

TOWN OF SOUTH WINDSOR
PLANNING & ZONING COMMISSION

MINUTES

-1-

MAY 12, 2020

MEMBERS PRESENT: Bart Pacekonis, Kevin Foley, Stephanie Dexter, Kevin Greer, Stephen Wagner, Bill Flagg

ALTERNATES PRESENT: Michael LeBlanc, Paul Bernstein, Elizabeth McGuire

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

PUBLIC HEARING / Webex Conference ONLINE MEETING

Chairman Pacekonis called the meeting to order at 7:00 p.m. and read the legal notice as posted on the Town of South Windsor website.

Chairman Pacekonis stated the meeting is being live-streamed through a Webex call on our website as well as local channels and will be operated under the following procedures:

- This session is being audio-recorded and video recorded.
- To ensure sound quality, the default rule for this meeting is that everyone will remain on mute.
- Commissioners and staff will generally remain on mute except when speaking or voting, and will generally be keeping video of themselves on throughout the meeting.
- Applicants should feel free to leave their video on or off. However, they will be asked to turn on their video when speaking.
- The public can provide public comments by email and/or phone. The email address and phone number with meeting code can be found on the front of the agenda.
- During public meetings, all of the normal rules, including stating, and now spelling your name, still apply.
- If you are speaking at this meeting and have an exhibit to submit to the Commission, which was not distributed in advance of the meeting with the rest of the materials, please indicate that you wish to submit an exhibit. You will need to hold it up to the camera so that the Commission and all members of the public may review it. In addition, you will be required to email the exhibit, or take a photograph of it and email it to planningzoningcomments@southwindsor.org, and it will be included in the permanent records of the Commission.
- Members of the public may only speak during public participation for an item not on the agenda and during the public hearing comment period.
- Lastly, a reminder to the public on the phone to press *3 to indicate that you want to speak and # to get back to the main menu.

PLEDGE OF ALLEGIANCE

TOWN OF SOUTH WINDSOR
PLANNING & ZONING COMMISSION

MINUTES

-2-

MAY 12, 2020

1. Appl. 20-23P, Nutmeg Properties of CT LLC – request for a 2-lot minor resubdivision of 2.2 acres located at 201-205 Nutmeg Road South, I zone

Mr. Jay Ussery of J. R. Russo & Associates LLC representing Nutmeg Properties of CT LLC presented the application for a resubdivision on Nutmeg Road South that had received approval from the Commission last year but missed the deadline by which to file mylars.

The property location was described and key map shown. Mr. Ussery confirmed that application pending signs were posted on both properties and abutter notifications sent. A site plan was shown of the two parcels with the new property line located between the two buildings with access to the front and rear through a shared driveway. A driveway access easement, drainage easement, and sanitary sewer easement were described. A variance was granted by the Zoning Board of Appeals on 12/6/18 for increased impervious coverage on the most easterly lot due to its location on the cul-de-sac. Frontage, lot areas and setbacks are in conformance for both properties served by public sewer, water and utilities.

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

Director of Planning Michele Lipe gave staff comments:

1. Application for a resubdivision into 2 lots for property located on the northerly side of Nutmeg Road, I zone.
2. The application was approved by this Commission in January Of 2019, however the required mylars were not filed within the legal timeframe requirement. The plans are the same as with the original approval.
3. This property currently has been developed with two industrial building with a single access. The current owner is seeking to subdivide the property so that there is only 1 industrial building on each lot.
4. The two lots will keep the single access and cross travel easements for access and parking are proposed.
5. The minimum lot size is 30,000 sq. feet, and the minimum frontage is 100 feet. Both of the lots are greater than 30,000 sq. feet in size. Bulk requirement breakdown for each lot has been provided.
6. This owner received an impervious coverage variance in December 2018 from the ZBA to allow the proposed lot to the west to remain with 71.2% impervious coverage. It appears that all other zoning requirements have been met.
7. There are no regulated wetlands on the site. The property is currently connected to public water and public sewers. A sanitary sewer manhole easement is required for monitoring of discharge into the sanitary sewer.

If this application is approved, the Planning Department has no other comments.

Town Engineer Jeff Doolittle had no engineering comments.

Chairman Pacekonis asked for comments or letters from the public.

Assistant Town Manager Scott Roberts noted an email was received from Mr. Jim Greeson in regard to the CDC Business Plan Recommendation Guidelines for Reopening. Mr. Roberts also noted a caller was on the line but had not indicated they wish to speak.

