

TOWN OF SOUTH WINDSOR
PLANNING & ZONING COMMISSION

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MARCH 28, 2023

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

ALTERNATES PRESENT: Paul Bernstein and Carolyn Carey

STAFF PRESENT: Michele Lipe, Director of Planning; Michael Lehmann, IT Support; Caitlin O'Neil, Recording Secretary

PLEDGE OF ALLEGIANCE

Secretary Wagner read the legal notice into the record.

Chairman Pacekonis sat Alternate Commissioner Bernstein for Commissioner Foley.

CALL TO ORDER

PUBLIC HEARING/7:00 PM:

1. **Appl. 23-02P Villa of Lebanon Temporary Trailer Parking T&C-** request for a 2 year temporary and conditional permit for storage of 8 food truck trailers, on property located at 797 John Fitch Boulevard with access from Mascolo Road through property at 787 John Fitch Boulevard, GC zone.

Herb May of Macchi Engineers presented on behalf of Medhi Alhusseini, owner of Villa of Lebanon. Mr. May reviewed the reason for the temporary and conditional permit indicating Mr. Alhusseini has food trailers for different fairs and events and needs storage for these items. Mr. Alhusseini purchased the lot on John Fitch Boulevard to help with his storage problem. Mr. May reviewed the surrounding properties, this property is primarily surrounded by industrial and commercial properties. He added that they were looking to cut down approximately a dozen trees to help with storage and also looking to extend the gravel driveway to allow the applicant better access to the site and for trailer parking.

Mr. May commented that the property owner on the corner of John Fitch Boulevard and Mascolo Road is allowing Mr. Alhusseini access to the property through his own since access cannot be given on Route 5 without State approval Mr. May commented that the applicant would prefer direct access to Route 5, however, they would need go through the Department of Transportation for a curb cut and he does not plan on doing that at this time. Mr. May commented that trailers would be entering and exiting the site Friday through Sunday usually leaving around 9 or 10 am returning around 5 pm. Mr. May commented that the Town Engineer had reviewed plan and made one comment regarding grading, which has been updated.

Chairman Pacekonis asked for town staff comments.

Director of Planning Michele Lipe read the Planning Report.

1. A request for a 2-year temporary and conditional permit for storage of 8 food truck trailers, on property located at 797 John Fitch Boulevard with access from Mascolo Road through property at 787 John Fitch Boulevard, GC zone.
2. At this time the lot is a vacant, heavily treed lot. The applicant is proposing to clear an area approximately 11,000 sf, put down a gravel base and store up to 8 food truck trailers (approx. 9 X 20 in size) on the site. Typically, the trailers would leave the site around 10 in the morning and arrive back at 5 PM.
3. This site has frontage on Route 5, however access into this area is proposed from Mascolo Road through a 25-foot easement on the adjacent property at 797 John Fitch Boulevard (letter of permission submitted).

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4. Upon recent site visit, it was observed that two box containers and boat are currently on site. The storage containers have been located on the plans and will be covered under this permit. Will the applicant be removing the boat?
5. This application does not meet the threshold for a conservation plan approval, however, staff requests a \$3,000 bond for erosion and sedimentation measures and stabilization of the site.
6. 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 application is approved, the planning department would like to remind the applicant that the approval is only for those items mentioned and that no other equipment or trailers should be brought on site.

Chairman Pacekonis asked for public comment. No public comment.

Chairman Pacekonis asked for Commissioner comments.

Commissioner Cavagnaro questioned the hours that the trailers would be exiting and entering the site and if it would be possible that these trailers would leave the site earlier or later than discussed. Herb May commented that these are the hours that were discussed with the applicant, he added that these are fairly small trailers, they are pulled by a standard truck. Commissioner Cavagnaro questioned how frequently the trailers would be entering or exiting the site. Villa of Lebanon owner, Mr. Alhusseini, explained that they do not work at fairs every weekend, however, between fairs and other events they typically have one to two events every week during the season. Commissioner Cavagnaro questioned security for the site. Mr. Alhusseini commented that the trailers would be secured on site. Commissioner Cavagnaro questioned if there would be any lighting on the site. Mr. Alhusseini commented no lighting. Herb May commented that the abutting property does have lighting on site.

