

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

**MINUTES**

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**JANUARY 28, 2020**

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

**ALTERNATES PRESENT:** Michael LeBlanc, Paul Bernstein, Elizabeth McGuire

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

**PLEDGE OF ALLEGIANCE**

**REGULAR MEETING / COUNCIL CHAMBERS 7:00 PM**

**CALL TO ORDER:** Chairman Pacekonis called the Regular Meeting to order at 7:00 p.m.

**PUBLIC PARTICIPATION:** none

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

1. **Appl. 20-01P, TOSW Pleasant Valley Elementary School Temporary Classrooms** – request for a site plan modification for five (5) portable classrooms, totaling 6,494 sf, 591 Ellington Road, RR

Mr. Peter DeMallie, President of Design Professionals, Inc. with Mr. Patrick Hankard, Director of Facility Operations for South Windsor Public Schools, presented the request. The five temporary modular classrooms to be leased by the Town of South Windsor will be located to the rear of Pleasant Valley School on the easterly side and not visible from Ellington Road. Site plans were shown of the 15-acre site. Classrooms will be accessible through the building through a corridor. A sidewalk going from corridor to existing pavement, a switchback exit ramp, and stairs were described. Other stairs, no longer in use, to the ball fields and basketball court will be removed. There are five previously existing portable classrooms already on site. Three of the five new portable classrooms will be built at this time.

Director of Planning Michele Lipe gave staff comments:

1. Request for a site plan modification to add five portable classrooms, totaling 6,500 SF, on property located on at 591 Ellington Road, RR zone
2. The five classrooms are being proposed behind the existing building being connected to the school through a new corridor being added.
3. Other site changes include the removal of a few trees and the cutoff of the stairs that come to the property from the east to the back of the building. With the elimination of the stairs, how will student access the play fields? Is there any new lighting being added?
4. It appears that zoning requirement appear to have been met.

If this approved, the Planning Department has no modifications to request.

Town Engineer Jeff Doolittle gave staff comments:

There needs to be a paved access egress walkway from the portables to wherever they need to go for safety reasons. It is not clear whether a walkway extends throughout the most recently installed portable classrooms on the north side of the building. It will have be added at time of construction as necessary. Mr. DeMallie noted there will be pavement all the way for safe egress, which has been added per staff comments.

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Chairman Pacekonis asked for comments from the public.

No one from the public spoke for or against the application.

Chairman Pacekonis asked for comments from commissioners.

Commissioner Wagner asked about a bituminous pathway around the back of the building to accommodate emergency egress. Mr. Hankard noted there was never a complete route around the school and described routes to the north and south. A bituminous pedestrian pathway will be added.

Commissioner Flagg discussed how long the classrooms will be in use and their cost with Mr. Hankard who replied they will be leased for three years at a cost of \$190,000 as part of the new year BOE budget.

Chairman Pacekonis discussed with Mr. Hankard how the classrooms will be installed.

Commissioner Bonzani spoke with Mr. DeMallie about removal of the stairs.

Commissioner LeBlanc discussed with Mr. Hankard how the classrooms will be powered.

Vice Chairman Foley asked about ADA compliance.

Commissioner Greer made 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. An as-built plan is required prior to issuance of a Certificate of Occupancy per Section 9.1.3 of the Zoning Regulations.
4. All plans used in the field by the developer must bear the stamp and authorized signature of the Town of South Windsor.
5. This approval does not constitute approval of the sanitary sewer, which can only be granted by the Water Pollution Control Authority.
6. The building street number must be included on the final plan.
7. Pavement markings must be maintained in good condition throughout the site drives and parking areas.

Commissioner Flagg seconded the motion.

The motion carried and the vote was unanimous.

- 2. 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 (Public Hearing closed. Continued from 12/10/19)

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Chairman Pacekonis opened deliberations on the text amendment with Director Lipe, who referenced the two revised versions of the amendment distributed at the last public hearing on December 10, 2019, which commissioners discussed.

