

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

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**FEBRUARY 8, 2022**

**MEMBERS PRESENT:** Bart Pacekonis, Stephanie Dexter, Kevin Foley, Alan Cavagnaro, Robert Vetere, Stephen Wagner, Michael LeBlanc

**ALTERNATES PRESENT:** Paul Bernstein

**STAFF PRESENT:** Michele Lipe, Director of Planning; Jeffrey Doolittle, Town Engineer; Michael Lehmann; IT Support; Caitlin O'Neil, Recording Secretary; Marek Kozikowski, Council Liaison

**PLEDGE OF ALLEGIANCE**

Chairman Pacekonis explained that there was an issue with the call in feature on WebEx and suggested members of the public use SwagIt, Facebook or Cox Cable to view the meeting. Additionally, the issue was on the vendor side and not the town side of WebEx.

Secretary Wagner read the legal notice posted in the Journal Inquirer.

Chairman Pacekonis read opening comments and reviewed WebEx procedures under which the meeting would operate.

**CALL TO ORDER:**

**PUBLIC HEARING/ Webex Conference ONLINE MEETING - 7:00 P.M**

1. **Appl. 21-55P, McGuire Road Associates LLC dba Hartford Truck Equipment** - request for a zone change of 7.3 acres from Rural Residential (RR) zone to General Commercial (GC) zone, for property located at 542 King Street (Cont. from 1/11/22)

Commissioner Wagner commented that he was going to recuse himself from this application. Chairman Pacekonis sat Alternate Commissioner Bernstein for Commissioner Wagner.

Attorney Peter Alter of Alter and Pearson and Glen Martin of Design Professionals were present on behalf of the applicants. Additionally, owners and applicants Blake and Derek Brannon were present. Attorney Alter commented that since the last meeting they were able to answer and provided more information in regards to questions from the Commission. Attorney Alter commented that they had submitted draft conservation easement language, however, from his understanding the town may not be the proper grantee for the conservation easement. Attorney Alter added that the Declaration of Restrictions was also submitted, with the only restricted covenant being the height limit of 28 feet. Attorney Alter added that the applicant is willing to add uses that Commission would like to have restricted. Attorney Alter discussed the document that discussed the current driveway on McGuire Road, which would be surrendered and added that the driveway on King Street would remain for use for the current neighbor but would not be used by Hartford Truck (Exhibit A).

Attorney Alter addressed the letter that was submitted by the neighbor from 545 King Street. Attorney Alter commented that there was some misinformation in that letter, specifically, that the proposed plan would allow complete screening of the property with trees and a fence. Additionally, the letter mentioned concerns with potential increase in traffic, however, there would not be any access to Hartford Truck Equipment via King Street as the main entrance would remain on John Fitch Boulevard. Attorney Alter reviewed the growth periods for the berm, which would feature 154 trees planted along King Street. Attorney Alter commented that this berm would provide a great deal of protection to the surrounding neighborhood and would provide even more screening than development of single-family homes. Attorney Alter summarized that he felt the application met the goals of the Plan of Conservation and Development and added that the applicant did receive approval from Inland Wetlands Agency and Conservation Commission.

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Chairman Pacekonis asked for town staff comments.

Director of Planning Michele Lipe reviewed conservation easement language and grantee options. Ms. Lipe also reminded the Commission that they cannot place conditions on zone change. Alter agreed they cannot condition a zone change.

Town Engineer Jeffrey Doolittle commented on the elimination of the driveway on King Street.

Chairman Pacekonis asked for letters to be read into the record (Exhibit B). Michele Lipe commented that IT had a new call in number for members of the public and the number was displayed on the screen.

Commissioner Cavagnaro read letter of support from Dave Kasheta of 1297 Main Street and owner of Kasheta Power Equipment.

Commissioner Dexter read letter of support from Marlene Howlader and Priyang Shah of 162 Candlewood Drive and Pranay and Maya Shah of 10 Cody Circle.

Commissioner Cavagnaro read letter of support from Douglas Bushkoff and Kristin Foxx of 9 Pond Lane.

Commissioner Dexter read letter of support from Tom Delnicki of 130 Felt Road.

Commissioner Cavagnaro read letter of support from James D. Murphy of 786 North King Street.

Commissioner Dexter read letter of support from John Samsel owner of Samsel Management LLC on 333 Deming Street.