Commissioner Wagner questioned the storage of the two storage containers, which appear to be near trees. Herb May commented that those two storage trailers would be underneath the tree canopy, additionally, these would be stationary and not moved. They would be used for storage for larger events.

Commissioner Bernstein confirmed that this would be a 2 year permit and questioned if the applicant has more permanent plans for the site. Mr. Alhusseini commented that when he purchased the site his initial hope was to build a restaurant, however, there is an issue with putting a light on John Fitch Boulevard. He added that his hope would be to eventually build a restaurant on this site.

Chairman Pacekonis commented that he had some concerns with the amount of storage that would be visible from Route 5. Chairman Pacekonis commented that if Mr. Alhusseini extended this permit in 2 years that he would be looking for some screening, like arborvitaes, to be put on the site.

Chairman Pacekonis closed the public hearing at 7:22pm.

2. **Appl. 23-07P Poulin Interior Lot Special Exception and Site Plan Modification** – request a modification to the approved interior lot to reduce the size of the lot and change location of the house, for property known at 586 Strong Road, RR zone

Jim Coon, Project Engineer with J.R. Russo and Associates, was present representing the new owners of 586 Strong Road, Danny and Liza Legare. Mr. Coon explained that this property was approved in 2007 for an interior lot. The applicant is requesting a modification to interior lot and a reduction of the lot from approximately 7 acres to just under 4 acres. The remaining land would be combined with the remainder of

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Poulin property to the west. Mr. Coon explained that with this change of the lot size, the site plan for the home would be modified to better accommodate the new house with an updated location of the home, septic tank and screening along the property boundaries.

Chairman Pacekonis asked for town staff comments.

Director of Planning Michele Lipe read the Planning Report.

1. Request for a modification to the Special Exception and subdivision approval to granted in 2007 for interior lots on property located at 586 Strong Road, RR zone. The original lots were proposed to be 5.9 acres and 2 acres respectively. With this new proposal, the western interior lot is being reduced to approx. 3 acres and the remaining land is being combined with the property at 432 Strong Road.
2. The new lot meets the requirements for interior lots in the RR zone. The lot will be serviced by well and septic system. Final design of the septic systems is subject to review and approval of the town sanitarian.
3. The proposed lot is accessed through a common driveway entering from Strong Road. This access drive has been built in 2009 and met the requirements of the fire marshal at that time.
4. The applicant is proposing a combination of Norway spruce and eastern red cedar to provide screening between the existing houses and interior lot.
5. There are regulated wetlands on the property, and the IWA/CC heard and approved this application on 3/21/07. At that time there were landscaping requirements associated with the pond – those bonds were released in 2013.
6. We note that a “representative” house footprint is shown. If this application is approved, when an actual house plan is submitted. Any modifications other than very minor ones would need to return to the Commission for approval.

If this application is approved, the Planning Department request a new deed be filed combining the remaining land with the property at 432 Strong Road.

Chairman Pacekonis asked for public comment. No public comment.

Chairman Pacekonis asked for the Commissioner comments.

Commissioner Bernstein asked for clarification on the change of location for the proposed home. Jim Coon explained that for the interior lot they are looking to change what was approved in 2007 since they are reconfiguring the lot.

Commissioner Carey questioned driveway location and what material it is made of. Mr. Coon reviewed the driveway location and explained that the driveway was already installed after the 2007 approval. Michele Lipe commented that there is another approved building lot that is vacant that is next to this property and that the driveway to access both these properties is already installed.

Commissioner Wagner questioned the location of the vacant property. Michele Lipe reviewed the vacant land and then two approved building lots. Commissioner Wagner questioned how the property owned by the Poulin’s is accessed. Michele Lipe commented that there is an already established private driveway.

Commissioner Vetere confirmed that the roughly 4 acres being reconfigured would just be vacant land. Jim Coon confirmed this information.

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Chairman Pacekonis questioned item #6 in the Planning Report and the house plans that were submitted. Michele Lipe commented that at the time of approval the applicant's submit a house plan, however, if the applicant makes any major changes to these plans they will need to return to the Commission for approval.

Chairman Pacekonis closed the public hearing at 7:33pm.

