

TOWN OF SOUTH WINDSOR
PLANNING & ZONING COMMISSION

MINUTES

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NOVEMBER 12, 2019

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

ALTERNATES PRESENT: Paul Bernstein

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

PLEDGE OF ALLEGIANCE

PUBLIC HEARING / COUNCIL CHAMBERS 7:00 PM

CALL TO ORDER: Chairman Pacekonis called the Public Hearing to order at 7:00 p.m.

Secretary Commissioner Bonzani read the legal notice as it was published in the Journal Inquirer on Saturday, October 31, 2019, and Thursday, November 7, 2019.

1. **Appl. 19-48P, Scannell Properties #405, LLC** – request for Special Exception to Section 4.4.5.E and Site Plan approval for an 182,000 sf distribution facility to include outdoor product storage, to be known as 240 Ellington Road Distribution Center, on property located at 240 Ellington Road, I-291 Corridor Development zone

Mr. Benjamin Wheeler with Design Professionals, Inc. presented the request with a power point presentation with Mr. Zachary Zweifler from Scannell Properties, and Langan traffic engineer Luke Mauro.

The 182,000 sf building is being proposed on speculation for one to four tenants. The site measuring 15.96 acres will have a single entrance off Ellington Road. Trucks will circulate around the east side to the truck court and loading docks on the north side of the building. Autos will circulate to the 130 car parking lot along the southern portion of the building. The building's main entrances will be on the south side.

Phase 2 is being proposed by special exception for 69,300 sf of outdoor storage if needed, or replaced in part or in whole by tractor trailer parking. Special exception criteria has been met and is consistent with the outdoor storage approved for 360 Ellington Road. Screening for outdoor storage was described in detail.

A favorable review was given by the ADRC on November 7th with a request to tighten up the spacing of evergreen trees at the truck court and outdoor storage area. No perimeter security fencing is proposed, but an 8' high fence along the railroad tracks has been requested by the Office of State Traffic Authority (OSTA).

The site will be connected to public sewer, water, and utilities. Drainage patterns, infiltration basins, and plans for stormwater and soil erosion management were described. A fire suppression tank is required and will be located at the northeast corner of building and obscured from view.

Landscaping is proposed along the building entrances, in the parking lot, and around the wet pond and infiltration basin. A mix of trees will be planted along the west side of the building to break up the views from John Fitch Boulevard.

The majority of the site lighting will building mounted. Phase 1 will have two pole lights located at the Ellington Road entrance and one in the northwest corner of the truck court. There are three pole lights

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proposed as part of Phase 2 in the outdoor storage area. A waiver is requested to allow the pole lights in the truck court and outdoor storage to be 35 feet high. All lights will be energy efficient LED full cut off lights meeting regulations for lighting levels at property lines.

Mr. Luke Mauro from Langan Engineering prepared the traffic analysis showing no adverse impact on surrounding roadways and no road improvements required. Final approval from OSTA has not yet been received but preliminary results agree with Langan's analysis.

Town Engineering comments dated 11/8/19 will be addressed in final plans.

The building will be of pre-cast concrete in colors matching 360 Ellington Road and complimentary to the Coca Cola distribution center. Elevations were shown. A parapet wall on the southern side of the site will be 15 to 18 feet higher than the road elevation on I-291 and obscure views of the building roof and rooftop units. Views from I-291 of the outdoor storage, truck court, and loading docks will be blocked by the building. A comment from the ADRC will be addressed to break up a large dark grey area on the building with smaller treatments and designed for tenants.

Signage is proposed on the building's southeast and southwest corners, dependent on tenant make up, and a ground mounted sign with landscaping at Ellington Road.

