

TOWN OF SOUTH WINDSOR
PLANNING & ZONING COMMISSION

MINUTES

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DECEMBER 10, 2019

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

ALTERNATES PRESENT: Michael LeBlanc, 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.

1. **Appl. 19-47P, Design Professionals, Inc.** – request for a Zoning Text Amendment to add new Section 5.10 Sullivan Avenue Mixed-Use Development Overlay Zone which includes Purpose, Site Design requirements, and General Standards to allow for compatible residential and commercial mixed-use developments to revitalize properties fronting on Sullivan Avenue; Modify Section 4.4.4A Permitted Commercial and Industrial Uses to allow for Mixed-Use Developments by Special Exception; Modify Table 4.1.6A Commercial and Industrial Area to add a 5 acre minimum and other bulk requirements (Continued from 11/26/19)

Mr. Peter DeMallie, applicant and President of Design Professionals, Inc., continued the presentation from the November 26th public hearing with Mr. Bob Reibeck, CEO of Geisslers, Mr. Gregg Nanni of Prospect Enterprises, and QA+M Architect Mr. Tom Arcari.

Mr. DeMallie gave an overview of the changes made and revisions to the text amendment, made in consultation with Director of Planning Lipe. A 50/50 mix of one and two bedroom luxury apartments had been proposed and targeted to young graduates in the work force, many of whom share apartments, and empty nesters who want and need two bedroom units. Heeding Commission direction, the applicant can reduce the number of two bedroom units to 40%, their preference, or 35%, recommended by some commissioners. Options for different bedroom and unit counts from project architect Tom Arcari were described. The applicant prefers the 40% option given their understanding of the market.

The value of the development has been updated to \$30,000,000. The cost of the luxury apartments has been increased to \$20,000,000 with the kitchens proposed and \$10,000,000 for the commercial. Costs will be higher if a gas station tenant is secured and with the build out of the bank building. Annual taxes and one time fees for the development were described.

Half the apartments in the development will be accommodated in two buildings with elevators.

The plan is consistent with the POCD which calls for mixed-use, commercial and residential, in the General Commercial zone along Sullivan Avenue.

Special Exception approval has been added to the text amendment for site plans.

The text has been edited to include most of the changes suggested by Commissioner Wagner for pedestrian and bicycle circulation and parking.

The requirement for affordable housing (Item K) has been changed so that all residential development requires 10% affordable units at 80% of the area median income.

In Item O, the required number of parking spaces has been increased to an average of 1.7 spaces per unit plus shared parking with adjoining commercial uses and is shown in Table 6.4.3A.

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The minimal parcel size has been increased to 10 acres (Item Q) and frontage increased from 100 to 500 feet greatly restricting the number available sites under this current proposal. Should the Commission like to limit the amendment to the Geisslers project, lot size can be increased to 15 acres.

Residential buildings adjacent to a single family zone or development shall not exceed 2 ½ stories (Item T).

Mr. Reibeck stated they have heard the Commission's concerns and recounted their last renovation at Geisslers in the summer of 1998 when the plaza was vibrant and described the plaza's disintegration over time. In working with Mr. Nanni the plan to redevelop the plaza and Geisslers has evolved into a synergetic full plaza with residents nearby. The fourth generation of the Geisslers is eager to continue their parents' success with their seven store family operated chain but acknowledges the financial risk that can be lessened with the residential part of the plan which is key.

Director of Planning Michele Lipe had no additional staff comments.

Town Engineer Jeff Doolittle had no additional staff comments.

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

Mrs. Karen Wagner, resident of 181 Tumble Brook Drive and Chairperson of the Mass Transit and Highway Advisory Commission read a letter from the Advisory Commission regarding bus shelters (Exhibit A).

Mr. Robert Dickinson of 19 Birch Road spoke in support of a good bicycle and pedestrian infrastructure of multi-use paths along Sullivan Avenue, which will make it easier for people in adjacent areas to get to a future bus stop. Mr. Dickinson suggested when the apartments are built there is consideration of putting in solar carports. Electricity generated could be part of a lease agreement with Geisslers to use the electricity produced.