3. **PZC Sponsored Text Amendment** Remove Section 1.5 Moratorium on New Truck and Freight Terminals and Warehouses and Distribution Centers ; Modify Sec 2.11.A, C and C storage requirements; Modify Sec. 2.16 Ancillary Structure Screening requirements; Modify Table 4.1.1.A to add specific requirements for certain uses, change for permitted to special exception; and minor use corrections; Modify 4.15 Traffic Requirements; Modify Sec 4.4.6.C Parking requirements; modify Sec. 4.5.1 Industrial zone Purpose and Intent; Modify Sec. 4.5.4 Outdoor storage of Material; Add Sec. 4.5.7 Pedestrian and Bicycle Requirements; Add Sec 4.5.8 Performance Standards; modify Sec 6.2 Landscaping and Buffers Sec 6.2.1.B,D,G and H; modify 6.2.2 Maintenance of Landscaping and bond requirements; modify Sec. 6.2.4 A-E to change landscaping standards, buffer sizes, buffer descriptions and include Sec F Berms; add Section 6.2.5 Screening requirements – establish standards and criteria for types of screening; modify Sec. 6 Off-Street Parking requirements for various uses; modify Sec. 6.4.4 A, and J Off Street Parking – General Provisions; modify Sec 6.4.5 Design of Parking Areas A and C and add Sec. 6.4.5. K, L M and N; modify Sec 6.4.8.1 A and B Off-Street Loading General Provisions; add Sec 6.4.8.1 Sec C and D; modify Sec 6.4.9. Modification of Minimum Parking; modify Sec. 6.7.2.A Pedestrians Design Standards Sec 6 and 7; Add Sec 6.7.4 Mass Transit Provisions; Add Sec 7.24. Freight, Truck, Bus Terminal and Warehouse Distribution Centers – including definitions and design criteria and application requirements; add to Definitions access Drive; add to Definitions – Screening; add Sec 11.9 Appendix I Buffer and Landscape Designs which includes standards for buffers and sample cross-sections. (continued from 3-14-23)

Chairman Pacekonis asked for town staff comment.

Director of Planning Michele Lipe commented that she provided the Commission a document that highlighted comments made at the previous public hearing from both Commissioners and the public.

Chairman Pacekonis asked for public comment.

Peter DeMallie owner of Design Professionals Inc, located at 21 Jeffrey Drive, made some additional comments and suggestions for the regulations. Mr. DeMallie commented that a large amount of uses in the Commercial and Industrial zone will now require a Special Exception approval. With that said, he felt the review criteria for Special Exception approvals should be reviewed and perhaps updated. Mr. DeMallie commented that Special Exception approvals can often be a lengthy and costly process and used an example of building in Manchester, Midwest Food Bank, that had to go through a Special Exception approval process that took approximately 4 months. Mr. DeMallie questioned if a modification was to occur on an already existing warehouse in the future or would a Special Exception approval be needed at that time as well.

Mr. DeMallie commented on economic development in South Windsor and the recently proposed budget in town, which is looking for an increase of 8%. He commented that Special Exception approval requirement may cause businesses to no longer consider South Windsor since this approval is not a guarantee. Mr. DeMallie added that with Special Exception approval comes required public hearings and this would create more meetings for the Commission and perhaps longer meetings as well.

Brian Wylie of 954 Main Street thanked the Commission for taking the time to review the Zoning Regulations and commented in support of the updates made.

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Kathy Kerrigan of 1838 Main Street thanked the Commission for approving the moratorium on warehousing and also thanked Director of Planning Michele Lipe for help with the text amendment. Ms. Kerrigan made various comments which included, positive comments on the updated definitions for warehouse and the intensity ranking, updates to setback requirements and buffer regulations, however, she commented on potentially increasing these requirements. Ms. Kerrigan commented that she felt that buffer requirements were somewhat modest and asked the Commission to consider the impacts of warehouses on the community. Ms. Kerrigan questioned if the town has explored alternative ways to bring in revenue that does not include warehouses and if tax abatements are being used accurately. Ms. Kerrigan urged the Commission to extend the moratorium by an additional 4 months. (Exhibit A).

Jessica Vogelgesang of 79 Hilton Drive thanked the Commission for effort and commented that she agreed with Kathy Kerrigan's speaking points. She also spoke in favor of a four-month moratorium extension to further review the regulations.