Director of Planning Michele Lipe gave staff comments:

1. Request for Special Exception to Section 4.4.5.E and Site Plan approval for an 182,000 sf distribution facility to include the potential for outdoor product storage, to be known as 240 Ellington Road Distribution Center, on property located at 240 Ellington Road, I-291 Corridor Development zone
2. The floor plan shows the potential for open space at either end of the facility and warehouse space for a distribution facility. With unknown determined tenants, it is proposed to be developed in two phases, with the outdoor storage as a part of Phase 2 if a user has a need for it.
3. It appears that all zoning requirements have been met. Maximum impervious coverage allowed is 65% and 62% is proposed. Lot size is about 16 acres. Front yard setback for the building about 140 feet, 50 feet required.
4. The parking requirement for this building is 214 spaces. The applicant is providing 130 auto parking and 42 potential trailer spaces for Phase 2. The applicant is requesting the remaining 84 spaces as reserve spaces. They have demonstrated how the reserve spaces should be accommodated in the area shown as Phase 2.
5. The loading docks for this building are located on the northerly side of the building.
6. The Office of State Traffic Administration approval is required; and OSTA has full jurisdiction over traffic signals and road improvements on State roads. We would require any final plans submitted reflect any requirements of the State's approval.
7. The applicant has provided a colored elevation of the building and the pictures of the wall treatments that have been considered for the screening. Landscaping treatments have been included along the site's frontage which includes Ellington Road, I-291, and Route 5.
8. The proposed outdoor storage is permitted by special exception. The PZC recently amended the zoning regulations to allow this storage, in addition to the review criteria of Section 8.7, and with the following criteria:

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- Allowed as an accessory use to a product distribution center up to a maximum of 10% of the total site;
 - Outdoor storage must be screened from public street by effective architectural and/or landscape architectural elements, which may include extensions of walls, plant materials, berms, fences, or combination.
9. The Architecture and Design has reviewed the plans and was pleased with the architecture of the building, however they did suggest a minor adjustment to the center of southern elevation to break up the solid look.
- Two comments I would make – at this time there is not any fencing shown or area to accommodate a generator. In the event those items are being added, I would recommend that similar decorative fencing be used as on previous sites and the generator location be carefully chosen for aesthetics.
10. The applicant intends to have a monument sign at the Ellington Road entrance and would be allowed building signage.
11. There are no sidewalk or pathways shown on the plans. The current sidewalk plan does not call for any sidewalk along this stretch of Ellington Road. The front of the property is being graded to accommodate the biker/walker in the event a future pathway or sidewalk are ever installed.
12. All proposed lighting has full cutoff fixtures with pole height of 25' poles as well as wall paks on the buildings. Similar to other distribution facility sites, the adjacent building, the applicant has requested a waiver to be allowed to have four poles and six building mounted poles in the truck area, to be 35 foot high. The Commission can grant this waiver after finding that:
- traffic or other hazards will not be created; general property values will be conserved;
 - no adverse effects on existing uses in the area; general welfare of the community will be served;
 - no adverse environmental impacts will be created; and
 - topography of the land makes the property suitable for higher poles.
- I would note other site lighting along the street frontage is 26 feet in line with our typical lighting.
13. The site is served by public water and sewer. Water Pollution Control Authority approval is required.
14. The Fire Marshal's office has reviewed the plans and has no concerns with the proposal as presented.
15. There are no regulated wetlands on this property. The IWA/CC will be reviewing the erosion and sedimentation plan at its next meeting, November 20th. We would anticipate bonds being required for: placement and maintenance of erosion and sediment controls, and installation of storm water systems.
16. If this application is approved, the Planning Departments requests a new deed be filed combining the properties.

Town Engineer Jeff Doolittle gave staff comments:

1. Will there be a fence around the site and gate at the entrance as there was for other distribution centers recently approved on Ellington Road?
2. The heavy duty truck drive from Ellington Road to the north side has two fairly sharp curves with little to no straight tangent section between them. This reverse curve does not meet Town street standards

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and will be tight for two passing trucks. A longer tangent section could be placed between the 2 curves and the radii adjusted. Check that 2 trucks can pass on these curves.

