Mr. Rich Strong of 394 Graham Road abuts the land on the north side of the field. He stated the property floods during large rainstorms and floods properties on Graham Road. He questioned who cares for open space properties already owned by the town and noted different areas which are not cared for. He encouraged

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the land to remain undeveloped and used for agriculture. If development occurs, sidewalks are necessary on both Graham and Nevers roads and asked that the open space areas be placed on the outside of the property with houses on the interior.

Mr. Andy Paterna of 301 Strawberry Lane stated the land to be used in this project was targeted for conservation in the Plan of Conservation and Development. He recounted the history of the land in the area as farmland and stated it is crucial every time a piece of farmland is lost in town. He noted town owned open space property across the street which he described as overgrown and unusable and feared it would happen to this property. Last year the farmer who leases the land for agriculture donated 11,000 pounds of squash to Foodshare from what was left in the field from their harvest. Mr. Paterna stated there is a highly supported effort in Town Council to preserve more farmland in South Windsor and encouraged the commission to reject the application so if the development has to go forward more land is not lost.

Ms. Lynsey Desmond of 261 Graham Road, spoke in opposition and encouraged the land to be left open for public use to enjoy the views and nature.

Mr. Christopher Wilson of 365 Graham Road, echoed the previous comments on drainage and traffic and stated the open space in the area is a haven for garbage and the new access points will be a haven for accidents.

Ms. Sheila Strong of 394 Graham Road spoke in opposition of building 40 or 50 'McMansions' on postage size lots and the traffic that will be generated. She praised the rural country setting of the town and nature of the area and the commission to deny the application.

Ms. Lisa Wilson of 365 Graham Road spoke in opposition and stated they bought their home twenty five years ago because of the rural nature of the neighborhood.

Ms. Paulette Burnham of 355 Graham Road stated after studying the proposal over the last weeks it is her understanding RR zoning requires an acre of land and 45 homes could be built without a zone change. Homes and driveways would be along Graham Road. An A-30 zone gives 53 lots with 20% open space and if approved could allow 50% of open space land resulting in 15,000 sq ft lots. The result goes from an acre to $\frac{3}{4}$ of an acre to $\frac{1}{2}$ acre of the A-20, down to 15,000 sq ft lot for a 3,500 sq ft house. Open space appears to be piece meal rather than having a true open space feeling. The land, at best, could be used as community gardens for those who are living there.

Ms. Jessica Glass of 1837 Main Street spoke in opposition stating rezoning the property would be a bad precedent to set with a drain on the school system with no benefit to the tax base.

Mr. Herve Gelinas of 285 Graham Road spoke in concern stating when he moved in thirty nine years ago he lived next to Mr. Walter Kupchunos who sold the land to Catholic Cemeteries and gave the land for St. Margaret Mary church. He questioned if there is anything written in the deed to preserve the land because Mr. Kupchunos was adamant that the land would never be built upon.

Secretary Commissioner Dexter read four letters written in opposition into the record (Exhibit B). She asked three of the letter writers who had just spoke, Mr. and Mrs. Christopher and Lisa Wilson, Ms. Lynsey Desmond, and Mr. and Mrs. Fred and Paulette Burnham, if they wanted their letters read and then read a fourth letter from Mr. and Mrs. Tom and Diane Ferrick into the record.

The Secretary then read letters written in support of the application from 15 property owners (Exhibit C). She read one letter as an example for the form letter used. Then she and Commissioner Kuehnelt read the following

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names who submitted the 15 letters of support: Mr. and Mrs. John and Ann O'Brien of 41 Eagle Run, Mr. and Mrs. Robert and Elizabeth Phillips of 70 Eagle Run, Mr. and Mrs. James and Ellen Shortt of 57 Eagle Run, Mr. and Mrs. Edmund and Phyllis Striebel of 84 Eagle Run, Ms. Virginia Graney of 75 Eagle Run, Mr. and Mrs. Roger and Ruth Tapke of 78 Eagle Run, Ms. Diana Baker of 83 Eagle Run, Mr. and Mrs. George and Joan Jahrstorfer of 52 Eagle Run, Ms. Fay Maguire of 67 Eagle Run, Mr. and Mrs. Bruce and Barbara MacLean of 4 Eagle Run, Mr. and Mrs. Paul and Gene Otterway of 44 Eagle Run, Mr. and Mrs. Robert and Carol Tedoldi of 36 Eagle Run, Mr. Roger Ouellette of 49 Eagle Run, Mr. and Mrs. William and Constance Rishell of 62 Eagle Run, and Ms. Robin Lynn Shaw and Mr. Luke Bombardier of 276 Graham Road.