Commissioner Cavagnaro read letter of support from Frank Pierce III owner of P+P Lawn Care and Landscaping LLC on 618 Main Street.

Commissioner Dexter read letter of opposition from Walter Russak of 629 Tolland Turnpike in Manchester.

Commissioner Cavagnaro read letter of opposition from Joan Russak of 677 Governor's Highway.

Commissioner Dexter read letter of opposition from Robert Russak of 549 King Street.

Chairman Pacekonis asked for Commissioners comments.

Commissioner Vetere questioned should the zone change takes place, could the conservation easement be established at the same time of the approval. Attorney Alter responded that they would expect to execute documents as part of the filing for the zone change.

Commissioner Dexter questioned what would be easier, limiting certain uses or listing the uses the Commission only feels comfortable allowing at this location. Commissioner Dexter added that should they approve the zone change she felt there should be more exclusions for uses at this site.

Commissioner Bernstein questioned the Director of Planning Michele Lipe have there been any similar applications to this one. Ms. Lipe responded that she could not think of zone change that included a restricted use document. Town Attorney Kari Olson commented that it is important to caution when changing the zone because a zone change would allow all permitted uses that are listed on their table in the regulations. Commissioner Bernstein questioned if the permitted uses would supersede the applicant's offer to deed restrict the property. Attorney Olson commented that to her knowledge there is not an ability to allow a zone change with conditions and restrictions.

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Commissioner Foley echoed similar thoughts as Commissioner Bernstein. Commissioner Foley questioned that upon any future sale of the property would another applicant have to come before the Commission to potentially subdivide or rebuild the property. Michele Lipe responded that any applicant would be subject to the Commission's zoning regulation, therefore, any future application would need to be discussed and approved by the Commission. Commissioner Foley questioned if multiple businesses could be run from the property. Ms. Lipe responded that yes there can be multiple businesses on one site plan.

Chairman Pacekonis commented on the driveway issue on King Street and explained that while he was not looking to make an issue over the driveway he was curious if the applicant would be willing to surrender this driveway on King Street. Attorney Alter responded that the berm was designed with the idea in mind that the neighbor would have use of a short portion of the driveway and the remainder of the driveway would be removed beyond point of access. Chairman Pacekonis reiterated his question, would the applicant be willing to surrender the driveway on King Street. Attorney Alter explained they would have to go back to the neighbor and explain the circumstances and perhaps the Brannon's would find another way to accommodate the neighbor. Attorney Alter asked to respond to Attorney Olson's comment. Attorney Alter commented that he agreed with Attorney Olson, they could not condition zone change, however, the applicant had filed a site plan application that shows the berm. This application has been submitted to ensure the Commission of what was been promised, the declaration of restrictions, surrendering of driveway and the conservation easement.

Chairman Pacekonis commented that he was concerned about how the berm and conservation easement would be maintained. Attorney Alter reviewed a visual of the berm and commented that this would be located on the property line and not in the town right of way. Chairman Pacekonis questioned if there would be any flat land between King Street and the start of the berm and if so, how would this flat area be maintained. Glen Martin from Design Professionals responded that this area would be maintained and mowed as lawn. Mr. Martin added that the Town's Public Works Director had also been to the site and had tagged trees that would remain on King Street. Chairman Pacekonis questioned if the berm would also be maintained. Mr. Martin confirmed that it would be maintained as well.

Chairman Pacekonis questioned that with the combining of properties, is the intent to have two businesses with two different addresses. Attorney Alter commented that the additional piece of property that face John Fitch Boulevard that is not currently used by Hartford Truck could have potential for another use but nothing has been determined at this time. Attorney Alter added that at this time the owner's plan is to have Hartford Truck make use of the land as it continues to grow. Chairman Pacekonis confirmed that this piece of property is located in the general commercial zone. Chairman Pacekonis confirmed that the recently approved temporary and conditional berm is located on the zone change line. Attorney Alter commented that it is but should this application be approved that berm would be removed.

Chairman Pacekonis asked if there were any other comments or concerns.

Director of Planning Michele Lipe commented that there were two people on the line.

Joan Russak of 677 Governor's Highway commented on concerns with the zone change.

John Holowczak of 39 Cody Circle commented on possibility of re-subdividing the RR zoned property to two parcels. Attorney Alter explained they initially explored a similar plan, however, after working with the neighbors and considering the needs of the application, they felt there was no purpose of leaving a strip of RR on King Street.