3. The grading and drainage on the west side of the building needs to be clarified. It appears there are two CB on the west side of the driveway to pick up the drainage but the proposed contours are not clear.
4. Where will the roof leaders discharge?
5. Show more spot elevations for the concrete truck dock apron on the north side of the building.
6. The grading of the pavement and trailer spaces and outdoor storage on the north side of the building needs to be reviewed and revised to be clearer. This area will be very flat and I am not sure it can be built as shown.
7. The plans need to show the 22 foot wide emergency overflow spillway (stabilized with rip rap) from pond IB to the north as described in the drainage report.
8. A discharge outlet from the wet detention basin by Ellington Road is shown on CT DOT property along I-291. DOT approval and probably a drainage easement will be needed for this drainage discharge to be built. Where does storm drainage flow to the south from this area in Ellington Road?
9. I have some questions about the Drainage Study to discuss with the Engineer.
10. Check for conflicts between the water lines and storm drainage that cross in the entrance driveway.
11. What are the sanitary sewer flows expected from this building? Will there be any floor drains and is a oil/water separator needed?
12. The Town and our Sanitary Sewer Engineer think a 4" force main from this site toward the northeast along Ellington Road will be sufficient.
13. At this time it is not known who will install the force main in Ellington Road from this site to the northeast. The notes for the sanitary force main extension needs to be revised to delete the part that this will be "By the Town of South Windsor".
14. A generator is needed to provide emergency power for the sanitary pump station.
15. The proposed force main along Ellington Road heading northeast is planned to be off the road in the shoulder on the southeast side of the road. Revise the plans to agree with the preliminary force main plans.
16. WPCA review and approval of this plan are needed.

The Chairman asked for comments from the public in support of the application.

No one from the public spoke in favor of the application.

The Chairman asked for comments from the public with concerns or in opposition to the application.

Mr. Jared Lewis, property owner of 681 Chapel Road, spoke with concerns about traffic along Chapel Road with the approvals of new buildings and projects in the area, and asked if truck traffic can be directed toward the industrial section. As a beekeeper, Mr. Lewis requested consideration be given to the type of plants to be planted since prime land is being removed for honeybees.

The Chairman asked for comments from commissioners.

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Alternate Commissioner Bernstein asked about traffic issues with the potential of four tenants and recently approved 360 Ellington Road and Coca Cola distribution centers. Mr. Luke Mauro estimated this facility could generate about 50 total trips in peak hours in the afternoon with most truck traffic going south onto I-291, and approximately 5 cars traveling on Chapel Road. Trip generation for this specific use is 300 total trips per day with approximately 25 to 30 trucks a day. Mr. Wheeler clarified the numbers are based on building size rather than the number of tenants.

Commissioner Wagner asked about the outdoor storage and screening for Phase 2. Mr. Wheeler referenced the outdoor storage height restrictions for 360 Ellington Road and described this site as set back further with existing trees at the east end and buildings to help with screening. All of the proposed screening plants will be installed in Phase 1. Director Lipe recommended crafting an approval condition that screening is reviewed when outdoor storage is proposed. Commissioner Wagner discussed the concern of the beekeeper and asked about plans to support rooftop solar arrays with Mr. Wheeler.

Vice Chairman Foley discussed the impact of traffic and asked if signage can be used to direct trucks. Director Lipe stated the local traffic authority would make any decisions about signage and traffic control. The Vice Chairman discussed OSTA requested fencing along the rail line with Mr. Wheeler.

Commissioner Bonzani discussed with Mr. Wheeler issues about the detention pond in front of Coca Cola and how basins will be handled on this site. Truck traffic was discussed with Director Lipe. There is no plan for a rail spur at this location.

Commissioner Flagg asked Mr. Wheeler about separate entrances into the building for multiple tenants.

Chairman Pacekonis brought up viewing the outdoor storage from Route 5 and asked about the planting height and spacing of trees. Mr. Wheeler described evergreen trees 6 to 8 feet tall at time of planting. The Chairman voiced a concern about viewing the 24' high storage from Route 5. Mr. Wheeler noted the infiltration basin between the outdoor storage area and Route 5, and that the outdoor storage does not come up to where the trees are so one will have to look up and over the trees in order to see the storage. At initial planting the storage may be seen but there will be tree growth of one to two feet a year, growing up to 40 to 50 feet tall, planted 15 feet apart at initial planting. The Chairman requested 10 foot spacing. The Chairman discussed views of the rooftop units from I-291 and noted that Mr. Wheeler stated the parapet wall is taller than the exit ramp when exiting I-291. Mr. Wheeler stated at the highest point, at the overpass over Route 5, the parapet wall elevation is 15 feet higher than the grade of the road on the highway. The roof elevation is not right at that top but is recessed four to five feet on a single slope roof, sloping from south to north. The units further away from the south elevation will be even lower compared with the top of the parapet wall. The Chairman requested a pollinator garden measuring at least 100 square feet to be planted on the site, and the applicant agreed.