Commissioner LeBlanc stated he understood concerns of the residents having lived in South Windsor since 1979. He noted houses with back yards along the main roads that can be unsightly with different kinds of fencing and should be addressed.

Commissioner Parrott asked if who ever owns a property has the right to sell to who they choose. Director Lipe agreed and clarified by targeting the property as open space in the master plan demonstrates interest the Town may have in the property but does not compel an owner to sell to the Town. It does give the Planning and Zoning Commission authority to require an open space subdivision. Open space subdivisions are allowed in an RR zone, an A-30 zone, and an AA-30 zone. They are not allowed in an A-20 zone.

Commissioner Greer questioned whether the residents on the Joseph Lane cul de sac want to be connected to the development. Attorney Alter stated the applicant has not contacted any residents on Joseph Lane. The Commissioner questioned large houses on small lots and the amount of traffic that will be generated.

Commissioner Foley asked about the idea that A-30 zoning would have a reduction in roadways and asked to see the drawings. Mr. Kroeber showed the plans with 50 % open space equaling 19.33 acres versus 20% equaling 9.28 acres. The Commissioner asked if the Open Space Task Force (OSTF) had been contacted. Attorney Alter stated there is no reason until it is within the commission's authority to indicate whether the applicant can pursue an open space subdivision. Commissioner Foley asked if the average size of the homes will be 3,500 sq ft. Mr. Karl replied the houses will range in size on average from 2,500 to 3,600 sq ft. Families in their 30's to 50's are typical with an average of two children per household.

Vice Chairman Pacekonis thanked the public for their comments which are valuable in moving forward with the application and clarified the commission does not have the power to say the property cannot be built upon. Through zoning regulations, a subdivision can be built on the land. How many houses and how the subdivision is shaped is what PZC has input. He stated he attended the last OSTF meeting and that they are anticipating the project. He quoted a statistic of 2.2 school age children per household which would add 117 kids from 53 homes to the school system or 99 kids from 45 homes. Both numbers impact school enrollment.

Vice Chair Pacekonis asked for the statistics on open space. Mr. Kroeber indicated a conventional subdivision with the existing zoning of RR and A-20 requires 20% of the land to be open space and would measure just over 9 acres. With the proposed A-30 open space subdivision the open space would measure 19.24 acres.

In response to a question regarding the Joseph Lane cul de sac, Director Lipe stated the Director of Public Works has recommended the connection to Joseph Lane for ease of servicing, emergency purposes, and to increase circulation. When Joseph Lane was built it was left as a temporary cul de sac for the potential extension into this property.

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Pacekonis asked what options the commission has concerning the open space peninsula near Lots 34 and 35 which might have been at one time planned as an access point. Ms. Lipe stated the open space subdivision regulation gives the commission the ability to mold what the open space looks like. The Vice Chair asked if with a conventional subdivision the commission will have input on whether houses can be built directly on Graham Road. Director Lipe answered conventional building lots with frontage on Graham Road can be built but there is a regulation requiring shared driveways on a collector roads.

The Vice Chair asked if under a special exception evergreen screening could be required in some of the backyards. Ms. Lipe stated an open space subdivision is permitted by special exception and the criteria allows for approval conditions to mitigate some conditions. If screening is a concern it can be included in the landscape plan for the subdivision.

Secretary Commissioner Dexter asked Director Lipe if the deed to the property could be researched and asked for clarification of lot size requirements for the different zones. The Director stated lot sizes are reduced with open space subdivisions. In an open space subdivision 50% of the land is given to open space. With A-30 zoning the lot is reduced from 30,000 to a 15,000 sq ft lot. With an RR open space subdivision the 40,000 sq ft lot of the RR zoning would be reduced to a 20,000 sq ft lot.

Commissioner Kuehnel asked to see their proposed open space areas. Mr. Kroeber showed a map indicating the areas.

Commissioner Flagg voiced concern about converting the zoning from RR to create smaller parcels. He stated he walked the land and is concerned with the potential run off and drainage, density, and the wells on nearby properties which could be impacted.