Mrs. Daryl Ramsey of 1688 Main Street spoke in favor of the project and asked, if it is not approved, how long will residents have to look at an empty dilapidated plaza? Geisslers is local, family owned, and does everything to support South Windsor from the girl scouts to sponsoring the Wood Memorial Library, the Police Department, Fire Department, and seniors in South Windsor.

Mrs. Honora Futtner of 1629 Main Street spoke in favor of Geisslers as long time customers and in support of the idea of solar carports.

Mr. Andrew Paterna of 301 Strawberry Lane noted changes made by the developer are meeting the Commission half way on a project entirely positive for South Windsor and spoke about the fiscal benefits for the community. New compact developments with a mix of uses are going up across the state and reducing sprawl. At the core of their success is housing density, which is key to making developments walkable and vibrant, and provides economic stability to the community by paying for infrastructure and services such as sidewalks, bike paths, and bus routes. Paterna asked that a vote on the amendment be added to the agenda.

Mr. Christopher Healey of 6 Beelzebub Road spoke in support of the project and the text amendment as an employee of Geisslers and on behalf of customers.

Mrs. Lisa Damiano of 17 Brookfield Street spoke in support of the project moving forward from her perspective as a real estate agent. Statistics were cited showing single family home sales not rental properties add to the number of residents. She voiced concern about limiting two bedroom apartments since in her thirty year experience in real estate no one has ever asked for an efficiency unit.

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Mrs. Daria Plummer of 235 Orchard Hill Drive thanked everyone for caring about South Windsor and noted speakers at the last meeting were from all over town, and the support and approval for the project from the EDC, Town Council, and the Chamber of Commerce. She encouraged the vote for the text amendment to be added to the agenda.

Mrs. Janice Snyder of 191 Bourbon Street voiced concern about reducing the number of two bedroom units in the plan and encouraged a vote on the amendment be added to the agenda.

Mrs. Damiano spoke a second time thanking Geisslers for wanting to invest in South Windsor, and for adding one and two bedroom rental units to fill the market demand for rentals in South Windsor. She asked the Commission to add a vote for the amendment to their agenda.

The Chairman asked for comments in opposition or with concerns about the application.

No one from the public spoke in opposition.

Secretary Commissioner Bonzani read a letter from South Windsor Walk & Wheel Ways Chairperson Ginny Hole regarding suggested pedestrian improvements (Exhibit B).

Commissioner Dexter and Secretary Commissioner Bonzani read letters written in support from Mrs. Nancy Veilleux of 60 Griffin Road (Exhibit C), Mrs. Arlene Hornat of 566 Ellington Road (Exhibit D), and Mr. Marek Kozikowski of 863 Clark Street (Exhibit E).

The Chairman asked for comments from commissioners.

Alternate Commissioner Bernstein deferred to other commissioners about the number of bedroom units needed but noted the worst scenario would be to build something that does not rent and asked Mr. DeMallie about any data they use to determine for what type of apartments there is a demand. Mr. DeMallie stated, with the limited information they have, they are comfortable in the proposals submitted. There are no developments in South Windsor with studios but noted the success of one bedroom and efficiencies built in Hartford. If it is to be tested in South Windsor, it should be a modest number. Their design team will be looking at the exact mix of one bedroom and studios more closely at time of application but they cannot go forward with a project that is not financeable. Commissioner Bernstein stated the market place should drive the project rather than if it is built, they will come.

Commissioner Wagner discussed the wording of paragraph B1 with Mr. DeMallie and Director Lipe regarding shared utilities. Commissioner Wagner stated since he did not attend the November 26th meeting, he had reviewed the minutes and listened to the entire audio tape and thought comments from the public and commissioners were very informative, educated, and appreciated. He stated he would be happy with 50% one bedroom and 50% two bedroom units, and is glad there is not a required minimum number of efficiencies. The Commissioner voiced support for the bus shelter wording and to see a bus shelter indicated on a site plan, and noted if solar carports are built on two separate properties a separate section of PURA regulations apply. Where sidewalks would be required along Sullivan Avenue was discussed. Commissioner Wagner stated he looked forward to any input about whether there is a market in the suburbs for efficiency units.

