

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

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**FEBRUARY 11, 2020**

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

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

**STAFF PRESENT:** Michele Lipe, Director of Planning; 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.

Acting Secretary Commissioner Dexter read the legal notice as it was published in the Journal Inquirer on Thursday, January 30, and Thursday, February 6, 2020.

Chairman Pacekonis appointed Alternate Commissioner LeBlanc to be seated for Commissioner Bonzani and Alternate Commissioner Bernstein to be seated for Commissioner Flagg.

- 1. 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

Mr. Peter DeMallie, applicant and President of Design Professionals, Inc., presented the request with Mr. Benjamin Tripp and Mr. Geoffrey Sager of Metro Realty LTD. A power point presentation was shown and materials distributed to commissioners. Mr. DeMallie noted current regulations do not allow use of the 65 feet of front yard setbacks for parking or circulation, except for entrance drives, in the Buckland Gateway Development zone. The applicant is requesting consideration for applicants to request a reduction of the front yard setbacks to 30 feet, subject to Commission approval, in circumstances when exceptional front yard landscaping is provided. Mr. DeMallie described exceptional landscape elements and noted there are several areas in the Buckland Gateway Development zone that could be affected by the amendment including properties from the town line on the west side of Buckland Road to Deming Street and the entire length of the east side of Buckland Road up to Oakland Road. Specific locations and existing setbacks for parking along Buckland Road were described.

Mr. Sager provided context as to why the amendment is being proposed describing the changing nature of retail with Amazon and dominance of online products and the need for retailers to have visibility and ease of access. Potential retailers for The Gateway have used 40 feet as a standard front yard setback with success.

Mr. Tripp described the smaller retail building sizes they are curating with two rows of parking in front of buildings. A conceptual landscaping plan was shown giving a sense of the exceptional landscaping with a 40 foot long stone faced wall with sidewalks to the left of the building. A 2 ½ foot berm throughout the front yard allowing the building to be highly visible, key for their tenants, was described. Mr. Tripp emphasized the amendment is critical to the viability of their site.

Director of Planning Michele Lipe gave staff comments:

1. This is a request for a zoning text amendment to Section 4.2.11 Access and Parking in the Buckland Road Gateway Development zone specifically to modify Section 4.2.11 C.3 Off-street parking to allow for Commission approval to allow for the setback for parking to be reduced to 30 feet (from 65 feet) provided it meets certain landscaping and/or architectural design.

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2. In order to take advantage of this regulation, the applicant's proposal would require projects to be designed with a combination of treatments such as: variety of landscape materials with four season interest and significant trees at planting; New England style accent walls, berms to compliment the surrounding landscapes and building architecture.
3. Staff would recommend that no curb cut into the parking area before the 65 foot setback; the landscape treatments be designed by a Landscape architect and limit the amount of parking allowed in front of the 65 foot setback to 10% of the total spaces.
4. The Business Development section of the Town Plan has one of its goals for the town to "attract additional business development that is consistent with the character and scale of it surroundings with a strategy to maintain current business zones, with updates."
5. The Capitol Region Council of Governments has reviewed the amendment as required and has offered the following report.
6. If this application is approved, the Planning Department has no other the suggested modifications.

The Chairman asked for comments from the public.

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

Acting Secretary Commissioner Dexter read an email letter written with concerns from ADRC Member and former PZC Commissioner Marshall Montana into the record (Exhibit A).

Chairman Pacekonis asked for comments from commissioners.

Commissioner Bernstein commented about the poor design of Buckland Plaza and voiced appreciation for exceptional landscaping as part of the amendment that he described as an 'anti Mexicali' approach to designing a site having parking and visibility of retail front and center, but noted a staggered approach with different setbacks may have an issue on the uniformity of the zone. Mr. DeMallie noted the variety of setbacks up and down Buckland Road no matter what, and noted properties that could take advantage of the amendment if approved.