Chairman Pacekonis asked for comments from commissioners.

TOWN OF SOUTH WINDSOR
PLANNING & ZONING COMMISSION

MINUTES

-3-

MAY 12, 2020

Commissioner Flagg asked about lighting in between the buildings and about fencing on the property. Mr. Ussery indicated all lighting on site is building mounted Wal-Pak LED and there is no fencing on site.

No other commissioners had questions.

The public hearing was closed at 7:20 p.m.

REGULAR MEETING / Webex Conference ONLINE MEETING

CALL TO ORDER: 7:20 p.m.

PUBLIC PARTICIPATION:

Assistant Town Manager Roberts read the email correspondence from Mr. Jim Greeson of 1102 Dzen Way who included the CDC Business Plan unpublished CDC Guidelines for Reopening with guidance for restaurant reopening.

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

- 1. Appl. 20-17P, 360 Burnham Street LLC** – request for Site Plan of Development for three (3) industrial buildings totaling 13,400 sf, on property located at 360 Burnham Street, I zone

Mr. David Simler presented the application describing the proposed industrial buildings that will have thirteen 1,000 sf units for rental use. One large building measures 11,000 sf and there are two 1,200 sf isolated units located on a cul-de-sac.

Mr. Simler described a gravel driveway of the abutting property that is currently for sale on the east side that encroaches onto their property. In speaking with the property owner, it was determined the applicant will adjust the gravel driveway but if the property is sold the future owner will be responsible for the change.

Detention ponds and cul-de-sac were described. Elevations of the buildings were shown. Windows have been added to the street side facade. Each unit will have its own entry door and overhead garage door, with fire walls between each unit.

Director of Planning Michele Lipe gave staff comments:

1. Request for Site Plan of Development approval for three (3) industrial buildings totaling 13,400 sf, on property located at 360 Burnham Street, I zone
2. The vacant property is 6.6 acres; however the rear of the property is limited by extensive wetlands on site. The lot has 100 feet of frontage and is located between two single family houses in the industrial zone. The site is will be accessed by a 24 foot single drive off of Burnham Street with a turnaround for vehicles.
3. The proposed use for the industrial buildings are a flex use – including small offices with some manufacturing/warehouse space. Eleven units are shown in the large building. Each unit is shown with an overhead door and my understanding is that it would be possible to combine units to create larger spaces.
4. The site appears to meet all the zoning requirements. Maximum impervious coverage allowed is 65%; % proposed. Proposed buildings height is 20 feet; 40 feet. Front yard setback for the building is about 35 feet, 35 feet required.

TOWN OF SOUTH WINDSOR
PLANNING & ZONING COMMISSION

MINUTES

-4-

MAY 12, 2020

5. The parking requirement for the large building is 20 spaces, 25 have been provided; 3 spaces are required for each of the smaller building and 3 spaces have been provided.
6. There are no areas for outdoor storage shown on site. I have spoken to the applicant about the need to screen outside storage in the event outdoor storage is proposed. Two dumpster areas are shown on the plans.
7. Architectural and Design Review Committee was unable to review this project due to the COVID situation, so we had asked the applicant to present the elevations, landscaping and lighting to this board.
8. The applicant has provided a colored elevation. They intend to have both a free standing and building signage. All site lighting proposed will be building mounted Wal-Pak LED and required to be full cut-off fixtures. The lighting level submitted are quite low particularly in the drive areas; the applicant may want to consider additional lighting along the access drive.
9. The landscaping does includes some evergreen screening along the easterly property boundary and trees along the westerly boundary adjacent to an existing houses. Landscaping is also included around the perimeter of the site's frontage.
10. The site is served by public water and sewer. Water Pollution Control Authority approval is required. The applicant will also be required to get approval from the MDC as the town has an inter town agreement in place for potential sewers for properties along Burnham Street.
11. The Fire Marshal's office have reviewed the plans and has no concerns with the proposal as presented.
12. There is a significant amount of wetlands on the site. IWA/CC approved this application May 6 with standard approval conditions and the following bonding requirements: A bond shall be collected in the amount of \$15,000 placement and maintenance of erosion and sediment controls, and \$20,000 for installation of storm water systems and \$20,000 for the wetlands plantings.
13. The Town of East Hartford was notified about the pending application. Burnham Street is owned by East Hartford, and the applicant will need approval from East Hartford engineering department for the curb cut onto Burnham St.
14. The plans show a four foot strip that will be deeded to the TOWN of South Windsor to bring the ROW to a standard size. The large trees near the town ROW should be protected.