Commissioner Greer voiced appreciation for the changes made to the text amendment that he is leaning toward. He noted his concern about how the apartments will look in 20 years and having apartments up and down Sullivan Avenue. Mr. DeMallie suggested if there are reservations about anything beyond Geisslers plaza, text wording can be changed to a 15 acre minimum site requirement. Mr. Ben Wheeler from Design Professionals stated he lives near the plaza and questioned what the plaza will look like in five years if it is

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not improved. The best plan for the town is to move ahead with the text amendment to revitalize the area to be proud of decades from now.

Vice Chairman Foley stated he is pleased with the considerations made to the number of two bedroom units and that the Commission wants this to succeed, but the concern with two bedroom units is Eli Terry School which was just approved, and two months later needed additional classrooms at an additional cost of \$1,500,000. Statistics were cited and the fiduciary responsibility of the Commission noted in making good planning decisions. The Vice Chair asked Town Manager Maniscalco about the development's effect on the town's credit rating. The Town Manager explained willingness of the community to support the business sector to do redevelopment and economic development is a key factor in going from AA+ to AAA rating, which will translate in hundreds of thousands dollars in savings in interest rates going forward for taxpayers and residents. Vice Chairman Foley asked if tax abatements had been offered to the developer. The Town Manager described the process projects will take by going through the Planning & Zoning approval process before conversations about tax abatement begin.

Commissioner Bonzani voiced appreciation for reducing the number of two bedroom units and repeated the concern the Commission has about overburdening the school district. Mr. DeMallie asked the Commission to appreciate how the developer's risk factor increases with the changes.

Commissioner Dexter voiced appreciation that Special Exception has been added to the text for site plan approval and the revised affordability calculation and stated "This commissioner is not going to be held hostage for development in this town because of school enrollment."

Commissioner Flagg voiced appreciation for the changes made for 35% and 40% two bedroom options and echoed concern about aging apartment complexes, and Eli Terry school enrollment numbers. Mr. DeMallie noted the effect of limiting the minimum site size to 15 acres.

Alternate Commissioner LeBlanc noted he did not attend the November 26th meeting but did review the minutes and materials sent about the amendment. He voiced support for the long overdue redevelopment of the plaza and reservation about the apartments that he hopes will look as good 25 years from now as when they are built.

Chairman Pacekonis thanked the applicant for the changes made and asked how to keep the new development shiny and bright over the coming years. Mr. Nanni offered assurance that the project requires it will be maintained in a high standard because it is being privately financed. The tenants of the shopping center will pay for the maintenance of plaza for snow removal, upkeep and upgrades. Their company has a fifty year track record of owning and maintaining properties like this in affluent suburbs in prominent locations with good tenants. The apartments are a \$19,500,000 investment and in order to maintain the rents necessary to pay the debt and capital they have to be maintained in a very high standard. The Chairman asked to know what other properties the developer maintains so they could be looked at, and stated he was looking for a ten year renovation plan and agreed with Mr. Nanni that such a plan could be requested in a site plan approval process.

The affordability plan and buffer plan were discussed. Chairman Pacekonis asked to add wording to paragraph B1 for low impact development measures regarding electric charging stations to add the word 'adequate' to electric vehicle charging stations. He asked that visitor parking and oversize vehicle parking be addressed in future site plan applications. Chairman Pacekonis requested Commissioner Wagner read his full comment regarding solar projects that cross a property boundary becoming a utility subject to higher rates.

The Chairman noted the Commission has to look at, not only, what is marketable but what is needed as written in the Town Plan of Conservation and Development, which looks for all types of housing to be

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provided. The Chairman noted there is presently not much available for single people in South Windsor, and asked for a specific number of efficiencies to be provided in their plan. Mr. DeMallie noted 12% equated to 15 units was in their first scenario.

Mr. DeMallie clarified that the regulation would allow for the residential portion of development to be on its own parcel separate from the commercial portion of the project.