Commissioner Wagner agreed with Commissioner Bernstein regarding the reverse orientation of the Mexicali site and suggested the amendment appears to support the type of retail referenced in The Gateway's general plan and the Chase Bank and Aldi grocery store did not require a change in the setback. Mr. Sager noted Evergreen Walk provides critical mass and a captive audience, whereas, The Gateway will not have that advantage. Tenants want customers to see them and customers want to see activity and a place to park. Retail has evolved into a smaller user type of tenant that they are curating, and while a larger tenant will be fine with the current 65' setback, it will be a handicap for smaller tenants.

Commissioner Greer noted businesses closer to Buckland Road were possibly mistakes made in the past that the Commission does not want to repeat. The Gateway plan has 85,000 sq ft of medical surrounding the retail that will be bringing people into the site, and if setbacks are consistent, everyone will have the same visibility.

Vice Chairman Foley agreed with Commissioner Greer regarding the layout of medical buildings and noted if quality tenants are brought in, people will come, and no matter what is proposed for the zone, there are already standards for top quality landscaping and its maintenance. The proposed sidewalk shown in the 30' setback may be impacted by snowplows on the major thoroughfare road, and may need to be redesigned further into the site. The Vice Chair discussed detention basins and underground systems with Mr. DeMallie, Mr. Sager and Director Lipe, and agreed with the letter written by Marshall Montana.

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Commissioner Dexter discussed the number of parking spaces and parking design with Mr. Sager and Director Lipe.

Commissioner LeBlanc agreed with the letter from Marshall Montana but did not agree that customers will not stop if there is no parking in front. Mr. Tripp noted if there are strong tenants in a development customers will come, but the issue is getting tenants to commit to the layout.

Chairman Pacekonis asked to compare the site plan from the approved General Plan using the existing 65' setback with the site plan showing 30' setbacks included in their packets. The Chairman noted the Plaza at Buckland Hills is located in Manchester and not the result of South Windsor's planning. On the approved general plan there was one double row of parking shown in front of the building. On the plan shown with this application there are two double rows of parking shown. Mr. Tripp discussed the layout and measurements from building to road in both plans, and the height of the landscaping as 2' – 3' plantings on top of a 2 ½' berm with a goal of obscuring the parking while still allowing visibility of the building. The Chairman noted the Commission has kept consistent with the regulations as the Buckland Gateway zone has developed over time, and indicated he is not sold in changing the zoning regulation. The public will come to a store if they like the product whether it is 30' closer to the road or not. Mr. Tripp stated, given their tenants needs, they will not be able to push the building back from the road and will have to redesign the parking.

Commissioner Wagner discussed with Mr. Sager the purpose of the berm and landscaping.

Mr. Sager asked, if the amendment for a 30' setback is unacceptable, would the Commission consider a waiver of up to 10' to maintain the building's location on the site retaining the optimal setback tenants are requiring, thereby eliminating one row of parking in the front and adding the travel way. Mr. Sager also noted an additional 10' of green space between the travel way and right of way in front of the Gateway site that commissioners discussed. Director Lipe recommended not to rely on an area that could be taken up as part of the right of way and noted a better approach would be changing the regulation to a front yard setback of 55 feet.

Commissioner LeBlanc noted utility poles run on the east side of Buckland Road and could have an effect on trees planted for landscaping.

Commissioners deliberated further and discussed the amendment with Director Lipe and Mr. Sager who noted retail has evolved since the Gateway zone was adopted.

Commissioner Bernstein, noting his own experience over the years in retail marketing, agreed with Mr. Sager about the 'Amazon effect' on brick and mortar stores where analytics determine every measurement. Commissioner Bernstein stated his concern is the growth and development of the town and wonders if not approving the amendment will prevent some retailers from coming to South Windsor.

Chairman Pacekonis stated regulations are in place for a reason and noted retail might not be the best use for the site. There are many successful stores located away from the road. Regulations for the entire zone do not have to be changed for a site design. The building can be moved 10 feet and still accomplish what the regulations are while getting three rows of parking. Mr. Tripp described how they are designing the site with the ultimate goal of being as successful as it can.