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

Town Engineer Jeff Doolittle gave engineering comments:

1. The Grading Plan needs to show more spot elevations at the high point and paved leak off in front of Building 1 and in the driveway between Building 1 and Burnham Street, so it is clear how water will flow into the basins shown.
2. Provide any test pit information about the soils types and conditions on site.
3. Show the proposed invert elevations of the sanitary lateral exiting buildings 2 and 3. Also show the slope of the sanitary sewers on site between SMH 2 and building 3. The typical building sewer has a slope of 2% that can be reduced to 1% in certain cases with sufficient flows that provide a self-cleansing velocity of at least 2.5 fps in these pipes.
4. What sanitary sewer flows are expected from this development?

TOWN OF SOUTH WINDSOR
PLANNING & ZONING COMMISSION

MINUTES

-5-

MAY 12, 2020

5. Will there be any floor drains or oil/grit/water separators in this development?
6. The South Windsor WPCA will probably require an access easement to the Town from Burnham Street to SMH1 for inspection and monitoring.
7. Storm water Drainage – What will be the expected WSEL in each of 3 basins for a 10 year, 25 year and 100 year storm.
8. The TF elevation of the YD in Basin 1 is only 0.29 feet lower than the edge of the driveway. Water could back up into the driveway. Will there be a low level inlet in this outlet structure to allow it to drain slowly?
9. I did not see any calculations or notes for sizing the subsurface infiltration system shown. These need to be included and the invert elevations and size of the pipe that connects YD1 to the subsurface infiltration system shown.
10. The reported groundwater depth is at the bottom of the subsurface infiltration system. How much infiltration can be expected from this system?
11. It appears that the stormwater basins are designed to retain all stormwater up to and including the 100 year storm on site and let it slowly infiltrate into the ground and be subject to transpiration by plants and evaporation. If that is correct, it needs to be stated in the Stormwater Management Report.
12. Include a detail for the overflow spillways from basins 2 and 3.
13. On the Detail sheet, the pavement section should show 6 inches of processed aggregate over 8 inches of gravel base.
14. WPCA review and approval of this application is required.

Chairman Pacekonis asked for comments from commissioners.

Commissioner Wagner asked whether emergency vehicles could maneuver around the island in the cul-de-sac safely. Town Engineer Doolittle stated the Fire Marshal had reviewed it and had no concerns. Commissioner Wagner suggested adding lighting to parking and cul-de-sac areas that are away from the wall mounted lights on the buildings. Director Lipe noted a condition of approval to have lighting along the access drive.

Chairman Pacekonis asked how large a truck could get around the cul-de-sac and about lighting on the site. Town Engineer stated he did not believe a tractor trailer could maneuver around the cul-de-sac and referred the question to the applicant. Mr. Ray Nelson, engineer for the project, stated the site was not designed to accommodate large tractor trailers, but the cul-de-sac was designed so that a ladder fire truck can get around it. The largest trucks accessing the site will be box truck types along with pick-up trucks and cars. There are no loading docks. Mr. Nelson stated they will take a look at adding additional lighting for a lower type of street fixture along the side. Attorney Penny noted the residential property along the left side will have to be taken into consideration. Mr. Nelson indicated full cut off lighting compliant with Town regulations could be used.

Commissioner Flagg asked if water and sewer were available to all buildings and units. Mr. Nelson noted each building has water and sewer connections. The modular type units can be combined and each unit will be accommodated with full sanitary facilities, but not showers. The proposed sewer flow is calculated to be

TOWN OF SOUTH WINDSOR
PLANNING & ZONING COMMISSION

MINUTES

-6-

MAY 12, 2020

low usage under 1,000 gallons per day. Each building has connections to water, sewer, natural gas, telecommunications and electric.

Chairman Pacekonis noted the only issue is lighting and if the applicant is willing, can be addressed at Staff level in the future. The applicant agreed.