Daryl Ramsey of 1688 Main Street commented on the intersection of John Fitch Boulevard, Main Street and Sullivan Avenue and the truck traffic that has been created.

Edna Shlien of 23 Calla Lily Lane spoke about concern with the increase in tractor trailers around town as a bicyclist.

Johanna Perkins of 1008 Main Street spoke about concerns with tractor trailers and general increase of traffic around Route 5.

David Raymond 1837 Main Street spoke about concerns with warehouses in South Windsor. Mr. Raymond commented on attracting other businesses to South Windsor such as manufacturers. He also commented on concerns with detention ponds from some of the warehouses.

Cherish Lisee of 1832 John Fitch Boulevard spoke about noise concerns from facilities, especially dumpsters.

Gerald Bittner 24 Cody Circle spoke about noise concerns from warehouse facilities. He also commented on the increase of taxes in town and felt concerned about tax abatements that have been given to these larger warehouses.

Teodora Rotara, owner of Trio Investment Properties LLC, spoke about concerns of small business being able to operate in South Windsor. Ms. Rotara felt there should be more as of right uses allowed in the Commercial and Industrial zone.

Richard Delhaie of 95 Cody Circle commented in support of the increase of the buffer requirement to 75 feet near residential property but would also support an increase of 100 feet. Mr. Delhaie commented that he did not feel a 25 foot increase to buffer requirements would be a threat to economic development. Mr. Delhaie commented on the pending 75 Connecticut Avenue application. Mr. Delhaie commented that he wanted the Commission to keep in mind the needs of residents in South Windsor.

Robert Stoddard of 10 Barbara Road spoke about the pending 75 Connecticut Avenue application and concerns with distance requirement.

John Holowczak of 39 Cody Circle commented on changes he recommended at the previous public hearing. Mr. Holowczak commented on two minor recommended changes with definitions. Mr. Holowczak also commented on other towns buffer requirements, such as Farmington and East Windsor, who require a 100 foot buffer between commercial and residential properties. (Exhibit B). Mr. Holowczak questioned who in the audience would like to see a 100 foot buffer. A large majority of the public raised their hand.

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Wayne Botha of 720 Governors Highway commented that any new development should not be a burden to residents.

Kathy Young of 1136 Main Street commented on concerns with noise and tractor trailer truck traffic.

Mike Willadsen of 50 Beldon Road spoke about traffic impacts from warehouses around town and the quality of Beldon Road and Governor's Highway due to truck traffic. Mr. Willadsen spoke about frustrations with some of these larger developments throughout town. Mr. Willadsen commented that he was also frustrated with lack of police presence on Governor's Highway. Chairman Pacekonis explained that the Planning and Zoning Commission does not have jurisdiction over ordinances and that this would be a Town Council issue.

Jim Aldrich of Aldrich Construction commented that he spoke at the previous public hearing and still has the same concerns with some of the changes being proposed and the impact on small business owners. Mr. Aldrich commented that he felt the approval process for application is too stringent and too costly, especially for small businesses. He commented that he would be curious to hear feedback from other applicant's who have gone through the process and what their experience has been. Mr. Aldrich commented on buffer regulations and the increase of buffer sizes and the high expense this will create for applicants. He felt that the increase in buffer size will cause a hardship for small business owners.

Jessica Glass of 1837 Main Street, owner of a historic sheep farm on Main Street, commented on the quality of life issues that South Windsor currently faces. Ms. Glass commented that she appreciates the moratorium on warehousing and questioned additional studies for noise and air pollution around sites, specifically from tractor trailer trucks that travel around town. Ms. Glass also questioned if there should be studies done to review the revenue created by the current warehouses in town.

Stacy Ramirez of 31 Barbara Road commented that she is a direct abutter of the proposed 75 Connecticut Avenue application and spoke about noise concerns from abutting commercial buildings, especially from dumpsters. Ms. Ramirez also spoke about the need for larger buffers, especially near the homes.

John Holowczak of 39 Cody Circle commented on the sale of 75 Connecticut Avenue.