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Commissioner Vetere asked Town Attorney Kari Olson if a conservation easement was put in place, wouldn't that put the restrictions on the property without change of the classification of the zone. Attorney Olson responded that should the town agree to the conservation easement this would not be able to be modified, therefore, it would provide a permanent buffer.

Chairman Pacekonis closed the public hearing at 8:29pm.

2. **Appl. 22-01P, 25 Talbot Lane Site Plan**- request by UW Vintage Lane II,LLC for site plan approval for a 359,640 sq ft distribution facility on 30.37 acres of property, on property located at 5, 25 Talbot Lane, 475 and 551 Governor's Highway (southerly side of Governor's Highway, easterly side of Talbot Lane), I zone

Chairman Pacekonis commented that Commissioner Bernstein would remain seated until Commissioner Wagner logged in.

Attorney James Connor representing the applicant raised a point of order regarding the procedure for setting the public hearing on the above referenced application and suggested that the hearing not go forward, the vote to be held to confirm that the Commission wanted to hold a public hearing for the application and republish the legal notice.

Chairman Pacekonis stated that he would entertain a motion consistent with our standard procedure for all applications for distribution centers and those involving applications with petitions from proposed interveners. This is pursuant to the Regulations section 8.5.C, it is in the public interest to have a public hearing regarding the pending application for site plan approval for the installation of a distribution center at 25 Talbot Lane, Application No. 22-01.

Commissioner Foley motioned to hold a public hearing for Appl. 22-01P. Commissioner LeBlanc seconded the motion. Commissioner Wagner questioned why there was not a hearing for the subdivision regulations. Attorney Kari Olson commented that this would not fall under re-subdivision since this is not creating any additional lots. Chairman Pacekonis called the motion and roll call was held. Commissioner Foley, LeBlanc, Cavagnaro, Vetere, Dexter and Pacekonis voted yes. Commissioner Wagner voted no. The motion carried 6-1.

Attorney Connor commented that they were prepared to submit an objection. Attorney Olson responded that there was no wording in the regulations that references when the vote is required by the Commission to hold a public hearing. Additionally, the public hearing had been properly noticed, the applicant was informed of the date and the public has been made aware of the hearing. She felt the Commission was justified in proceeding with the public hearing.

Attorney Connor reviewed the site plan application for a warehouse and distribution center. Attorney Connor reiterated that the applicant was not applying for any special exceptions or waivers and the existing lot lines would be merged together to create one large parcel. Attorney Connor commented that the applicant did receive approval from Inland Wetlands Agency and Conservation Commission on November 3, 2021 and approval from the Architectural Design Review Committee. Attorney Connor commented that the previous application, Application 21-36P, had been denied due to concerns of truck queuing. Attorney Connor added that that this revised plan demonstrates more adequate queuing and tractor-trailer circulation. Attorney Connor then addresses other changes to the site plan, which features few tractor-trailer parking spots, additional dumpster location, modified lighting, anti-idling signs, timber noise barrier walls, cross walks, freestanding sign to direct tractor-trailers to the queuing area, and slide gates by tractor-trailer entrance. Attorney Connor discussed why he felt this application met the zoning

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requirements for South Windsor. Attorney Connor then reviewed various court cases that he felt provided further insight as to why this site plan was acceptable.

Ben Wheeler of Design Professionals reviewed the site plan in more detail. Mr. Wheeler commented that the plan is similar to the previous application and reviewed the changes highlighting the configuration of truck access and circulation that had been updated. Mr. Wheeler explained that tractor-trailer trucks would still access the site via Talbot Lane but would now turn left in the parking lot, which would now allow for 30 queuing spaces for trucks. Mr. Wheeler added that the drainage design and calculations have not changed from previous plan. Mr. Wheeler commented that they received comments from town staff and he does not see any objections but would appreciate more time to respond to those comments as they were received today.

Attorney Connor commented that they received town staff comment today and packet of material from the intervener. Attorney Connor added that he would hope the Commission would take action on whether or not they would accept the intervener's petition. Additionally, the applicant and the design team would need to further evaluate information presented to allow them a chance a respond to any questions or concerns raised by this packet of information. Attorney Connor reviewed the paperwork submitted by the applicant, most of which is similar to the material that was submitted for the last application.