The Chairman closed the public hearing at 8:27 p.m

- 2. 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

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Mr. Jay Ussery of J.R. Russo & Associates representing the applicant, Real Estate Advisory Group LLC, presented the request and distributed photographs of the site to commissioners. A history of the buildings, which are currently vacant, was recounted. The narrative for the special exception application for a change of use was included in commissioner's packets. The applicant has entered into a contract with MB Tractor, a Kabota dealership, based in New Hampshire with eight locations throughout New England, to sell landscape maintenance types of equipment. An aerial GIS map showed blacktop in front of the buildings, ½ of which is within the State ROW that was striped by a former owner and used for parking. As part of this application, over ¼ acre of black top will be removed and turned into landscape and lawn. The remaining 44' wide section of blacktop will provide a single row of parking and a driveway. There will be slight changes to the façade. The fencing at the rear of the site that intruded into a conservation easement will be removed.

A site plan showed areas for display on blacktop of the small compact Kabota tractor products, mini excavators and utility vehicles to be sold, rented, and serviced on site. There will be 30 display spaces in front of 1239 John Fitch Boulevard. There will be 11 customer spaces (including handicap accessible) and 6 display spaces in front of 1249 John Fitch Boulevard. Parking for ten employee spaces will be located in the rear. The front of the building will have 3,400 sf of show room and 600 sf of office. The largest part of 1249 John Fitch will be the shop and parts/repair area. There will be loading docks in the rear of both buildings. 1239 John Fitch will be used strictly for storage and will have some equipment stored outside in the rear of the building along with a few small pickup trucks used for deliveries. The yard will be gated and have a screened dumpster at the left rear corner of the building. Landscaping includes four new trees in front of the buildings along with perennial plantings at the driveway entry. A DOT encroachment permit will be applied for. Building elevations for 1249 John Fitch Boulevard were shown to add more glass and entry doors to the front of the building. A new building sign is proposed along with the existing freestanding illuminated double sided sign measuring 34 sf. There are existing wall pak lights on the buildings that will likely be replaced with LED full cutoff wall paks and four CLP pole lights facing the buildings. Mr. Ussery completed the presentation going over special exception criteria met by the application.

Director of Planning Lipe gave staff comments:

1. Request for special exception to Table 4.1.1.A and site plan approval to operate a business of sales, service, parts and rental of construction equipment on property located at 1239 and 1249 John Fitch Boulevard, I zone.
2. The applicant plans to take two existing industrial building, combining the lots and use them for one operation. The building to the north is approx. 13,900 sf with approximately 600 sf of office, 3,400 of showroom and the remainder of the building will have a parts counter, shop area and part storage. The building to the south, approximately 10,000 sf will be used will be for storage of inventory.
3. The applicant has provided a site plan and a narrative of proposed operations indicating – the business includes sales, service, and parts for light duty equipment used by homeowners, landscape professionals and contractors. The hours of operation Monday Friday 7:30 am – 5:30 pm and Saturdays 8 am – 2 pm.
4. Special Exception criteria for approval include:
  - The proposal is consistent with the goals and objectives of the Plan of Conservation and Development.
  - The application has met the requirements of the zoning regulations.
  - The land is physically suited to the proposed use.
  - Minimal, if any, adverse environmental impacts are created.

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- No traffic or other hazards will be created.
- The impacts on the capacity of the present and proposed utilities, street, drainage systems, sidewalks, and other elements of the infrastructure will be minimal.
- There will be minimal or no adverse effects on existing uses in the area.
- Surrounding property values will be conserved.
- The character of the neighborhood will be maintained or minimally disrupted.
- The general welfare of the community will be served.
- There is a balance between neighborhood acceptance and community needs.
- Historic factors are adequately protected; or due consideration to preservation of historic factors has been demonstrated.
- The overall physical appearance of the proposed development is compatible with surrounding development and the Commission's goals for the neighborhood/corridor.
- The architectural design is aesthetically pleasing and blends well into the surrounding area.

The Commission may impose additional conditions in accordance with these regulations in order to ensure that all applicable criteria enumerated above and/or within a particular use category are satisfied.