Marek Kozikowski of 863 Clark Street commented as a resident, a Town Council member and a Town Planner for the City of Middletown. Mr. Kozikowski commented that he read the proposed changes to the Regulations in detail and had some general comments. Mr. Kozikowski commented on his initial apprehensive of the warehouse moratorium, however, he swayed during last year's public hearing and comments regarding developers often getting the upper hand. Mr. Kozikowski commented on the importance for zoning what the Town feels is important. He commented that the proposed Regulations seem to be generally supported by the residents and opposed by developers. Mr. Kozikowski spoke about the impact of the proposed landscape updates and buffer requirements. Mr. Kozikowski commented on a growing sentiment shared by residents that South Windsor has become overdeveloped. There are also comments on many wanting lower taxes and better quality services. With that said, you cannot achieve all three, you cannot stop development, have lower taxes and higher level of services.

Mr. Kozikowski commented that this warehouse moratorium was influenced by residents opposing 25 Talbot Lane and the concerns that they felt during that application process. He added that it is okay to put residents needs first by requiring more stringent regulations, however, he feels that there will need to be someone that helps navigate new developers or business owners who are interested in South Windsor. Mr. Kozikowski commented that if the Town wants to regulate to this degree then they should consider a dedicated Economic Development Coordinator as proposed by the Town Manager in the budget.

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Mr. Kozikowski commented on his initial apprehensive of the warehouse moratorium, however, he swayed during last year's public hearing. Mr. Kozikowski commented that the focus for South Windsor is to zone for the type of business and development that they want. Mr. Kozikowski spoke about the impact of the proposed landscape updates and buffer requirements. He also commented on the struggle between the resident sentiment, that South Windsor is overdeveloped, and the need for higher services and reasonable taxes. Mr. Kozikowski spoke about the need for a middle man to help development while considering residents and commented in support of an Economic Development Coordinator.

Chairman Pacekonis asked for Commissioner comments.

Commissioner Vetere commented that the Subcommittee spent a year reviewing and working on these regulations and thanked them for their efforts and the public for their comments.

Commissioner Cavagnaro thanked the public for their comments. Commissioner Cavagnaro questioned if existing buildings wanted to expand and they abut residential homes would they need to abide by the proposed regulations, should they be passed. Michele Lipe commented any application would be subject to the Zoning Regulations in place at the time of application. She added that if a warehouse or distribution center became a non-conforming use with these regulations and they now wanted to expand they would first need to approach the Zoning Board of Appeals to expand a non-conforming use. Furthermore, in this example if someone is within the buffer zone but wanted to expand then they would come to the Planning and Zoning Commission under a Special Exception application.

Commissioner Cavagnaro commented on the distance map and questioned if this map should be extended to Commercial and Industrial properties that abut residential land in surrounding towns, like East Hartford. Commissioner Cavagnaro commented that he was also in favor of looking over these regulations further and questioned if the Subcommittee should meet again to review items discussed at these public hearings, such as the Special Exception criteria. He also spoke in favor of an extension of the moratorium. Commissioner Cavagnaro questioned if there was a reason they require evergreen trees to be used in the buffer. Michele Lipe commented that evergreen trees provide adequate screening and added that in the proposed regulations they are adding some language to provide flexibility for what can be used in the buffer. Commissioner Cavagnaro reiterated that he would be in favor of extending the moratorium to further review the proposed changes.

Commissioner LeBlanc thanked the public for all the comments. He commented that he felt the Zoning Regulations needed to be updated and the Subcommittee worked hard to make some necessary changes. Commissioner LeBlanc commented that the Commission serves the Town and the residents and appreciates the input.

Chairman Pacekonis commented on letters that needed to be read into the record.

Secretary Wagner read letters from Virginia Macro of 1828 Main Street, Brian Faraci of 25 Grandview Terrace and Stephen Grech of 155 Judy Lane (Exhibit C).

Commissioner Wagner commented that a number of comments made tonight were enforcement issues, he suggested the Engineering Department look into the detention basin issue that was mentioned. He commented on the dumpster issue that was also discussed. Michele Lipe commented that the dumpsters may be exempt from noise ordinance and commented that she would look have the Health Department look into this further since noise a Health Department issue. Commissioner Wagner commented on the lighting issue that was discussed by a resident and suggested someone discuss any issues with businesses as they may be happy to make necessary adjustments. Commissioner Wagner commented on Mr. Holowczak's definition suggestions and commented that these items appear to be addressed in the Regulations. Commissioner

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Wagner agreed that the Special Exception approval process does cause extra work, however, the goal of Special Exception approval is to allow the Commission to have some control for what is being approved. It is more challenging to regulate and condition a Site Plan approval. He commented that Special Exception approval is necessary for certain uses.