Chairman Bazzano stated the main issue appears to be whether an open space subdivision can be built with higher density. There are concerns about flooding and drainage, sidewalks, site lines and traffic which will be taken up at the time of any subdivision application. He asked to see the plans side by side. Attorney Alter described the existing A-20 zone and RR zone on one plan. He described another plan using an A-30 open space subdivision with 19 acres open space allowing for 15,000 sq ft lots yielding 53 lots and then showed another plan showing A-20 and A-30 zoning yielding 53 lots with 9 acres of open space. All can accommodate a connection to Joseph Lane and meet the requirements under subdivision regulations. An advantage of the open space subdivision is almost no lots are created on Graham or Nevers roads and will provide green space along the roads. The Chairman noted the land presently zoned A-20 would not be changing on any of the proposed plans. The buffer would measure approximately 200 ft to Graham Road. The school district is Eli Terry. The Chairman asked about the lot sizes in the Toll Brothers Glastonbury development. Mr. Karl stated the current phase of the Hebron Avenue development has 59 lots with 23 lots built in the first phase. The parcel measured just under 100 acres. The New London Turnpike development has 107 lots on 131 acres.

Vice Chairman Pacekonis asked about traffic and access points and asked to see a drawing with Joseph Lane opened. No drawing was available. He noted concerns with the criteria of impacts on the surrounding area (concerning drainage), impact on surrounding property values, and neighborhood acceptance weighted against community needs. Attorney Alter stated an erroneous assumption has been made by some voicing concerns that the land would remain undeveloped. A zone change is before the commission to determine whether a

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conventional subdivision of 45 lots or an open space subdivision of 53 lots, operating under a special exception where conditions such as screening can be imposed, would be more appropriate for the property. The attorney asked whether more open space and greater separation from Nevers and Graham roads would act to protect property values more than a conventional subdivision. He stated there has never been a down turn in property values based on a Toll Brothers subdivision and from development standards the grade on the property is between 5% and 6% and is not considered to be steep.

Commissioner Foley asked in which of the Toll Brothers developments the commissioners could see a 3,500 sq ft home on a 15,000 sq ft lot. Director Lipe offered a number of RR open space subdivisions with 20,000 sq ft lots. The Dzen Tree Farm Subdivision may have some RR and A-30 lots and some smaller lots as well. Mr. Karl stated both Glastonbury developments have a majority of 40,000 sq ft lots with 125' of frontage. There are some open space lots being developed now at the Hebron Avenue development which have 25,000 sq ft lots.

Commissioner Greer stated some of the biggest impacts are on the Strong family who will be looking at seven to eight houses in their backyard and asked if some of the open space could mitigate that. The Chairman replied that comment would be taken up at the time of the subdivision plan.

Ms. Michele Burnham who grew up at 355 Graham Road referenced the POCD and asked for the deed for the property to be researched.

The Chairman closed the public hearing at 9:44 p.m.

REGULAR MEETING / MADDEN ROOM

CALL TO ORDER: The Chairman opened the Regular Meeting at 9:48 p.m.

PUBLIC PARTICIPATION:

Mr. Dickinson of Birch Road distributed a statement (Exhibit D) encouraging the commission to require 5' sidewalks to be installed for any development on commercial roads.

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

Chairman Bazzano requested the agenda to be taken out of order so that the second item could be heard first. Commissioner Kuehnelt made a motion to take the agenda out of order. Commissioner Dexter seconded the motion. The motion carried and the vote was unanimous.

1. Request by Lindy Bigliuzzi of Kenlin LLC for an interpretation, in accordance with Section 4.1.2 'Other Permitted Uses', that the operations of *Equipment Service* business is similar to permitted uses in Table 4.1.1A in the Industrial zone (see attached letter)

Mr. Peter DeMallie, president of Design Professionals, Inc., representing Mr. Lindy Bigliuzzi with Kenlin LLC presented the request. They have an option to acquire two adjacent properties, 15 Commerce Way and 48 Sullivan Avenue, formally known as the All Phase site which is now vacant. There is a 16,000 sq ft facility on the property. The ZBA had previously approved a 10,000 sq ft addition which was never built. Kenlin LLC would like to relocate one of their entities, Equipment Service, from Hartford to this site. They have 18

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employees and expect to expand to 31. They plan to renovate the facility and add on a 7,200 sq ft addition instead of the previously approved 10,000 sq ft addition. 60 parking spaces would be available.