5. The site modifications proposed include: removing a significant portion of the pavement currently existing in the state ROW along Route 5 and turning it into lawn area with landscaping; identifying areas for the outdoor display of equipment; removal of graveled area that encroaches into a conservation easement; minor modifications to the facade and adding signage.
6. The combined lots size is 3.6 ac. Maximum impervious coverage allowed is 65%; 50% proposed.
7. Parking requirement for this use is 11 spaces; 11 spaces have been provided. The proposal is to have 38 display spaces on existing paved surfaces in the front of the building in the spaces identified on the plans. I have asked the applicant to provide some idea of the height of the proposed equipment.
8. The plan does not reflect any new lighting. If there is any new lighting proposed, the applicant should be aware that the regulations require full cut-off lighting.
9. There will be new signage proposed. The applicant is entitled to both a free standing sign and a building sign and intends to reutilize the existing free-standing sign.
10. There are regulated wetlands on the property. The applicant is only proposing to pull up a graveled area within the upland review; so the review and approval was handle at the staff level through a Minimal Impact review.
11. There is a conservation easement that currently exists along the rear of this property that was put in place at the time of the approval for the building to the rear. Subsequent to that approval, a lot line revision was done creating the configuration of the two lots as they exist today.
12. There is a dumpster proposed in the rear of the building shown on a concrete pad and screened.
13. The site is serviced by public water and sewer. Water Pollution Control Authority approval is not required.

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14. If this application is approved, we would request that an approval condition be added that the two properties be combined by deed.

Director Lipe read one Engineering comment from Jeff Doolittle into the record:

The existing sanitary manhole in the pavement next to the driveway in front of 1239 John Fitch Boulevard needs to remain visible and accessible to the Town Water Pollution Control crews. Add a note that this manhole must remain visible and accessible and not covered by topsoil, grass, mulch, plants, vines, display equipment, or anything else and should be adjusted to the final grade as needed.

The Chairman 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 LeBlanc complimented the new use for two existing properties on Route 5 and noted the need to review a height requirement.

Commissioner Dexter asked about the wooded area shown on the GIS mapping. Mr. Ussery stated everything to the south and west will remain a wooded water course.

Commissioner Wagner asked if a review from IWA/CC was required. Director Lipe stated it was handled through a Minimal Impact application reviewed by Environmental Planner Jeff Folger.

Chairman Pacekonis spoke with Mr. Ussery and determined a maximum height requirement of 14 feet, encouraged the CLP lights to be removed but understood their value and present use, and discussed parking requirements for the applicant.

Commissioner Greer discussed the pavement to be removed with Mr. Ussery who noted line striping would be added.

The Chairman closed the public hearing at 9:06 p.m.

**3. 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

Mayor Andrew Paterna presented the request representing the Town Manager, describing the use as a positive partnership between with the Town and the South Windsor Chamber of Commerce, and introduced the President of the Chamber, Mr. Michael Sanzo. The 500 sf of office space will be used to house three part time employees and an occasional meeting. Recognizing the building space and parking is limited at this location, the Chamber has found other locations to have meetings off site and anticipate parking on site will meet their needs.

Director of Planning Michele Lipe gave staff comments:

1. A request for a two-year temporary and conditional permit for the Chamber of Commerce's non-profit use of 500 square feet of space within the Town's Community Building located at 1776 Ellington Road, RR zone.
2. The site had been altered by State takings when to reconstruct the four-corners resulting in the elimination of 17 of the 27 spaces. The town took ownership, in 1997 the town received a special exception approval for a municipal recreation (the employee gym) and use by a non profit club- the VFW. At that time the VFW agreed to limit the group size so that all parking needs could be met on-site.

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3. The Chamber is requesting to utilize the remaining 500 sf for an office. The proposed hours of operation are from 9:00 am to 4:30 pm, Monday through Friday. They have 2 part time employees, and 1 intern who works approximately 12 hours per week. On average the applicant will use less than 3 parking spaces.
4. The applicant holds committee meetings on average 5 times per month. These meetings consist of 4-8 attendees. Larger meetings and events are held at different locations.
5. The concern I would have would be the number of cars expected at any one time. The spaces on site are very awkward to get in and out as there is not much room to maneuver on site.
6. Other questions relate to garbage pickup, signage and to what extent would they anticipate drop in customers?
7. 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 judgement 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 application is approved, there are no requested modifications.

Mayor Paterna stated they understand the concerns regarding the Community Building and since the Chamber is non-profit they will use meeting rooms in the Library or Town Hall for any large gatherings. The Community Building office will be only for staff use.