Commissioner Wagner brought up the requests to add voting on the amendment to the agenda, which appears to be already pretty full. Chairman Pacekonis noted their full agenda was the reason the text amendment was not added to the Regular Meeting agenda that also includes additional items for discussion.

Chairman Pacekonis closed the public hearing at 8:37 p.m.

REGULAR MEETING / MADDEN ROOM

CALL TO ORDER: Chairman Pacekonis called the regular meeting to order at 8:41 p.m.

PUBLIC PARTICIPATION:

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

1. **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

Director Lipe presented the application and gave staff comments:

1. A request for a renewal of a two year temporary and conditional permit for the storage of approximately 50 new campers, on approximately 2 acres located at L001 and L002 Schweir Road, I zone. The PZC had approved this storage for overflow from the Route 5 site, however how this request would be to allow storage of campers, open to the general public.
2. Sales and storage of recreational vehicles are allowed in the General Commercial zone GC; however there is no provision for storage yards in the I zone.
3. The site is currently vacant and has a fenced area with a flat site. There is an existing curb cut that will be utilized to bring the campers in and out of the site. The proposed area for RV storage will be entirely within the fenced area.
4. 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 two years. Such approval may be given after a Public Hearing if, in the judgment of the Commission, the public convenience and welfare will be substantially served, and the appropriate use of neighboring property will not be substantially or permanently injured, and traffic and other hazards will not result from such use.”

If this renewal is approved, there are no requested modifications.

Commissioner Wagner asked if there are protections in place to not allow anyone to live in the campers on site. Director Lipe stated the site is for storage only and there are zoning regulations prohibiting anyone from living in the trailers and would be subject to zoning enforcement.

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

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1. The Temporary and Condition permit will expire on 12/10/21 and will have to be renewed that time if the use is to continue.

Commissioner Flagg seconded the motion

The motion carried and the vote was unanimous.

2. Appl. 18-29, HarborChase Assisted Living Facility – discussion regarding removal of tree along Buckland Road

Mr. Ron Bomengen of Fuss & O'Neill summarized the letter from Mr. Peter Hankard, arborist from Marchion & Faucher Enterprises, Inc., and described the trees and site.

Commissioners discussed the trees and plan with Town Staff. Chairman Pacekonis requested any future developments be designed around significant trees on site.

Commissioner Wagner made a motion to approve the change order.

Commissioner Dexter seconded the motion

The motion carried and the vote was unanimous.

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 (see enclosed utility narrative and traffic analysis)

Mr. Benjamin Tripp, Director of Development for Metro Realty Group with Mr. Benjamin Wheeler of Design Professionals, Inc., and Mr. Kwesi Brown, traffic engineer from Milone & MacBroom, presented a power point presentation for the general plan of development for The Gateway.

Mr. Tripp described the 20 acre site showing a site map made up of four parcels, 190, 218, 240, and 274 Buckland Road. The Chase Bank and Aldi Supermarket previously received site plan approvals. Gateway Boulevard, the circulation drive through the development, was shown continuing to the north to two medical office buildings measuring 30,000 square feet and 25,000 square feet, and back to the front of the site to two twin 19,400 square foot single story multi-tenant retail buildings. Another 30,000 square foot medical office building is also proposed at the most northern section of the site. Mr. Tripp noted recent engineering comments indicate an excess of parking over the requirement for four spaces per 1,000 square feet, however, Metro Realty's experience with medical office buildings use 5 and retail uses 6 spaces per 1,000 square feet. Preliminary architectural elevations of the retail buildings were shown featuring distinctive end cap restaurant tenant spaces. The high end construction is meant to be highly visible from Buckland Road and will be developed with ADRC and Town staff input.

Commissioner Wagner noted accommodations for bicycles should be included on future plans.

Chairman Pacekonis noted regulations preventing parking to be loaded on one side of a building, which needs to be finished on all four sides. Director Lipe stated only retail buildings require parking around three sides of a building.

Commissioner LeBlanc noted the parking appears excessive and discussed parking requirements with the applicant.