Mr. DeMallie asked for the commission to determine that the operations of Equipment Service are similar to permitted uses in Table 4.1.1A in the Industrial zone. Ninety percent of what they do inside the building is final stage manufacturing listed as #1 in the Table. Ten percent of their business is some service and maintenance of customer vehicles and the occasional sale of a used commercial truck or equipment.

Director Lipe stated there is a similar type of business in the general commercial zone. Town Engineer Doolittle stated there are businesses on Commerce Way that do automobile work.

Vice Chair Pacekonis asked about a hatched area on the map shown. Mr. DeMallie stated it indicates an easement to be granted to the Town at the corner of Route 5 and Sullivan Avenue for the potential of a Welcome to South Windsor sign or Christmas trees. The Vice Chair asked if there would be a dedicated display space for the described occasional sale of trucks or equipment.

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

Mr. Bigliuzzi described the final stage manufacturing process such as adding a plow to a truck body or refurbishing a truck for a municipality. They are licensed to resell parts or the vehicles. They will not have an active outdoor display area for those sales.

The Commission reached consensus that the operations described were similar to permitted uses in the Industrial zone. Mr. DeMallie requested a letter stating the proposed use is permitted.

2. Appl. 16-01P, Staybridge Suites – request by International Samarkand Hotel Group for site plan approval of a 107 units (84,703 sf) hotel, on property located at 274 Buckland Road (easterly side of Buckland Road across from LA Fitness), Buckland Gateway Development (GD) Zone

Mr. Tim Coon of J. R. Russo & Associates, LLC representing the International Samarkand Hotel Group presented the application. Members of the hotel group, traffic consultant Mr. Jim Bubaris, and members of the abutting Messiah Lutheran Church represented by Mr. Peter DeMallie were also in attendance.

Mr. Coon described the 11.9 acre site which has been used for agriculture for years and is in the Buckland Gateway Development zone. There are 5.4 acres of wetlands on the site. The upper 2.69 acres will be split and combined with an abutter to the east leaving 8.95 acres for the hotel project.

The Staybridge Suites Hotel will have four stories with 107 rooms with a 3,300 sq ft banquet facility. Access to the site will be at the existing signalized intersection across from LA Fitness. Roadway improvements will include a crossway and sidewalk, extending a left turn into the site, and providing a designated right turn lane into the site. A traffic study was prepared by Mr. Bubaris and submitted to staff. There will be an access easement connected to the entrance to provide both northern and southern abutters use of the signalized intersection and to gain access to the hotel driveway.

Landscaping and berms were described. A dumpster pad will be located in the area of the banquet facility. The site is served by public water and sewer. An easement in favor of town will run through the parking lot to provide sewer to the neighboring church and for the hotel. WPCA is in favor of the proposal which avoids major construction on Buckland Road.

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An onsite drainage system was described. Mr. Coon distributed to the commission the most recent revision to the storm water management basin. Site lighting and signage was described.

Director of Planning gave staff comments:

1. Request by International Samarkand Hotel Group for site plan approval of a 107 units (84,703 sf) hotel, on property located at 274 Buckland Road (easterly side of Buckland Road across from LA Fitness), Buckland Gateway Development (GD) Zone. The property is approximately 9 acres.
2. The hotel is proposed to be four stories, u-shaped with a central courtyard and also includes a 3,200 sf banquet facility on the southerly side of the building.
3. Maximum impervious coverage allowed is 60%, 30% proposed. Proposed building height is 48 feet; 60 feet allowed when the building is set back a minimum of 125 feet from Buckland Road.
4. Pedestrian access has been provided around the site with a sidewalk along the Buckland Road frontage, a walkway to the building as well as a crosswalk at Buckland Road.
5. The parking requirement for hotel uses is 1 space for each room requiring 107 spaces. Historically, we have required 1 sp per 50 sf for banquet/conference areas (restaurant parking requirements) requiring an additional 66 spaces, totaling 179 spaces which have been provided. I have asked the applicant to provide additional information on the banquet facility intended uses. My concern is that there is not adequate parking for the potential occupancy of the facility.
6. The Gateway Zone requires that off-street parking shall generally be distributed around buildings, and increases the landscaping requirements for parking lots between the building and Buckland Road from 10% to 12%. Proposed parking lot landscaping exceeds the requirements, with 26% in the front parking area.
7. The lighting plan includes both 20 foot high pole lighting as well as bollard lighting. Cut sheets of the lights and lighting are reviewed. Signage is proposed for both building signage and free-standing signage. The free-standing sign has not been designed at this point.
8. There is a dumpster shown to the rear of the site on a concrete pad and screened Mechanical equipment will be ground mounted. Architectural and Design Review Committee reviewed this plan on January 6. It was the consensus that the proposed hotel was an overall attractive building and forwarded a favorable review.
9. There are extensive regulated wetlands on the site. The applicant received IWA/CC approval on 9/2/15.
 - A \$20,000 bond for erosion and sediment controls; a \$10,000 bond for stormwater controls; and a for \$40,000 bond for creation, restoration, maintenance of both on-site and off-site mitigation areas.
 - Creation and maintenance of walking paths behind this facility;
 - Wetlands mitigation included: the placement of conservation easement on 990 Ellington Road; and a conservation easement along both sides of the Podunk River on 970 Ellington Road creating a riparian buffer;
 - A maintenance plan for the wetland plantings and invasive control plan must be submitted to Town Staff for review and approval.