Chairman Pacekonis asked for staff comments.

Director of Planning Michele Lipe referenced her Planning Report that had been distributed with the agenda (below) and highlighted issues related to changes made to the site plan. These changes include the queuing area that now has a reduction of trailer spaces from 119 to 59, approximately 30 additional queuing spaces for tractor-trailers, a wooden wall barrier to help with noise near the Edgewood Drive property line, and no parking and no idling signage. Furthermore, the application is subject to OSTA approval, there is fencing needed to provide screening from loading docks facing Talbot Lane, and in addition to the buffer requirements town staff is asking for inter-planting to keep the buffer effective. Lastly, the lighting does conform with the regulations, the site plan did receive a favorable recommendation from Architectural Design Review Committee and the submitted traffic study was given to police with no additional comments at this time.

1. Request for site plan approval for a 359,640 sq ft distribution facility (including approximately 6,000 sf of office space) on 30.37 acres of property, combining properties located at 5 and 25 Talbot Lane, 475 and 551 Governor's Highway, I zone. As the Commission is aware, a similar size building was proposed and subject of a denial in December of 2021.
2. As with the previous application, the intended use is offices and warehouse space for a distribution facility. There is no known tenant at this time and there is no outdoor storage proposed with this application. The applicant has provided a fiscal impact analysis addressing the potential benefits of this type of project to the town, traffic study, environmental report, etc.
3. Maximum impervious coverage allowed is 65%; 55.4% proposed. Proposed building will be 40 feet in height. Front yard setback for the building is about 95 feet, 35 feet required. Side yard setback minimum is 10 feet; 240 feet is proposed. The parking requirement for this building is 318 spaces; 318 spaces have been provided. The proposal also includes 10 EV Charging stations (including 2 handicap spaces) and 24 EV ready spaces.
4. There are 54 loading docks shown servicing this facility and 59 trailer spaces. These loading docks and spaces are located on the westerly side of the building as well as a parking area for approximately 30 tractor trailers to queue. The regulations prohibit loading docks from facing the public highway

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and activities must be screened from the roadway. These docks do not face Governor's Highway and the applicant is proposing a six-foot berm with plantings along the site's frontage to screen the activities. We would recommend the applicant is incorporate a screening fence along the property boundary on the westerly side of the site to screen views into the parking area.

5. There are two access drives servicing the site. The primary access off of Talbot Lane will be a full-service drive for the trucks and the Governor's Highway access will be for employees. There is a driveway around the building; however it is gated off from through traffic. Other signage being added include "No Parking, Standing or Queuing" along Talbot Lane frontage, and "No Idling" signs posted periodically throughout the western parking areas and along the building.
6. A traffic study has been submitted and reviewed by the staff. The findings indicate that the road network can accommodate the anticipated increase in traffic and that there are no improvements necessary at this time. With the previous application, the Police Department has requested that a sign be added directly across from the gated entrance stating "Trucks are required to turn left". Staff would request that the study be updated to reflect the changes reflect changes in the plans (number of parking spaces, trailer spaces, etc).
7. Office of State Traffic Administration approval is required; and OSTA has full jurisdiction over traffic signals and road improvements on State roads. The traffic engineer indicated that OSTA has reviewed their traffic study, however a final certificate has not been issued by the State. The final plans submitted shall reflect any requirements of the State's approval.
8. With the original application, staff had also suggested pursuing a "Traffic Calming Study" along Governor's highway and had requested an area be identified for site line easements, grading easements and potential future ROW in the vicinity of the Governor's Highway site drive to accommodate potential road improvements made by the town. We would make that same request with this application.
9. This property is adjacent to industrially zoned property to the west and northwest and residentially zoned property to the east, southeast and northeast. A 50-foot buffer is required along the residential zone line. The applicant's proposal is to leave the first 50 feet untouched and then construct a 6-foot-high berm with buffer plantings in the next 50 feet along the southerly and easterly side of the property. Cross-sections of the buffer have been provided. As suggested previously, interplantings within the 50-foot buffer area would ensure growth over time within the required buffer area.
10. All proposed lighting are full cutoff fixtures. The lighting includes wall paks as well as 25' poles in the employee parking areas and throughout the parking areas.
11. The applicant has provided a colored elevation. They intend to have both a free standing and building signage. It should be noted that only one free standing sign is allowed (the plans reflect signage at both entrances). Landscaping has been included along the site's frontage and throughout the parking areas meeting our interior parking landscaping requirements.
12. There are no sidewalk or pathways shown on the plans and the current sidewalk plan does not call for any sidewalk along this stretch of Governor's Highway. Staff had requested the road ROW be graded so that in the future a pathway or sidewalk could be installed.
13. With the original proposal, the applicant had offered pursuing a pathway from the southern end of the site through the Town open space to provide a connection to the existing walking trail created as a part of the Constitution Landing industrial subdivision.