Mr. Tripp stated their goal is to reduce the required 65 foot setback from Buckland Road to 30 feet by using 'above and beyond' landscaping for the 30 feet after which would be an additional row of parking. This plan

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is to accommodate tenants who prefer to be as close to Buckland Road as possible with parking at the front of their building. Commissioners discussed the current uniformity of Buckland Road setbacks.

Mr. Wheeler noted the general plan of development is subject to change during site plan development and engineering and will be used to market the site to tenants. Full engineered site plans for one or multiple buildings will have to conform to this general plan or the applicant will come back with modifications to the general plan.

Director Lipe gave staff comments:

1. Request for General Plan of Development approval for of development on 23.7 acres on the east side of Buckland Road, Buckland Gateway zone. The purpose of a General Plan is to provide for Commission approval at an early stage in the planning of a project, before extensive engineering is completed. The amount of detail required at this stage is minimal; however, the Commission must be satisfied that you have enough information to make an informed decision.
2. An approved General Plan is valid for up to five years. Prior to any actual building or site construction, a full site plan of development that is in conformance with the approved general plan must be submitted and approved by the Commission.
3. The stated purpose of the Buckland Gateway zone is “to create an attractive entrance to South Windsor. This zone should foster high-quality development of businesses and sites, with careful attention to the appearance of buildings and surrounding site.” The stated general concepts include:
 - Sites developed under this zone are intended to be carefully planned, both within the site’s own boundaries and in relation to surrounding properties and the entire Gateway zone.
 - Retail design determines much of the character and attractiveness of major streetscapes. In recognition of this, the Gateway zone includes special standards and guidelines for retail developments. These retail standards and objectives require a basic level of architectural variety, compatible scale, and mitigation of negative impacts. All building elevations that are visible from a public street must be attractively designed, with windows and/or other architectural elements and features such that no visible elevation looks like the back of a building.
 - Avoidance of prototypical franchise-type buildings unless the building truly demonstrates architectural excellence.
 - Access management, in order to reduce the number of driveway cuts onto Buckland Road and mitigate the deterioration of traffic flow generally caused by driveways on arterial streets.
 - Shared retention/detention basins.
4. The access management requirements of Section 3.A, Sullivan Avenue-Buckland Road Corridor, apply to this application. The number of driveways on a commercial site with more than 450 feet of frontage is limited to two by this regulation. Also, under this provision, accommodation for access to the property to the north will have to be made.
5. The traffic report indicates that about 21,000 new daily trips will be generated by the development as proposed. That traffic will be distributed over the new street network, with the three access points along Buckland Road; two that are signalized. OSTA approval is required. OSTA customarily issues its final recommendations and permit after approval from PZC has been obtained.

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6. Pedestrian access has been provided throughout the site, in the form of walkways. We would request a sidewalk be added along Buckland Road frontage.
7. Maximum impervious coverage allowed is 60%. With full development, proposed impervious coverage is about 50%. There is a requirement in the Gateway zone that area reserved for open space and set aside to meet impervious coverage requirements shall be distributed throughout the site in such a manner that the land is visible from public streets and/or useable (for example, for pedestrian circulation, outdoor entertainment and cultural events, bandshell, or arts/crafts shows).
8. The Gateway zone allows increased height for increased setback from Buckland Road. It appears that all of the retail buildings are proposed to be one or two stories. The office buildings are shown to be one story.
9. Required parking is approximately 527 spaces, with 623 to be provided. The Gateway zone regulation notes that it is the intent of this regulation to create off-street parking that is creative and to achieve attractive, innovative parking layouts that will accent and highlight buildings and features of the zone. The view of parking areas from Buckland Road shall be minimized through the use of perimeter landscaping and berms. To the fullest extent possible, existing trees shall be saved by appropriate welling and mounding. Other landscaping elements such as decorative fencing, sculpture, fountains, stone walls, or attractive walkways and pedestrian spaces are highly encouraged. Off-street parking must generally be distributed around buildings.
10. Existing trees and hedgerows must be incorporated into site design and preserved to the maximum extent possible. The applicant should be aware that at the site plan stage, tree and hedgerow preservation must be satisfactorily addressed.
11. We want to emphasize that outdoor storage is not permitted in the Gateway zone. All business must be conducted within completely enclosed buildings, with a few exceptions such as seasonal outdoor dining and outside display on the interior part of a pedestrian environment, such as a village-style shopping center.
12. Coordinated decorative lighting should be used throughout this development will set the standard for the remainder of the zone. A 75-foot buffer is required along residential zone boundaries and has been shown on the development plan.
13. There are regulated wetlands on the site, although they have not been shown on the plans in front of you. IWA/CC has no process by which to address a general plan, so IWA/CC approval is required at the site plan stage. Jeff Folger submitted the following for the record:
 14. Public water is available in Buckland Road. Public sewerage is proposed via a private sewer line that is being constructed as a part of Gateway Boulevard, although it is also available in Buckland Road.
 15. If this General Plan is approved, Planning Dept. requests the following approval modifications in addition to items already noted:
 - Wetland boundaries should be shown on the general plan
 - Sidewalks along Buckland Road shall be provided;
 - Access provisions for the property to the north shall be provided;
 - Construction phasing should be indicated on the plan.