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That letter has been reproduced on the front page of the plans.

10. The applicant has submitted a traffic study. The South Windsor Police Department have reviewed the study and plans and requested the applicant provide additional queuing space heading south for left turns into the property and requested a deceleration lane on the southerly side of the property for right hand turns into the property. The applicant has incorporated these comments into their plans.
11. This application is subject to the requirements of Section 5.5, access management, as well as the access management requirements of Gateway Zone section 4.2.3.E, in place to reduce the number of driveway cuts onto Buckland Road and mitigate the deterioration of traffic flows. Access management techniques will include shared driveways (or provisions for future shared driveways for the first site in an area); interior service drives; and other techniques included in South Windsor's access management program." To meet this requirement, the applicant is providing access easements to the properties both north and south. We would request that the standard access management approval conditions be out in place.
12. Fire Marshal and Fire Chief have reviewed the project and is satisfied with the design presented.
13. Public water and sewers are available to service the property. Water Pollution Control Authority approval.

If this application is approved, planning staff have no additional approval modifications to those already noted.

Town Engineer Doolittle gave staff comments and thanked Mr. Coon for working together to modify the detention basin which eliminates the need for fencing to surround it.

1. The sanitary sewer easement to the town needs to be labeled properly on the plans.
2. The existing driveway on the north side of the property on Buckland Road will need to be removed and curbed across.
3. A detailed plan is required for improvements on Buckland Road showing cuts and reduction in median islands to the north and the right turn lane to the south. There are landscaping and irrigation in the median island which will have to be located as part of the plan.
4. A revised traffic signal plan to accommodate the changes in traffic signal for this driveway and crosswalks is required.
5. The back basin having an overflow to a swale needs to be clearly identified to indicate where the swale goes on the property and does not go onto the church property to the north.
6. WPCA review and approval is needed. WPCA will need a measurement of developed acreage of the site west of the conservation to determine the connection charge.

Commissioner Flagg voiced concern about parking for the banquet facility with a capacity of 221 people. Mr. Coon stated parking calculations based on occupancy show one car for every three seats equaling 74 spaces. Typically 30% of people attending the banquet facility stay at the hotel which meets the parking requirement of 159 spaces. The Commissioner recommended the 4' wide sidewalks shown in the front to be increased in width to 5' to accommodate wheelchairs.

Commissioner Kuehnel asked the Director of Planning about the conservation easement.

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Vice Chairman Pacekonis asked if the mature growth trees in the southwest corner could be traded for the proposed five foot blue spruce trees. He suggested limiting the berm in order to save a few of the 80'-100' trees. Mr. Coon stated it will be a matter of how it impacts construction and suggested the only trees with potential of staying are along Buckland Road, one of which would definitely come out for sewer and sidewalk installation. Mr. Coon indicated most of the trees will interfere with construction but they will look into it.