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14. Architectural and Design Review Committee reviewed this project on September 1 and will be reviewing additional elevations and materials at a future meeting. The applicant returned to ADRC on 10/21/21 to review changes to the building elevations as well as building materials and colors. The committee was pleased to see the relocation of the loading docks and that the building now addressed the road with the office component. They forwarded a favorable review of the project.
15. A 60 ft. wide X 12 ft. tall wooden wall to mitigate sound shall be constructed at the southern end of the loading dock area in the area presented by the applicant. The applicant shall comply with all state and local noise ordinances
16. The facility operator and operator's security services shall monitor and enforce compliance with all state and local idling ordinances. No idling signs shall be posted on site in areas visible to truck drivers. The applicant shall utilize the State CT DEEP model design for such signage.
17. The site is served by public water and sewer. Water Pollution Control Authority approval is required.
18. The Fire Marshal's office has reviewed the revised layout and have not expressed any concerns; the police have also review the revised layout.
19. There are areas of regulated wetlands on the site. The IWA/CC approved this application on Nov 3, 2020 requiring bonds in the amount of \$50,000 for establishment and maintenance of erosion and sediment controls, and \$100,000 for the installation of stormwater structures and wetland mitigations measures. The mitigation area to be held for three growing seasons to ensure proper establishment. The applicant did approach the IWA with a new application, however they were advised a new application was not warranted. A modification to the existing approval has been submitted and will be heard by the IWA/CC on 2/2/22.

If this application is approved, the planning department requests the following modifications:

- A deed combining all four properties into one building lot shall be submitted. The property address shall be known as 25 Talbot Lane.
- Evergreen trees and/or bushes shall be interplanted within the 50-foot buffer area to enhance the screening of the site and maintain buffer screening over time subject to staff approval.
- The facility operator and operator's security services shall monitor and enforce compliance with all state and local idling ordinances. No idling signs shall be posted on site in areas visible to truck drivers. The applicant shall utilize the State CT DEEP model design for such signage.
- The conservation 40-foot easement shown to include the berm and landscape area shall include language requiring the maintenance of the plantings in perpetuity to achieve the required buffer screening requirements of Section 6.2.4 B.
- Site line easements, grading easements and potential future ROW shall be shown on the plans in the vicinity of the Governor's Highway site drive to accommodate potential road improvements that the town may consider in the future.
- If the use for this facility changes from a warehouse/distribution facility, the applicant is to return to the Planning and zoning Commission for further approval of the use.
- Grading along Governor's Highway shall be able to accommodate a future five-foot sidewalk.

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Town Engineer Jeffrey Doolittle read the Engineering Report.

I have reviewed the above Site Plan received in July and have the following comments