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 in the amount of \$20,000 for construction of stormwater controls including the detention basins; \$20,000 for wetland and mitigation plantings; and \$15,000 for erosion and sedimentation control.
4. A landscape bond in the amount of \$5,000 is required and must be submitted prior to filing of mylars.
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 8.1.11 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 and the MDC.
9. No building permits will be issued until the State Traffic Commission certificate has been issued (per CGS §14-311).
10. The building street number must be included on the final plan.
11. Pavement markings must be maintained in good condition throughout the site drives and parking areas.
12. All free standing signs and/or building signs require the issuance of a sign permit before they are erected.
13. Engineering comments dated 5/7/20 must be incorporated into the final plans.
14. Additional lighting should be considered along the access drive subject to the review of town staff.
15. A quit claim deed for four feet along the property frontage shall be submitted to the Town of South Windsor.
16. Measures to protect the two large trees shown to be saved shall be shown on the plans.

Commissioner Bernstein seconded the motion

The motion carried and the vote was unanimous.

- 2. Appl. 20-23P, Nutmeg Properties of CT LLC** – request for a 2-lot minor resubdivision of 2.2 acres located at 201-205 Nutmeg Road South, I zone

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

TOWN OF SOUTH WINDSOR
PLANNING & ZONING COMMISSION

MINUTES

-7-

MAY 12, 2020

1. This approval is for 2 lots.
2. All lots shall be serviced by the Town of South Windsor sanitary sewer system and are subject to the approval of the Water Pollution Control Authority.
3. Water shall be supplied to this subdivision by public water.
4. All plans used in the field by the developer must bear the stamp and authorized signature of the Town of South Windsor.
5. All easements for conservation purposes, drainage or utilities, that may be required in connection with the approval of this subdivision, must be submitted on standard Town easement form where appropriate, to this Commission prior to filing the mylars and issuance of building permits. All deeds for open space, public improvements and roadways must be submitted prior to request for Town acceptance; all deeds must be in accordance with the policy for accepting deeds and must be approved by the Engineering Department and Town Attorney.
6. Quantity estimates must be submitted to the Town Engineer (on the enclosed form) for the purpose of determining subdivision bonding. All bonds shall conform to the enclosed bond policy and shall be posted prior to filing the final plans in the Town Clerk's office.

If the developer chooses to submit a Letter of Credit for a one year term, said Letter of Credit must be renewed on a yearly basis until completion of the development. If a new Letter of Credit has not been received within 30 days before the expiration date, the Commission may, at its option, call the Letter it is holding.

7. A drainage assessment fee in the amount of \$50 shall be submitted to this Commission.
8. No building permits will be issued until all modifications have been complied with, and the final plans have been filed in the office of the town clerk
9. A sanitary sewer manhole easement is required for monitoring of discharge into the sanitary sewer.

Commissioner Flagg seconded the motion

The motion carried and the vote was unanimous.

Commissioner Dexter left the meeting due to online technical difficulties. Chairman Pacekonis appointed Alternate Commissioner LeBlanc to be seated for Commissioner Dexter.

- 3. Appl. 18-36P, Philip R. Smith School – Change Order** to expand the multi-field playing request to create ballfield to the rear of the school

Mr. Henry Thomas of The LRC Group presented the change order request for the school project that received approval in 2018 and has been under construction. This change order is for the proposed expansion of the back game field areas of Phillip R. Smith School into the adjacent Town open space parcel that contains a portion of Dart Brook.

A site plan was shown of the original design of the multi-purpose game field and a plan that shifts the baseball back stop area of the field to the north and east to get a better left field base line and to move the soccer field out of the infield area.

TOWN OF SOUTH WINDSOR
PLANNING & ZONING COMMISSION

MINUTES

-8-

MAY 12, 2020

Wetlands in the area have been flagged showing the limits of the area. The perimeter fencing will now be cited outside the edge of both game fields. Grading includes sheet draining to the north and west allowing for no further required structured drainage systems. An option for the school to consider is to implement a drainage course with perforated pipe drains beneath the fields to the open space parcel as a preventive to soggy fields in super high water conditions. There will now be a slightly different route to the back stop. Otherwise, there are no other changes. Colliers International Representative Chuck Warrington was also present for questions.

Director of Planning Lipe commented that the change order was subject to a Minimal Impact permit with the Inland Wetland Agency delegated to Staff level. The only condition being looked at is the 20 feet of no disturbance area between the wetlands and the disturbance.

Town Engineer Doolittle had no staff comments.

Vice Chairman Foley voiced his approval of the plan and asked that the under drainage is implemented so that fields are playable through Spring seasons. Mr. Warrington noted his upcoming meeting with the Public Building Commission where he would share the recommendation with them.