Vice Chairman Foley requested beefed up landscaping with irrigation on Ellington Road. Mr. Wheeler stated irrigation will be installed if it is a condition of approval.

The Chairman closed the public hearing at 8:05 p.m.

REGULAR MEETING / MADDEN ROOM

CALL TO ORDER: Chairman Pacekonis called the regular meeting to order at 8:10 p.m.

PUBLIC PARTICIPATION:

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

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1. Annual Organization Meeting

a. Election of Officers

Commissioner Bonzani nominated Bart Pacekonis for Chairman. Seconded by Commissioner Wagner. Nominations were closed.

Having no opposition, the secretary casts one ballot for Bart Pacekonis for Chairman, and the vote was unanimous.

Commissioner Dexter nominated Kevin Foley for Vice Chairman. Seconded by Commissioner Flagg. Nominations were closed.

Having no opposition, the secretary casts one ballot for Kevin Foley for Vice Chairman, and the vote was unanimous.

Commissioner Flagg nominated Frank Bonzani for Secretary. Seconded by Commissioner Wagner. Nominations were closed.

Having no opposition, the secretary casts one ballot for Frank Bonzani for Secretary, and the vote was unanimous.

b. Review of Bylaws accepted by consensus

c. Review of 2020 Meeting Dates accepted by consensus

2. Request from Mannarino Builder Inc. - for a waiver to Section C 3.c(1) of the Subdivision Regulations for the extension of the Maskel Road a cul-de-sac (as a temporary cul de sac) to the northern property boundary on property located at 388 Abbe Road and 248 Maskel Road, RR and A-30 zone (narrative enclosed)

Mr. Dana Steele with JR Russo and Associates on behalf of Mannarino Builders Inc. presented the cul-de-sac waiver request describing the Abbe Road and Maskel Road location and existing cul-de-sac. Clarification was requested for which open space subdivision option was preferred by the Commission. Mr. Steele noted Option A is preferred by the developer and neighbors but requires a waiver to extend the existing cul-de-sac. Pros and cons of both options were described.

Director of Planning gave staff comments noting a subdivision waiver requires a super majority vote by the Commission. From a Planning standpoint, there is a preference to see the road come out to Abbe Road at the 50 foot right of way. The POCD suggests enhancing road connectivity and minimize the use of cul-de-sacs. A road connection will allow access to the additional open space from Abbe Road. Two staff comments were read into the record from Environmental Planner Jeff Folger and School Board Transportation Coordinator Marleen Pouliot. Director Lipe stated both the Fire Marshal and Chief of Police were consulted and voiced preferences for the road connection for access.

Town Engineer Jeff Doolittle gave staff comments stating Public Works does not support the waiver request and prefers Maskel Road connecting to Abbe Road where there is already a viable connection. The standard for the length of cul-de-sacs is 600 feet and regulations allow extensions up to 1,500 feet when a cul-de-sac is temporary. There are 175 cul-de-sacs in South Windsor with 100 measuring 600 feet or less. This would be one of the longest cul-de-sac extensions. The regulations are in place for safety in time of accidents and service of residents for snow plowing and trash removal.

Commissioners asked questions and after discussion, concluded not to grant the waiver request to extend the Maskel Road cul-de-sac beyond 1,500 feet.

Commissioner Wagner made a motion to deny the waiver request.

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Commissioner Dexter seconded the motion.
The motion carried and the vote was unanimous.