1. Show an easement to the Town along Governors Highway near the east entrance for Road improvements/traffic calming measures including a possible round-about.
2. The Town Public Works Department plans to keep the concrete Jersey barriers that are along Governors Highway in front of this parcel. These need to be moved by a site contractor to the Town Garage at 157 Burgess road upon coordination with Public Works staff.
3. The EV installed and ready spaces need to be for Level 2 charging per the PZC regulations. Make sure there is room for these chargers and they do not block the sidewalk or parking spaces.
4. Label the main entrance into the building
5. Why are there so many painted crosswalks in aisles of the eastern parking lots?
6. Where will dumpsters for trash and recycling be located?
7. The plans now show a large truck queuing area west of the building with 2 gates. Where will trucks enter the warehouse and distribution center?
8. Why are the truck parking spaces and aisles different dimensions by the building and in the truck queuing area? (ie aisles of 110 feet and 70 feet).
9. What will prevent trucks and cars from driving over the narrow 5 foot wide island between the queuing area and main truck parking spaces by the building?
10. There needs to be more than one sign where the emergency driveways go around the north and south side of the building by the eastern car parking lots to keep vehicles from using these driveways. Another sign, gate, painted stop bar, speed hump or something else is needed.
11. Show the proposed FF Elevation of the building.
12. I think there needs to be plantings or landscaping by the proposed timber noise barrier wall to provide more texture to help absorb noise here.
13. Label/show flat grading about 15 feet wide from the existing edge of pavement along the Governors Highway frontage of these properties for future sidewalks.
14. Label the bottom elevations of the flat areas in the detention basin. What is the estimated GW elevation and is a large pool of standing water expected to be present in the basin?
15. Will there be a generator for this building and where will it be located?
16. How will the electrical/utility meters, transformer, exterior panels be screened from view from the Street?
17. The Traffic report includes vehicle turning movement counts at the intersections of Governors Highway and Route 5, Talbot Lane and Route 30. How many heavy trucks are using Governors Highway both west and east of Talbot Lane?
18. The Traffic report capacity analysis shows a significant increase in the westbound queues on Governors Highway at Route 5 and corresponding decrease in the LOS for this movement and essentially no change in the queues or LOS at the intersections of Governors Highway and Talbot Lane and Governors Highway and Rte 30. The trip distribution figure shows 25% of cars moving



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east from this site and 63% of cars moving west. It also shows trucks that make up 12% of trips all moving west on Governors Highway. If all the parking spaces shown were filled, cars would be 78% and trucks 21% of all vehicles on site. Table 1 of the report shows a total of 243 passenger vehicle trips and 32 truck trips in the AM peak hour to and from this site. These numbers and results do not seem to be consistent and need to be explained further.

19. Some means other than signs are needed to insure trucks coming to and going from this site only travel to the left or west on Governors Highway.
20. The Town proposes to conduct a traffic calming study of Governors Highway east of Talbot Lane to help address residences concerns about truck traffic on Governors Highway and requests the developer's assistance and cooperation with this study.
21. Provide the average daily and peak sanitary sewer flows expected from this building
22. WPCA review and approval is needed for this project.

Please let me know if there are any questions.

Chairman Pacekonis commented that the Commission received an intervener petition. Chairman Pacekonis commented that he was not prepared to make a determination for status of the intervener. With that said, Chairman Pacekonis asked if any of the interveners wanted to make an opening statement. Derek Butler commented that he was present and wanted to make a statement. Mr. Butler reviewed his petition and paperwork that he submitted. Mr. Butler highlighted concerns from the Air Quality and Land Use Handbook from the California Environmental Protection Agency. Mr. Butler discussed the pre-trip inspection that trucks must complete prior to leaving the site and commented that this inspection supersedes the EPA's idling time limit. Mr. Butler then commented on the potential substantial health risk to the surrounding neighborhood with trucks idling for long periods of time.

Mr. Butler commented on the updated queuing plan, which he felt was still not adequate enough space for the proposed size of the site and further discussed the difficulty of tractor-trailer truck maneuvering. Mr. Butler also commented on the continued traffic concerns and felt that the traffic report was not accurate and is missing important data. Mr. Butler reviewed additional exhibits in intervener package, which included photos of a tractor trailer stuck in a lawn on Cody Circle and trucks staging on the side of the road. Chairman Pacekonis confirmed that no other interveners were present that wanted to speak.

Chairman Pacekonis asked for letters to be read into the record.

Secretary Wagner read letters of opposition from Deborah Beacham of 120 Hilton Drive, Amy Costa of 152 Edgewood Drive, Jared and Mindy Lewis of 170 Long Hill Road, Keri Watson of 31 Elizabeth Street, Peter Andrews of 80 Cody Circle, Richard Delhaie of 95 Cody Circle, Ben Stephens of 84 Murielle Drive, John Drenka of 144 Edgewood Drive and Leigh Lovering of 20 Elizabeth Street.

Commissioner Dexter read letters of opposition from Rui Costa of 152 Edgewood Road, Steve Grech of 155 Judy Lane, John Holowczak of 39 Cody Circle, Wayne Botha of 720 Governor's Highway, Christopher Edlund of 11 Beldon Road, Joan Russak of 677 Governor's Highway, Sathishkumar Gandhi of 36 Simcka Drive and Richard Delhaie of 95 Cody Circle.