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Director Lipe read a memo dated 12/10/19 from Senior Environmental Planner Jeff Folger regarding the wetlands on the site:

The east side of Buckland Road contains bands of wetlands and wetland soils throughout the central portion of the site running north to south. Many of the wetland area have been altered due to past agricultural practices.

The proposed master plan is predicated upon a significant amount of area containing wetland soils to be eliminated. In the past, mitigation in the form of wetland creation, enhancement or restoration of depleted wetlands, and protective easements placed on areas of ecological significance have been used to compensate for the unavoidable loss of wetlands to accomplish a particular project.

The current proposed Master Plan anticipates site plan acceptance and approval by the South Windsor Inland Wetland Commission.

Commissioner Dexter made motion to extend the regular meeting to 10 p.m.

Commissioner Flagg seconded the motion

The motion carried and the vote was unanimous.

Town Engineer Doolittle gave staff comments:

1. The cover sheet shows an excess of 116 proposed parking spaces. Why are so many extra parking spaces proposed and are they really needed? Only those parking spaces really needed most of the time should be built and paved. Extra spaces that may only be used a few days a year should be held in reserve areas or put in pervious grass or paver areas instead of pavement.
2. Will this site drive be a continuation of Gateway Boulevard or have another name?
3. How will traffic pass through the narrow paved area between the northern proposed office building and the northern proposed retail building? This looks like it may be one way but is not marked. The main site drives here all need to accommodate two-way traffic throughout. Any one-way drives should be off the main drives and clearly marked.
4. Where will the stormwater outlet from the underground detention chambers?
5. A stormwater analysis will be required to show the stormwater from this developed area does not adversely impact the Town's system or other downstream drainage systems per the Town and State standards.
6. The public sanitary sewer along Buckland Road has been installed to the north end of #218. This sewer needs to be extended north along the front of all this property to serve this area and other property to the north. The private sewers shown along Gateway Boulevard may also be extended north to serve part of this development, if that is desired.
7. Any restaurants proposed will need to have properly sized grease interceptors with inspection manholes and access easements for the Town.
8. Easements to the Town may be necessary in this development for stormwater drainage connections, traffic control equipment, access, sanitary sewers, sidewalks, etc.

I would expect these comments to be addressed with a site plan submission.

Commissioner Wagner asked about the two-way drive between the two buildings, which Mr. Wheeler measured to be 24 feet wide at its narrowest point.

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Commissioners discussed the plan for the location of the medical office and retail buildings. Mr. Wheeler noted the traffic report indicates the current turn lane is adequate for the development, but the applicant is committed to improving the southbound left turn lane at Cedar Avenue to provide the same length as the left turn lane at Hemlock Avenue for Chase and Aldi. Chairman Pacekonis asked that the issue of cars not having the ability to get to the turn lane before the light changes is addressed, which Mr. Wheeler stated would be taken up with site plan applications.