The Chairman asked for comments from the public.

Mr. DeMallie spoke in support of the application as a member of the Chamber of Commerce for the last 34 years in which time he served as President. The Chamber has diligently been trying to reduce their overhead expenses and this is one way that will help to house their staff in modest offices with their basic meetings held offsite.

No one spoke against the application.

Chairman Pacekonis asked for comments from commissioners.

Commissioner Wagner noted the importance of minimizing the number of people and cars coming into the facility since parking on site is awkward, especially at the front of the building and asked if Town Staff is comfortable with the use since there are two kinds of meetings, ones that are scheduled and those taking place by people dropping in. Director Lipe stated the biggest concern is the parking situation and how often parking on site will be used that is meant for other uses. With a limit of a maximum of three spaces allotted for Chamber use it will leave enough room for employees to park. Mayor Paterna suggested the idea of contacting abutting property owners to use their parking if the need arises.

Commissioner Greer agreed with Commissioner Wagner about getting in and out of the front parking spaces where there is nowhere to turn around. Director Lipe described parking for Town employees using the fitness center as varying day to day depending on how many people are using the facility.

Chairman Pacekonis discussed the location of the office space and who accesses the fitness area with Director Lipe.

The Chairman closed the public hearing at 9:17 p.m.

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**REGULAR MEETING / COUNCIL CHAMBERS**

**CALL TO ORDER:** 9:17 p.m.

**PUBLIC PARTICIPATION:** none

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

- 1. Appl. 20-08P, Mactaw CT Inc, dba Pete's RV and Vans RV** – request renewal of a two year temporary and conditional permit for the storage of up to 50 campers on property located at 317 Chapel Road, I-291 Corridor Development zone

No one was present to make the request.

Director of Planning Lipe gave staff comments:

1. A request for renewal of a two-year temporary and conditional permit for the storage of approximately 50 new campers, the excessive stock for Vans Leisure Living, on approximately 2 acres located to the rear of 317 Chapel Road, I-291 Corridor Development zone. The T&C permit was originally approved on January 9, 2018.
2. Sales and storage of recreational vehicles are allowed in the General Commercial zone GC is the zone in which the main Van's Leisure Living sales facility is located; however there is no provision for storage yards in the I-291 Corridor Development zone.
3. The storage is located to the rear in an existing parking area. This area had been cleared and used for temporary storage of engineered wood products in 2004. At the time the owner added pines approximately 4-6 feet in height, to provide for some screening of the area from Chapel Road.
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 request is approved, there are no requested modifications.

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

1. The Temporary and Condition permit will expire on 2/11/22 and will have to be renewed at that time if the use is to continue.

Commissioner Wagner seconded the motion.

The motion carried and the vote was unanimous.

- 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

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

1. The Planning and Zoning Commission finds that the zone text amendment in conformance with the Town Plan of Conservation and Development.



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2. The effective date of the zone text change is 3/1/2020.

Commissioner Bernstein seconded the motion.

Commissioner Greer said no to 30 feet as he does not want to see more development close to the road.

Vice Chairman Foley stated he is not in favor of 30 feet noting this is a text amendment that will change Buckland Road, Commissioner LeBlanc's comment regarding the utilities and tree trimming, and Commissioner Wagner's observation of seeing parking over a berm with trees. The Vice Chair noted the general plan was enthusiastically approved by the Commission and people will not mind walking across a parking lot to go to a good restaurant or good retail and encouraged keeping the setback at 60'.

Chairman Pacekonis suggested there are a lot of things that can be done to design the site differently to allow for more parking between buildings and to be more inviting and indicated he will be voting against the motion.

Commissioner LeBlanc agreed. Commissioner Greer stated he is against 30' but would consider 55'. Commissioner Bernstein noted the applicant appears to be open to compromise. Commissioner Dexter clarified it would be a change from 30' to 55'. Commissioner Wagner indicated he could approve 55' but not 30'. The Chairman stated he is not interested in changing the regulation. Commissioner LeBlanc agreed. Part of what the Buckland Gateway zone was intended to be was not to have strip malls and this is strip mall type development. It can be designed differently without changing the regulations. Vice Chair Foley agreed.