Commissioner Wagner noted discussions held through the public hearing regarding how many two-bedroom units to allow, and voiced his preference for a maximum of 50% two-bedroom units with a minimum of 10% studio/efficiency units based on market demand.

Commissioner Greer stated the owners turned their back on their responsibility to maintain the plaza twenty years ago. Tenants left and there were never signs advertising space for lease to fill the plaza. The commissioner voiced concern the owners could turn their back on the residential part of this plan and asked what kind of tenants will fill the commercial spaces, and stated it looks like a bailout, which he does not like.

Chairman Pacekonis reminded the commission the application before them is a text amendment for a zone change and asked the Commission for input on the minimum sizes for a project of 5, 10, or 15 acres.

Commissioners Dexter, Bonzani, and Pacekonis voiced their preference for a 15-acre minimum.

Commissioner Greer asked how many parcels on Sullivan Avenue can be linked together to create 15 acres. Director Lipe stated the intent of the regulation is to be a redevelopment tool and undeveloped properties are not intended to be targeted. Many properties along Sullivan Avenue also have a wetland component.

Chairman Pacekonis noted since the public hearing is closed and all regular members are present, no alternate commissioners can participate in deliberations or voting on this application.

Vice Chairman Foley voiced a preference for leaving commercial areas to their intended use lowering the impact to the school system and human resources, stating he would like to see the plaza renovated with additional commercial industrial uses.

Commissioner Flagg noted the majority of comments from the public during the public hearings wanted Geisslers to stay and are willing to take a chance with the apartments. After carefully reviewing all issues raised during the public hearing, Commissioner Flagg voiced his support for using the Geisslers' site to try this text amendment out with a 15-acre minimum and a 35% two-bedroom unit maximum.

Director Lipe offered an incremental approach for consideration by putting a cap on the maximum number of total residential units in the zone, with a text amendment required if someone wanted to go over the cap. This approach has been used previously with SRD's and in the Gateway zone.

Commissioner Wagner stated his belief that more apartments are needed in town given the change in what younger people are looking for in housing, and noted options the School Board has in controlling overfilled schools. He suggested a maximum total unit count for the zone at 250.

Vice Chairman Foley referenced a document from the Superintendent's Office regarding enrollment projections and actual numbers and asked what plan the Town has for the actual increase in school enrollment numbers.

Commissioner Greer noted DRZ's are no longer allowed and apartments are even more densely populated.

Chairman Pacekonis discussed the 10% affordable component of the amendment and parking space allocations with Director Lipe and commissioners.

Director Lipe noted that at the public hearing, a maintenance and operation agreement was discussed and drafted to read, "Item u. Maintenance and operation agreement shall be provided.", and could be included in the final version of the text amendment.

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Commissioners discussed the 35% two-bedroom maximum, 10% studio/efficiency minimum, and 125 maximum residential unit count.

Commissioner Wagner made a motion to add the new Section 5.10, Sullivan Avenue Mixed-Use Development Overlay Zone, based on the draft dated 12-5-2019, labeled DPI 4256, Maximum 35% 2-Bedroom version, with the following changes to the draft and conditions:

1. Amend Section 2.g. to read “Multifamily residential dwelling units shall be either studio/efficiency with a 10% minimum, one-bedroom, or two-bedroom.”, and add a new sentence to the end of the paragraph to read, “The maximum unit count for the General Commercial zoning district fronting on Sullivan Avenue shall be 125 units.”
2. Add Section 2.u., “Maintenance and operation agreements addressing the long term maintenance shall be provided.”
3. Amend Article 4, Table 4.1.6A, Minimum Lot and Area Requirements to 15 acres.
4. The Planning and Zoning Commission finds that the zone change is in conformance with the Town Plan of Conservation and Development.
5. The effective date of the zone text amendment is February 16, 2020.

Commissioner Dexter seconded the motion.

Chairman Pacekonis made a friendly amendment to the wording of Section A. Purpose, to add, “Such SAMUD developments are intended to revitalize substandard and/or blighted properties,”.