Commissioner Wagner made motion to approve with the following conditions:

1. Site Plan of Development approval is required prior to construction, per Section 4.2.15D of the zoning regulations. Construction phasing must be included on the Site Plan of Development if appropriate.
2. No building permits will be issued until any required OSTA certificate has been issued (per CGS 14-311).
3. The Commission notes that this approval is for a General Plan of Development, which does not address all engineering and site design details. The applicant must submit an application for Site Plan of Development approval, at which time the Commission will review all specific details of the project, including, but not limited to, the following concerns raised during the General Plan application process:
 - Wetland boundaries should be shown on the general plan;
 - Sidewalks along Buckland Road shall be provided; and
 - Access provisions for the property to the north shall be provided.
4. Engineering comments dated 12/10/19 must be incorporated into the site plan.

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

BONDS: Callings/Reductions/Settings

MINUTES: 11/12/19 with correction noted by Chairman Pacekonis and 11/26/19 accepted by consensus.

OLD BUSINESS: *see page 2*

APPLICATIONS OFFICIALLY RECEIVED:

1. **Appl. 19-57P, 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. 19-58P, Evergreen Walk LLC** – request for a text amendment to modify Section 4.2.15 A(2) 2 of the zoning regulations to increase the number of residential units from 200 to 440 units; and to modify Section 4.2.15 (A) 2 (c) to eliminate the requirement of the 2:1 ratio of residential to commercial uses within a Development Area plan, instead allowing the ratio to be met through the General Plan

OTHER BUSINESS:

Commissioners discussed the request for a resolution from Town Council for the Commission to stay upstairs in Council Chambers so that meetings are filmed for live stream. Vice Chairman Foley noted the Commission works better in the Madden Room format. Commissioner Wagner suggested if videotaping is requested equipment could be added. Commissioner LeBlanc stated the horseshoe format of the Madden Room works so that the commissioners can see and communicate with each other and is where most

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meetings are held. Commissioner Flagg agreed if they want to video tape all the meetings, cameras need to be brought down to the Madden Room. Director Lipe offered to convey any message from the Commission to the Town Manager or to Town Council so they know the Commission's concerns. Vice Chairman Foley noted the Commission is a bipartisan group and they would like to keep it that way, working successfully for 26,000 people. Commissioner Wagner stated it would be extremely difficult to do what the Commission does in Council Chambers.

Council Liaison Jan Snyder stated if the Commission wants to continue having meetings in the Madden Room they are looking at purchasing video equipment to install at the cost of \$8,000 or so. The other commissions, such as WPCA and Economic Development, are being talked to as well. Commissioner Wagner asked if there are labor costs associated with filming, noting that someone from IT films the Town Council meetings. Councilor Snyder explained IT staff currently staggers hours on the nights of meetings, and noted Scott Roberts is looking for volunteers from the community, or can speak with the Superintendent of Schools for high school students who may be interested. Students currently film the Board of Ed meetings. Councilor Snyder stated she will bring the Commission's comments back. Vice Chairman Foley asked if Town Council wants all meetings to be filmed. Councilor Snyder noted they want all meetings televised including the Energy Committee meetings, but understands Council Chambers is not a comfortable layout for looking at plans and discussing matters. Costs for equipment were discussed and Councilor Snyder stated they prefer not to spend more money, but the fact that volunteers will come from the high school, there will be no additional cost if it's done upstairs, unless it needs to be in the Madden Room. She stated she will bring Commission comments back to Town Council and will see what the Council wants to do.

Director Lipe asked the Commission if a public hearing is needed for Evergreen Walk's General Plan Modification for the large big box on Unit 12. After discussion, the Commission decided to hold a public hearing for the application.

CORRESPONDENCE / REPORTS:

ADJOURNMENT:

Motion to adjourn was made by Commissioner Wagner at 10:02 p.m.
Commissioner Dexter seconded the motion.
The motion carried and the vote was unanimous.

Respectfully Submitted,
Lauren L. Zarambo
Recording Secretary