The Chairman called for a vote on the motion. No commissioners made a motion to amend the motion.

The motion failed 1-6; Roll Call Vote taken: Commissioner Bernstein voting in favor of the application; Commissioners Wagner, Greer, Foley, LeBlanc, Dexter, and Pacekonis voting against the application.

**3. 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

Commissioner Bernstein 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. A landscape bond in the amount of \$5,000 is required and must be submitted prior to the issuance of a certificate of occupancy.
4. All bonds must be in one of the forms described in the enclosed Bond Policy.
5. An as-built plan is required prior to issuance of a Certificate of Occupancy per Section 8.1.11 of the Zoning Regulations.
6. All plans used in the field by the developer must bear the stamp and authorized signature of the Town of South Windsor.
7. This approval does not constitute approval of the sanitary sewer, which can only be granted by the Water Pollution Control Authority.

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8. The building street number must be included on the final plan.
9. Pavement markings must be maintained in good condition throughout the site drives and parking areas.
10. All free standing signs and/or building signs require the issuance of a sign permit before they are erected.
11. Engineering comments dated 2/5/20 must be incorporated into the final plans.
12. A deed combining the two properties into one lot shall be submitted.
13. Maximum height of the equipment in the outdoor display areas should be noted on the plans. Maximum height allowed is 14 feet.

Commissioner Dexter seconded the motion.

The motion carried and the vote was unanimous.

4. **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

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

1. The Temporary and Conditional permit will expire on February 11, 2022.
2. All free standing signs or/and building signs require the issuance of a sign permit before they are erected.
3. Accommodations for refuse and recycling shall be addressed.

Commissioner Wagner seconded the motion.

The motion carried and the vote was unanimous.

Commissioner Greer made motion to extend the Regular Meeting past 10 p.m; Seconded by Commissioner Bernstein. The motion carried and the vote was unanimous.

4. **Appl. 19-28P, 360 Ellington Road Distribution Facility** – change order to reestablish the tree'd area that was cleared

Mr. Peter DeMallie, President of DPI presented the change order request on behalf of Scannell Properties with Mr. Hal Pierce of Pierce Builders.

Director of Planning Lipe gave staff comments and read into the record comments from Senior Environmental Planner Jeff Folger.

Commissioners asked Mr. Pierce questions and discussed the plan to re-establish the trees with Director Lipe.

Commissioner Bernstein made a motion to approve the change order plan.

Commissioner Wagner seconded the motion.

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Vice Chairman Foley made a friendly amendment that the 25,000 bond recommended by the Environmental Planner be held for one growing season.

Commissioner Bernstein accepted the friendly amendment. Seconded by Commissioner Wagner.

The motion carried and the vote was unanimous.

5. Discussion regarding a Residential Moratorium

Commissioners discussed the need and possible process for a residential moratorium with Director Lipe. Residential data will be gathered and discussions held with the Town Attorney prior to any public meetings or hearings.

Commissioner Greer left the meeting at 10:10 p.m.

**BONDS: Callings/Reductions/Settings**

**Site Bonds**

1. Appl. 19-55P, Michels Power Site Bond in the amount of \$50,000 to be reduced by \$50,000 to leave a balance of -0-.

Commissioner Dexter made a motion to reduce the above mentioned bond; Seconded by Commissioner LeBlanc. The motion carried and the vote was unanimous.

**APPLICATIONS OFFICIALLY RECEIVED:**

1. Appl. 20-08P, Mactaw CT Inc, dba Pete's RV and Vans RV – request renewal of a two year temporary and conditional permit for the storage of up to 50 campers on property located at 317 Chapel Road, I-291 Corridor Development zone

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**OLD BUSINESS:** *see page 3*

**OTHER BUSINESS:**

**CORRESPONDENCE / REPORTS:**

**ADJOURNMENT:**

Motion to adjourn the Regular Meeting 10:17 p.m. was made by Commissioner Bernstein; Seconded by Commissioner Dexter. The motion carried and the vote was unanimous.

Respectfully Submitted,

Lauren L. Zarambo  
Recording Secretary