Commissioner Wagner commented that he appreciated the consolidation of the automobile uses in the Commercial and Industrial use table. Commissioner Wagner commented that the note at the bottom of Table 4.1.A that requires Special Exception approval for all buildings in excess of 40,000 square feet and with parking of more than 50 cars should be moved up in the regulations and made clearer. Commissioner Wagner commented on possible flexibility for the buffer for parcels that abut wetlands or open space. Chairman Pacekonis commented that his concern with this idea would be if the property gets reflagged in the future and is deemed buildable then there would be a lack of a buffer. Commissioner Wagner commented on solar panel screening for flat roof building and reviewed change of wording. Commissioner Wagner commented on the reduction for parking during shift changes and agreed with this update. Commissioner Wagner then discussed changes for Perimeter Circulation Road and parking. He also commented on reviewing the parking lot landscaping portion of the Regulations and the trees required.

Commissioner Dexter questioned Michele Lipe on how the Commission may want to proceed should they want to discuss these changes further and also extend the moratorium. Commissioner Dexter questioned if the public hearing should be closed to allow the Commission to discuss further. Michele Lipe commented that if the Subcommittee wanted to meet again then there should be some kind of action to extend the warehouse moratorium. After the Subcommittee completes their discussions then the Commission would resend text amendments to CRCOG to allow for the 35 day review period and open back up for a public hearing. Commissioner Dexter commented in support of moving in this direction.

Commissioner Carey suggested they remove the screening requirements for solar panels.

Commissioner Bernstein thanked Marek Kozikowski for his comments, which he felt were helpful and provided some wisdom. Commissioner Bernstein commented that there are two items occurring in town, one is a Strategic Planning Committee, which falls under the Town Council, and the other is the Plan of Conservation and Development, which falls under the Planning and Zoning Commission. He commented that with these two updates there is a large effort into looking at the strategic and long term planning for South Windsor currently happening.

Chairman Pacekonis commented that they received a large amount of input. Chairman Pacekonis commented that he felt the Subcommittee completed its job, which was to review and address the Regulations as best as possible. With that said, there seems to be some changes that need to be discussed and he thinks that this would be best to do as an entire Planning and Zoning Commission and not just the Subcommittee and would be comfortable with discussing these items during the public hearing process and keeping this public hearing open so they don't have to through the CRCOG review timeline again. With that said, Chairman Pacekonis commented that he had some comments, however, he would be comfortable with keeping the public hearing open so these comments can be addressed at the next meeting since there is other business to get to on the agenda. Chairman Pacekonis questioned if other Commissioners had comments on how they'd like to proceed.

Commissioner Bernstein commented that as a member of the Subcommittee he would be comfortable with moving forward with discussions as an entire Commission. Commissioner LeBlanc agreed with Commissioner Bernstein. Commissioner LeBlanc commented that he felt the Subcommittee achieved the goal of reworking this portion of the Regulations to their best of their ability, it seems that there just needs to be some fine tuning at this point.

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Commissioner Wagner suggested closing the public hearing and then having a lengthy discussion as a Commission. He felt they received terrific public comment and felt the main issues have been discussed. The Commission now needs time to deliberate further.

Chairman Pacekonis commented he was unsure how to proceed. Michele Lipe suggested keeping the public hearing to April 11 and then close public hearing at this meeting. They have minimal business to attend to at the April 25 meeting and this would allow for a meeting primarily dedicated to a deliberation session.

Chairman Pacekonis commented that with that advice, he would like to extend the public hearing to the April 11 meeting.

Commissioner Bernstein motioned to extend the public hearing to the April 11 meeting.

Commissioner LeBlanc seconded the motion. The motion was called. The motion passed unanimously.