Secretary Wagner read emails of opposition from Balakrishnan Chenthamarakshan of 59 Chaponis Way, Louise Gagnon of 9 Main Street and Charline Daigle of 106 Pierce Road.

Director of Planning Michele Lipe read additional emails of opposition from Craig Zimmerman of 5 Amato Drive #A, David Mills of 57 Edgewood Drive request that the Planning & Zoning Commission

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submit for the record the minutes from the Commission meetings on 10/12/21, 10/26/21, 11/09/21. David Mills also submitted an email highlighting the history of the property.

John Holowczak of 39 Cody Circle commented on the news article submitted by Richard Delhaie and letter submitted by David Mills. Mr. Holowczak reviewed concerns and potential deficiencies with parking on the property.

Commissioner Wagner commented on the parking space calculations and explained that it is not clear what definition of employees is in regulations. Additionally, the proposed facility will likely have some employees that are not full time. Director of Planning Michele Lipe responded that she would need to review the parking in more detail and see how this has been treated previously. John Holowczak responded that he felt the parking was short by 100 spaces. Ms. Lipe commented that they encourage the least amount of parking and to utilize reserve parking on site.

Commissioner Wagner and John Holowczak discussed the circulation road on the site plan.

Richard Delhaie of 95 Cody Circle commented on the potential parking deficiency.

Director of Planning Michele Lipe commented on her site review, the parking for the new site plan and the reduction in office space square footage that is reflected on the new plan.

Chairman Pacekonis commented that typically at remote meetings they have site plans to review, however, they were not provided with any site plans for this application. Michele Lipe explained that the applicant did not want to provide the site plan. Commissioner Wagner questioned if the application was complete. Ms. Lipe explained the application is complete but the applicant did not want to provide additional hard copies for the Commissioners to view for the virtual meeting. Chairman Pacekonis commented that the Commission does need this information in front of them. Attorney James Connor commented it is not a requirement to provide this in the regulations, however, he would discuss if they would provide a site plan at the next meeting.

Chairman Pacekonis commented that they intend to have the public hearing continued for this application at 8pm on February 15, 2022.

Commissioner LeBlanc motioned to continue public hearing.

Commissioner Vetere seconded the motion. The motion passed unanimously.

Commissioner Wagner commented on upcoming meeting dates. Commissioner Cavagnaro questioned if it is common practice to not ask the applicant further questions before the next public hearing. Chairman Pacekonis commented that he would like to give the Commissioners a chance to speak and ask the applicant questions at the next public hearing.

**APPLICATIONS OFFICIALLY RECEIVED:**

1. **Appl. 22-07P Evergreen Walk, LLC Multifamily Text Amendment** – request to amend Specific Requirements for Multifamily Residential Use in the Buckland Gateway Development Zone - including Section 4.2.15 A.2.e to increase the number of units permitted to 365 units; and modify Section 4.2.15 A.2.c to modify the criteria for achieving the required 2:1 residential to commercial ratio for mixed use developments within this zone
2. **Appl. 22-08P Evergreen Walk, LLC** – request to modify the Evergreen Walk General Plan of Development in accordance with Section 4.2.15 D.2 and a special exception to Section 4.2.15 D.1 for an 165 unit residential development, for a portion of 151 Buckland Road [within "Evergreen Walk"]

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known as Unit 7C, and being approximately 2,000 feet west of Buckland Road and 1,000 feet north of Smith Street, Buckland Road Gateway Development Zone

3. **Appl. 22-09P Simmons Soccer Field T&C-** request for a renewal of a 2 year temporary and conditional permit (Section 2.13.a) to create two soccer fields, associated parking and temporary lights, at 225 West Road (southwesterly corner of West Road and Sullivan Avenue), GC zone
4. **Appl. 22-10P 1496 Realty Associates** – request for a two year temporary and conditional permit for use of approximately 4,500 sf of lawn area for outdoor storage of trailers, on property located at 1496 John Fitch Boulevard, I zone

**OTHER BUSINESS:**

**CORRESPONDENCE / REPORTS:**

**ADJOURNMENT:**

Commissioner Wagner motioned to adjourn.

Commissioner Vetere seconded the motion. The motion passed unanimously.

Meeting adjourned at 10:57 pm.

Respectfully Submitted,

Caitlin O’Neil, Recording Secretary