The Vice Chair confirmed there is a provision for maintenance of the conservation easement at the back of property. Director Lipe stated it is an approval condition of IWA/CC. Seven acres of conservation easement and a buffer area along the river are being placed behind the parking lot of 970 Ellington Road which is part of the same watershed. Vice Chair Pacekonis then asked if the applicant is willing to make the front sidewalk 5' in width as suggested by Commissioner Flagg. Mr. Coon referred to the applicant, Mr. Anthony Mamontoff speaking for the hotel group, who stated the engineering will have to be discussed with Mr. Coon and they will look into it.

Parking for events was discussed. Mr. Coon stated the banquet facility is an accessory to the hotel and is used by those staying in the hotel for business conferences or weddings with 30% anticipated to be staying in the hotel. Mr. Mamontoff stated 80% - 90% of banquet facilities are built in connection to hotels and 30% - 40% of the guests usually stay in the hotel. Vice Chairman Pacekonis asked about the other times when event guests are not staying in the hotel. Mr. Mamontoff stated the chance of having the hotel fully booked and then having an event is very low but if it was to happen valets will be hired to maneuver the parking and, if necessary, will work with neighboring business' for offsite parking. Snow removal was discussed.

Chairman Bazzano asked if the group owns other hotels. Mr. Mamontoff stated they own two other hotels in another country and this is the first hotel proposed here.

Mr. DeMallie representing the abutting property to the north, Messiah Lutheran Church, stated they have supported the application before the IWA/CC and the application tonight. The layout for access management works for the church. They went jointly before WPCA informally concerning the sewer. The church is in full support of the application.

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 \$20,000 for erosion and sediment controls; a \$10,000 for stormwater controls; and a for \$40,000 for creation, restoration, maintenance of both on-site and off-site mitigation areas.
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.
6. An as-built plan is required prior to issuance of a Certificate of Occupancy per Section 9.1.3 of the Zoning Regulations.

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7. All plans used in the field by the developer must bear the stamp and authorized signature of the Town of South Windsor.
8. This approval does not constitute approval of the sanitary sewer, which can only be granted by the Water Pollution Control Authority.
9. The building street number must be included on the final plan.
10. Pavement markings must be maintained in good condition throughout the site drives and parking areas.
11. All free standing signs and/or building signs require the issuance of a sign permit before they are erected.
12. If an Office State Traffic Administration certificate is required, no building permits will be issued until the certificate has been issued (per CGS §14-311).
13. In accordance with Section 5.5.4 of the Access Management regulations:
 - An easement allowing cross access to and from the adjacent property on Buckland Road to the north and south shall be shown granting irrevocable permission to enter upon and perform all activities needed to construct the driveway, on both properties on which the driveway will be constructed.
 - At such time as a site plan is approved for the property to the immediate south, an interconnection shall be constructed in the area shown on the subject site plan OR as agreed by the two property owners and further approved by the Planning and Zoning Commission. Failure to construct the site interconnection shall be construed as a zoning violation and shall be pursued via the remedies available to the Town of zoning violations.
 - Also, in accordance with the provisions of Section 5.5.4E, the applicant shall record on the land records an agreement that remaining access rights along Buckland Road will be dedicated to the Town.
14. Engineering comments dated 2/9/16 must be incorporated into the final plans.
15. A five foot wide sidewalk along the Buckland Street frontage will be installed.

Commissioner Kuehnel seconded the motion

The motion carried and the vote was unanimous.

3. Appointment of CRCOG Representatives

Commission Stephanie Dexter will be the South Windsor representative for the CRCOG Regional Planning Commission through 12/31/16.

4. Appointment to Demolition Delay Committee

Commissioner Teri Parrott will be the PZC representative on the DDC to complete the term of former Commissioner Viney Wilson which expires on 12/31/16.

BONDS: Callings/Reductions/Settings

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1. Appl. 07-63P, SW Residence Assisted Living Stormwater Bond in the amount of \$5,000 to be reduced by \$5,000 to leave a balance of -0-.

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

MINUTES: 01/26/16 Minutes adopted by consensus

OLD BUSINESS:

OTHER BUSINESS:

CORRESPONDENCE / REPORTS:

Town Engineer Doolittle gave an update on the Barton Property.

Director Lipe distributed flyers to the commission for the CT Federation of Planning and Zoning Agencies conference.

ADJOURNMENT:

Motion to adjourn the Regular Meeting at 10:59 p.m. was made by Commissioner Pacekonis
Seconded by Chairman Flagg
The motion carried and the vote was unanimous.

Respectfully Submitted,
Lauren Zarambo
Recording Secretary