4. **PZC Sponsored Zoning Text Amendment-** Extend for four months Section 1.5 Moratorium on New Truck and Freight Terminals and Warehouses and Distribution Centers to Article 1 Introductions/Districts. (continued from 3-14-23)

Chairman Pacekonis commented that previous residential housing text amendment and moratorium was extended for a shorter period of time, however, he felt this public hearing and process was a bit of a lengthier process. Chairman Pacekonis commented that he would be in favor of a 2 month moratorium extension as suggested by Commissioner Cavagnaro. Commissioner Cavagnaro commented that he felt a 2-month extension may be a fair amount of time to help them tackle the regulations. Commissioner LeBlanc commented in support of a 4-month moratorium extension.

Chairman Pacekonis asked for town staff comment. No staff comments.

Chairman Pacekonis asked for public comment. No public comment.

Chairman Pacekonis asked for Commissioner comments. No additional Commissioner comments.

Chairman Pacekonis closed the public hearing at 10:03pm.

REGULAR MEETING

Commissioner Cavagnaro motioned to extend the public hearing to complete all new business.

Commissioner Wagner seconded. The motion was called. The motion passed unanimously.

CALL TO ORDER

PUBLIC PARTICIPATION:

MINUTES: 3/14/23- The minutes were accepted by consensus. Commissioner Cavagnaro abstained.

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

1. **Appl. 23-02P Villa of Lebanon Temporary Trailer Parking T&C-** request for a 2 year temporary and conditional permit for storage of 8 food truck trailers, on property located at 797 John Fitch Boulevard with access from Mascolo Road through property at 787 John Fitch Boulevard, GC zone.

Chairman Pacekonis asked for any additional staff comment. Michele Lipe commented that she had no additional comments.

Commissioner Dexter motioned to approve Appl. 23-02P with the following conditions:

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1. The storage area is limited to eight (8) food truck trailers and two (2) storage containers and must be accessed through the adjacent lot to the south at 797 John Fitch Boulevard.
2. A bond in the amount of \$3,000 is required to ensure compliance with the erosion and sediment control measures.
3. All bonds must be in one of the forms described in the enclosed Bond Policy.
4. The Temporary and Condition permit will expire on 3/28/25 and will have to be renewed by that time if the use is to continue.

Commissioner Wagner seconded the motion. The motion was called. The motion passed unanimously.

2. **Appl. 23-07P Poulin Interior Lot Special Exception and Site Plan Modification** – request a modification to the approved interior lot to reduce the size of the lot and change location of the house, for property known at 586 Strong Road, RR zone.

Chairman Pacekonis confirmed no additional staff comments. Michele Lipe recommended that an approval condition be added requiring a new deed to be filed for 432 Strong Road.

Commissioner Wagner motioned to approve Appl. 23-07P with the following conditions:

1. This approval is for a modification to the Special Exception and Site Plan.
2. Drainage and construction for this subdivision is subject to the approval of the Town Engineer.
3. All lots shall be serviced by the septic systems. Septic system final design(s) must be submitted to and approved by the Environmental Health Officer prior to issuance of building permits.
4. Water shall be supplied to this subdivision by wells.
5. Footing drains are required for each house. Prior to the building of any structure on a lot, a topographic map, drawn to a scale of 1" = 40', shall be submitted for each lot in the subdivision, showing proposed contours, elevations and the location of the footing drains. No building permits will be issued until the proposed contours, floor elevations and location of footing drains have been approved by the Town Engineer.
6. No building permits will be issued until all modifications have been complied with, and the final plans have been filed in the Town Clerk's office.
7. An as-built plan is required prior to issuance of a Certificate of Occupancy per Section 8.1.11 of the Zoning Regulations.
8. All plans used in the field by the developer must bear the stamp and authorized signature of the Town of South Windsor.
9. The house number must be included on the final plan.
10. A new deed is required for 432 Strong Road.

Commissioner Cavagnaro seconded the motion. The motion was called. The motion passed unanimously.