Commissioner Wagner asked if the intended players for the fields are students, leagues or other participants. Mr. Thomas stated their objective was to maximize playability for both user groups. It's first and for most for the elementary students, but the changes improve dimensions for Little League use and the soccer field will become a U-10 size field where one real game can be held or be broken into a couple of smaller fields. Commissioner Wagner noted, as a neighbor on the other side of the open space where people walk through the woods to the school, the need for security but voiced concern that without a gate in the fence, ball players will have to jump the fence to retrieve balls. Mr. Thomas confirmed the plan as presently configured does not have a gate in that area and would raise the point to the School but did not know how the convenience would weigh out with security. As a former soccer referee, Commissioner Wagner noted the soccer field goal posts may require a higher fence behind it.

Vice Chairman Foley agreed with Commissioner Wagner and asked Mr. Warrington for pricing for a 20' high ball safety netting system along the westerly end of the field directly behind the goal post.

Chairman Pacekonis asked if any warning tracks before the fence were planned for the outfield players running backward to catch balls. Mr. Thomas stated warning tracks were not planned explaining the fence is more responsive to the shape of the soccer field than the baseball field.

The Chairman then noted a concern, as a soccer coach, on how the soccer field is depicted in relation to the fence on the north side where there is only four feet from soccer field to the fence. Typically kids are not supposed to stand within three feet of the soccer field if they are on the sidelines. If the field is used for U-10 play, for a league other than for school use, this will put kids on one side of the field and parents on the other. There needs to be more room if the field is used for U-10 play. Chairman Pacekonis agreed with Commissioner Foley about the need for safety netting at the goal where kids are taught to send a ball out of bounds rather than give up a goal. Commissioner Wagner agreed and stated a corner kick cannot be made with the field up against the fence. Mr. Thomas stated they will incorporate the Commission's spatial recommendations when they respond to the conditions of Wetlands.

Chairman Pacekonis noted the basketball court appears to be located in the shade of the building which may make it slippery. Mr. Warrington described the playgrounds and limited real estate on site. The courts are painted for multiple games such as 4-Square and hopscotch to be played during recess. A water base acrylic

TOWN OF SOUTH WINDSOR
PLANNING & ZONING COMMISSION

MINUTES

-9-

MAY 12, 2020

paint will be recommended rather than a thermal plastic to reduce slippery qualities. The Chairman asked how far the parking lot is from the fields which Mr. Thomas described as about 150' away.

Commissioner Flagg asked if there would be lighting on the soccer field. Mr. Warrington replied there is no planned lighting for the field that is meant for practice.

Commissioner Wagner voiced his support with the changes proposed for the field and suggested the applicant return with how they will address the multiple comments made by the Commission before approval. Chairman Pacekonis noted the project's time constraints that Mr. Warrington described and asked if approval could be provided at the meeting to keep on schedule.

Vice Chairman Foley made a motion to approve the change order:

Commissioner Greer seconded the motion.

Commissioner Wagner added a provision requesting the Public Building Commission work with Town Staff to address PZC comments received at this meeting.

The friendly amendment was accepted by Commissioners Foley and Greer.

The motion carried and the vote was unanimous.

- 4. Appl. 19-32P, Vintage Hills II Subdivision** – Request to establish the fee in lieu of open space for this subdivision at \$27,500 which represents 10% of the appraised value of the subdivision land prior to subdivision approval

Director of Planning Lipe described the request from applicant Robert Urso to establish the fee in lieu of open space for the Vintage Hills II subdivision.

Town Engineer Doolittle had no comments.

Commissioner Wagner made a motion to approve the request.

Commissioner Bernstein seconded the motion.

The motion carried and the vote was unanimous.

- 5. General discussion regarding approval process to accommodate temporary outside dining during the staggered reopening with restaurant capacity restrictions (Walter Summers, Fire Marshal and Heather Oatis, Health Department to be available for questions)**

Director of Planning Lipe stated, as businesses begin to re-open on May 20th, restaurants will be allowed to open with the restriction of outside dining only. Town Staff has met with Fire Marshal Walter Summers, Environmental Health Officer Heather Oatis and Police Chief Custer to develop the best approach for restaurants in town to accommodate outdoor dining and proceed in as quick a way possible to open safely.

Town Engineer Doolittle stated the concern is to be safe and not restrict any pedestrian access of sidewalks or roadways. Parking spaces can be used as long as they are well marked.

Fire Marshal Walter Summers stated they will be looking at the size of tents, occupancy load, temporary propane heating, how tables are set up, and egress. The State is requiring some sort of canopy over the outdoor dining areas which will now have to be detailed on applications received.