- 3. Appl. 19-48P, Scannell Properties #405, LLC** – request for Special Exception to Section 4.4.5.E and Site Plan approval for an 182,000 sf distribution facility to include outdoor product storage, to be known as 240 Ellington Road Distribution Center, on property located at 240 Ellington Road, I-291 Corridor Development zone

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 for compliance with the erosion and sediment control measures and to ensure establishment of storm water system.
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. Engineering comments dated 11/8/19 must be incorporated into the final plans.
13. A waiver to Section 6.3.3.F has been granted to allow exterior light poles within the perimeter of the site to be 35 feet in height.
14. A deed combining all the properties into one lot shall be submitted. The property address shall be 240 Ellington Road.
15. Revised architectural elevation shall be submitted addressing ADRC's comments of the middle section of the southern elevation.
16. Outdoor storage has been approved in Phase 2; however the applicant shall submit an outdoor storage screening plan to the Commission for final approval at that time.
17. Screening trees along the railroad ROW shall be shown 10 feet on center and planted in staggered rows.
18. A landscape area, measuring a minimum of 100 square feet, shall be dedicated to plantings that support pollinators.

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19. Additional landscaping and irrigation shall be added along the Ellington Road frontage to enhance the front detention pond.

Commissioner Flagg seconded the motion
The motion carried and the vote was unanimous.

BONDS: Callings/Reductions/Settings

IWACC Bonds

1. Appl. 17-28P, Schoolhouse Drive E&S Bond in the amount of \$20,000 to be reduced by \$20,000 to leave a balance of -0-.
2. Appl. 17-28P, Schoolhouse Drive Stormwater Bond in the amount of \$10,000 to be reduced by \$10,000 to leave a balance of -0-.

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

3. Appl. 18-33P, Electro Methods E&S Bond in the amount of \$10,000 to be reduced by \$10,000 to leave a balance of -0-.
4. Appl. 19-29W, Electro Methods E&S Bond in the amount of \$2,000 to be reduced by \$2,000 to leave a balance of -0-.

Commissioner Dexter made a motion to release the above mentioned bonds. Commissioner Bonzani seconded the motion. The motion carried and the vote was unanimous.

MINUTES: 10/15/19 and 10/22/19 accepted by consensus

OLD BUSINESS: *see page 2*

APPLICATIONS OFFICIALLY RECEIVED:

1. **Appl. 19-52P, Evergreen Walk, LLC** – request to modify the Evergreen Walk General Plan of Development for a 161,000 +/- sf store on including a gas station on Unit 12 (combining retail sf originally shown on Units 4, 9, 12 and 13), on property located at 151 Buckland Road, Buckland Gateway Development Zone
2. **Appl. 19-53P, Kuhns Family Properties LLC** – request for renewal of a two year temporary and conditional permit for the storage of up to 50 campers on property located at L001 and L002 Schweir Road, I zone
3. **Appl. 19-54P, Buckland East, LLC** – request for The Gateway General Plan of Development for a mixed retail and office development with approximately 36,700 sf of retail space and 85,700 sf of office space, on property located at 200 Gateway Boulevard (formally 190 Buckland Road), 218, 240 and 274 Buckland Road, Buckland Road Gateway Development Zone

OTHER BUSINESS:

Director Lipe reported the new 4-way stop at Evergreen Way and Tamarack Avenue in Evergreen Walk has been installed, is working, and bond can be released.

Appl. 19-52, Evergreen Walk General Plan Modification has been withdrawn.

Director Lipe noted commissioners who attended the advanced land use training suggested updates to the zoning regulations to remove waivers which have been identified in the regulations to be considered.

The area for seasonal maintenance equipment at Evergreen Walk will include a warming trailer this year.

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Appl. 19-54P has been received for The Gateway General Plan of Development.

Sign regulations are under review by the Zoning Enforcement Officer and the public hearing will continue when Commission suggested revisions are incorporated.

Commissioners discussed the potential of truck traffic effecting residents from the three new Ellington Road distribution centers, which the Director Lipe will discuss with Town Staff at the next monthly meeting.

CORRESPONDENCE / REPORTS:

ADJOURNMENT:

Motion to adjourn was made by Commissioner Flagg at 9:10 p.m.

Vice Chairman Foley seconded the motion.

The motion carried and the vote was unanimous.

Respectfully Submitted,

Lauren L. Zarambo,
Recording Secretary