Commissioner Wagner made a friendly amendment to amend wording in Section 2.g. to read, “Multi-family dwelling units shall be either studio/efficiency, one-bedroom or two-bedroom units. The maximum number of two-bedroom units shall not exceed 35% of all dwelling units shown on a final site plan or within a first phase of those plans. The minimum number of studio/efficiency units shall be 10%. No dwelling unit shall contain more than two bedrooms.”

Commissioner Dexter seconded the friendly amendments.

Motion passed 5 in favor and 2 against. Roll Call Vote taken: Commissioners Bonzani, Dexter, Flagg, Wagner, and Pacekonis voting for and Commissioners Greer and Foley voting against.

3. Appl. 14-58P, Sullivan Avenue Industrial Park– request for a 5 year extension to complete associated subdivision improvements

Commissioner Bonzani made motion to approve the request for the 5-year extension.

Commissioner Dexter seconded the motion

The motion carried and the vote was unanimous.

4. Appointments to CRCOG Regional Planning Commission.

Commissioner Wagner resigned as alternate representative to the Regional Planning Commission. Chairman Pacekonis will continue as representative until other commissioners can volunteer.

**BONDS: Callings/Reductions/Settings**

**Subdivision Bond**

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1. Appl. 17-46P, Lady Marion Woods Bond in the amount of \$3,000 to be reduced by \$3,000 to leave a balance of -0-.

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

**Bond Calling**

1. Appl. 19-08P, Redland Brick Restoration Surety Bond in the amount of \$30,000 that expires on February 10, 2020.

Commissioner Dexter made a motion to initiate the calling of the above mentioned bond. Commissioner Wagner seconded the motion. The motion carried and the vote was unanimous.

**MINUTES:** 12/10/19 approved by consensus.

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

Director Lipe reported a number of extensions have been submitted for existing applications and distributed an updated tentative schedule to commissioners.

**APPLICATIONS OFFICIALLY RECEIVED:**

1. **Appl. 20-01P, TOSW Pleasant Valley Elementary School Temporary Classrooms** – request for a site plan modification for five (5) portable classrooms, totaling 6,494 sf, 591 Ellington Road, RR
2. **Appl. 20-03P, Design Professionals, Inc.** – request for a Zoning Text Amendment to modify Section 4.2.11C.3 Off-Street Parking to allow for the reduction in the front yard setback to 30 feet with the incorporation of a variety landscape architectural design elements that complement the surrounding landscapes and building architecture
3. **Appl. 20-04P, Chestnut Ridge Subdivision** – request from Horseshoe Lane Assoc, LLC for a Special Exception to Section 7.14 and Site Plan approval for an Open Space Subdivision of 56+ acres, to create a total of 19 lots, on property located at 534 Barber Hill Road (easterly side of Barber Hill Road, southerly of East Windsor town line), RR zone
4. **Appl. 20-02P, Kilkenny Heights II Subdivision**- request from Mannarino Builders Inc. for a Special Exception to Section 7.14 and Site Plan approval for an Open Space Subdivision of 21.5+ acres, to create a total of 12 new lots, on property located at R024 and 420 Abbe Road, and 248 Maskel Road, A-30 and RR zones
5. **Appl. 20-05P, Real Estate Advisory Group LLC** – request for a Special Exception to Table 4.1.1A and Site Plan of Development for equipment sales, service and rentals on property located at 1239 and 1249 John Fitch Boulevard, I zone
6. **Appl. 20-06P, Town of South Windsor** – request for a two year temporary and conditional permit for a 500 sf business office within the Community Building for the South Windsor Chamber of Commerce, on property located at 1776 Ellington Road, RR zone

**OTHER BUSINESS:**

**CORRESPONDENCE / REPORTS:**

**ADJOURNMENT:**

Motion to adjourn was made by Commissioner Wagner at 8:25 p.m.; Commissioner Dexter seconded the motion. The motion carried and the vote was unanimous.

Respectfully Submitted,

Lauren L. Zarambo, Recording Secretary