TOWN OF SOUTH WINDSOR
PLANNING & ZONING COMMISSION

MINUTES

-10-

MAY 12, 2020

Environmental Health Officer Heather Oatis stated their concerns are whether establishments will have take-out only and offering a place for customers to dine outside, or whether they will have wait staff and public access to restrooms. Details concerning garbage and single use plates and forks, as well as, where alcohol can be consumed if allowed are also being addressed. Questions have been raised to the State to be consistent with other towns across the state.

Chairman Pacekonis noted some restaurants that already had outdoor dining 'Pre-Covid-19' might not have canopies over their areas. Health Officer Oatis stated that was noted as a concern of many health officers across the state and are looking for guidance on the subject. The requirement of canopies stem from offering customers a place to dine in inclement weather and people have the option of not participating.

Commissioner Flagg asked if Fire and Health will be monitoring the reopening or will be responding to reports. Fire Marshal Summers stated the plan to proceed, if the Commission agrees, is for applicants to apply to the Town with a plan of how they will set up and operate which Town Staff will review to be sure safety requirements are met. There will be a pre-opening inspection to be sure tables are at the correct distance and tents set up correctly. Additionally, Fire and Health will be monitoring the openings.

Vice Chairman Foley made a motion to allow restaurants to have temporary outdoor dining options and allow the Fire Marshal and Environmental Health Officer to monitor safety as reopening begins.

Commissioner Flagg seconded the motion.

Commissioner Bernstein asked how people waiting for tables would be handled in popular venues in order to keep distancing. Health Officer Oatis stated it would be addressed during the plan review process when an establishment is requesting permission to re-open. Guidance in accommodating lines with the use of cones and marking lines on pavement has already been given to restaurants and food trucks.

Commissioner Wagner voiced his support for the process and noted the minimum of 6' distance between tables does not allow for 6' between those seated at the tables. Commissioner Wagner suggested the specific arrangement of tables and seating be approved by the Health Department as part of the application review. Outdoor dining will allow breezes to move air particles away but canopies with sides may create indoor type conditions restricting airflow.

Vice Chairman Foley restated his motion to allow the Fire Marshal and Health Officer to use their expertise to monitor safety for re-opening.

Commissioner McGuire asked if the canopy requirement was a State regulation. Health Officer Oatis stated the recommendation came from the Food Protection Program at the State of CT Health Department and was given as a requirement. Clarification has been requested and so for now is considered as a recommendation. Commissioner McGuire asked how realistic it is for Town Staff to monitor restaurants' compliance for cleaning and wearing face masks. Health Officer Oatis stated executive orders from the Governor are enforceable by the Police Department and the Health Department enforces sanitizing regulations. Flexibility is required in working in partnership with the Police Department so that a slow roll out will be manageable.

The Chairman restated the motion and the motion passes unanimously.

BONDS: Calling/Reductions/Settings

MINUTES: 4/28/20 approved by consensus with a correction to Page 5 made by Chairman Pacekonis to include why the Chairman voted against renewal of Appl. 20-20P, since it was for renewal of a temporary

TOWN OF SOUTH WINDSOR
PLANNING & ZONING COMMISSION

MINUTES

-11-

MAY 12, 2020

and conditional permit where at this time there did not appear to be a use for and no longer appeared proper to have it in place for 29 years and to continue without a reason.

OLD BUSINESS: *see page 3*

Vice Chairman Foley left the meeting.

APPLICATIONS OFFICIALLY RECEIVED:

Appl. 20-25P, Costco Wholesale Text Amendment - request to modify Section 4.2.11.F (2) to allow, by Special Exception, changes to hours of loading activities, deliveries or pickups provided certain requirements are satisfied, specifically: minimum size of the facility, distance from residential zones/area, truck routing plan avoiding residentially zoned areas; and incorporation of design criteria to mitigate noise from loading areas, for properties located in the Buckland Road Gateway Development Zone

OTHER BUSINESS:

The May 26, 2020 meeting may be cancelled.

CORRESPONDENCE / REPORTS:

ADJOURNMENT:

Motion to adjourn the Regular Meeting at 8:47 p.m. was made by Commissioner Flagg.
Seconded by Commissioner Wagner. The motion carried and the vote was unanimous.

Respectfully Submitted,

Lauren L. Zarambo,
Recording Secretary