3. **PZC Sponsored Text Amendment**- Remove Section 1.5 Moratorium on New Truck and Freight Terminals and Warehouses and Distribution Centers ; Modify Sec 2.11.A, C and C storage requirements; Modify Sec. 2.16 Ancillary Structure Screening requirements; Modify Table 4.1.1.A to add specific requirements for certain uses, change for permitted to special exception; and minor use corrections; Modify 4.15 Traffic Requirements; Modify Sec 4.4.6.C Parking requirements; modify

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Sec. 4.5.1 Industrial zone Purpose and Intent; Modify Sec. 4.5.4 Outdoor storage of Material; Add Sec. 4.5.7 Pedestrian and Bicycle Requirements; Add Sec 4.5.8 Performance Standards; modify Sec 6.2 Landscaping and Buffers Sec 6.2.1.B,D,G and H; modify 6.2.2 Maintenance of Landscaping and bond requirements; modify Sec. 6.2.4 A-E to change landscaping standards, buffer sizes, buffer descriptions and include Sec F Berms; add Section 6.2.5 Screening requirements – establish standards and criteria for types of screening; modify Sec. 6 Off-Street Parking requirements for various uses; modify Sec. 6.4.4 A, and J Off Street Parking – General Provisions; modify Sec 6.4.5 Design of Parking Areas A and C and add Sec. 6.4.5. K, L M and N; modify Sec 6.4.8.1 A and B Off-Street Loading General Provisions; add Sec 6.4.8.1 Sec C and D; modify Sec 6.4.9. Modification of Minimum Parking; modify Sec. 6.7.2.A Pedestrians Design Standards Sec 6 and 7; Add Sec 6.7.4 Mass Transit Provisions; Add Sec 7.24. Freight, Truck, Bus Terminal and Warehouse Distribution Centers – including definitions and design criteria and application requirements; add to Definitions access Drive; add to Definitions – Screening; add Sec 11.9 Appendix I Buffer and Landscape Designs which includes standards for buffers and sample cross-sections (continued from 3-14-23).

The public hearing for this item was continued.

4. **PZC Sponsored Zoning Text Amendment-** Extend for four months Section 1.5 Moratorium on New Truck and Freight Terminals and Warehouses and Distribution Centers to Article 1 Introductions/ Districts (continued from 3-14-23).

Michele Lipe commented she had approval conditions based on a four month date.

Commissioner Wagner motioned to approve the PZC Sponsored Text Amendment:

1. The PZC proposed to extend the moratorium for 4 months to continue updating the regulations until August 22, 2023.
2. The Planning and Zoning Commission finds that the zone text is in conformance with the Town Plan of Conservation and Development.
3. The effective date of the zone text amendment is April 14, 2023.

Commissioner Dexter seconded the motion.

Commissioner Vetere commented that he would prefer a 2-month moratorium. Commissioner Dexter commented that should the Commission come to an agreement earlier than 4 months they could lift the moratorium. Commissioner LeBlanc commented that he felt the Commission could make changes before the 4 months, however, he would rather have a buffer to complete these changes than have to ask for additional time. Commissioner Vetere commented that he just did not want the Commission to lose their sense of urgency. Commissioner Wagner explained that once the Commission extends the moratorium once they cannot extend it again. Michele Lipe expanded on this further explaining that the moratorium would need to go through the CRCOG review process again if they wanted to extend the moratorium a second time. She added that they have targeted meeting dates in April to help complete these text changes. Chairman Pacekonis commented that it seemed that the Commission as a group would like to get something passed sooner than later. Commissioner Cavagnaro spoke in favor of 4 month moratorium.

Chairman Pacekonis called the motion. Roll call was held. Commissioners Bernstein, Dexter, Wagner, LeBlanc, Cavagnaro and Pacekonis voted in favor. Commissioner Vetere voted against. The motion passed 6-1.

BONDS: Callings/Reductions/Settings

TOWN OF SOUTH WINDSOR
PLANNING & ZONING COMMISSION

MINUTES

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OLD BUSINESS:

APPLICATIONS OFFICIALLY RECEIVED:

1. **Appl. 23-12P T's Auto Service T&C Renewal-** request for a 2-year temporary and conditional permit (Section 2.13.a) to allow four vehicles for sale at 718 Ellington Road, RC zone.
2. **Appl. 23-13P GDS Estimating** – request for a site plan modification for two new buildings, totaling approx. 9,000 sf, on property located at 470 Governor's Highway, I zone.

CORRESPONDENCE/REPORTS:

ADJOURNMENT:

Commissioner LeBlanc motioned to adjourn.
Commissioner Cavagnaro seconded the motion.
Meeting adjourned at 10:17 pm.

Respectfully Submitted,

Caitlin O'Neil, Recording Secretary