

TOWN OF SOUTH WINDSOR
PLANNING & ZONING COMMISSION

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APRIL 20, 2021

MEMBERS PRESENT: Frank Bonzani, Stephanie Dexter, Bill Flagg, Bart Pacekonis, Steve Wagner

ALTERNATES PRESENT: Paul Bernstein, Michael LeBlanc, Elizabeth McGuire

STAFF PRESENT: Michele Lipe, Director of Planning; Jeff Doolittle, Town Engineer; Michael Lehmann, IT Support; Lauren Zarambo, Recording Secretary

Council Liaison Janice Snyder was in attendance.

SPECIAL MEETING/ 7:00 PM

PLEDGE OF ALLEGIANCE

Secretary Commissioner Bonzani read a legal notice that was published in the Journal Inquirer on Thursday, April 8 and Thursday, April 15, 2021.

Chairman Pacekonis reviewed the procedures under which the online WebEx meeting would be held.

Chairman Pacekonis appointed Alternate Commissioner LeBlanc to be seated for Commissioner Foley and Alternate Commissioner Bernstein to be seated for Commissioner Greer.

PUBLIC HEARING / Webex Conference ONLINE MEETING 7:04 PM

1. **Appl. 21-12P, Esteem Manufacturing** – request for site plan approval for a 5,400 sf addition on property located at 187 South Satellite Road, I zone

Mr. Bill and Kevin Jodice of PDS Engineering & Construction representing the applicant presented the application. Esteem Manufacturing has been in South Windsor for 25 years manufacturing aircraft parts and robotic parts and military and electronic hardware. The new building addition will be used for a combination of manufacturing, warehouse and inspection areas with all production done indoors and no sound escaping the facility. No new truck traffic will be added. Four new employees are planned to be hired. Site plans were shown of the one acre site in the Industrial zone. The proposed 5,400 sf addition will be added to the existing 3,600 sf building to total 9,000 sf when complete. There are 14 parking spaces required, 16 parking spaces provided including one handicap accessible space. Coverage on site will be 21% with 50% maximum coverage allowed, and impervious coverage decreased from 61% to 57% by adding lawns and islands. Stormwater management was described. Siding of the new addition will match the existing tan colored facility and bronze windows. The exterior of existing front office area and roof will be upgraded and match the addition to the rear. The addition will be minimally visible from South Satellite Road. The existing chain link fencing will remain and have privacy slates added to the north side facing the neighbors. The dumpster will have 6' high privacy fencing. Landscaping was described for the front of the property. Existing trees at the rear of the property will be enhanced with 11 new giant arborvitae. Existing and new tree present and future heights were described adding to the buffer screening between the new building and the neighbors. The storage container will be moved to behind the building. An anti-tracking pad, silt fencing and sediment controls will be used during construction. There will be no impact to the wetlands at the rear of the property.

Director of Planning Michele Lipe gave staff comments:

1. Request for site plan modification to construct a 5,400 sf addition to the existing industrial building, on property located at 187 South Satellite Road, I zone. This addition is proposed in the existing parking area that was originally used for outdoor storage of equipment.

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2. Lot size of this property is 1 acre. Proposed building height is approximately 31 feet to the eave; 40 feet allowed. Maximum impervious coverage allowed is 65%, 57% proposed. Interior landscaping has been proposed within the parking areas.
3. There is no outdoor storage proposed on the site plan; however . Outdoor storage is allowed with PZC approval and appropriate screening.
4. The parking requirement for this manufacturing use is 13 spaces, 15 spaces have been provided.
5. There are two new overhead doors with windows proposed along the easterly side of the addition. A new dumpster pad is being added at the northern end of the parking area that will be enclosed by a six foot fence.
6. New lighting proposed consists of wall paks on the building with full cut off lighting fixtures.
7. There is a required 50' buffer along the northern property boundary abutting residents on Judy and Barbara Lane. The applicant is proposing to supplement the existing trees with some evergreen plantings at the edge of the existing parking area. There have also extended and added slats to the existing chain link fence along the rear of the parking area. The closest activity proposed at this time is approximately 100 feet from the residential property line. Cross section of the buffer at the 5 years and maturity have been shown on the plans.
8. There are regulated wetlands to the rear of the property. The IWA/CC approved this application on April 7 with the recommendation of a \$5,000 erosion and sedimentation bond and \$10,000 bond for the installation of the stormwater structures.
9. The site is served by public water and sewer. Water Pollution Control Authority approval is required.
10. Architectural and Design Review Committee reviewed this site on March 4. The building colors will match the existing building and a new bronze colored metal roof will be installed in the front of the building to compliment the existing trim. They were satisfied with the proposal as presented.

If this application is approved, there are no other approval modifications requested.

Town Engineer Jeff Doolittle gave staff comments voicing appreciation for the reduction in impervious coverage and confirmed with Bill Jodice there was sufficient parking on site for all employees and visitors.

Chairman Pacekonis asked for public comment. Mr. Lehmann indicted there were no callers.

Chairman Pacekonis asked for comments from commissioners.

Commissions Bonzani and Dexter voiced support and had no questions. Commissioner Flagg voiced support and asked about the concrete truck wash area. Mr. Jodice stated the concrete area is existing but not in use, and all production is done inside the facility. Commissioner Wagner congratulated Esteem for their expansion and confirmed with Mr. Jodice that the application pending sign had been posted.

Commissioner Bernstein voiced support and discussed wall pack site lighting to be installed at the rear of the building with Mr. Jodice. Commissioner LeBlanc complimented their plans and noted the height of wall pack lights can affect coverage and neighbors. Commissioner McGuire asked what Esteem manufactures and Mr. Jodice answered aerospace parts.

Chairman Pacekonis asked at what time the rear wall packs are turned off, in regard to the residents behind the facility. Mr. Jodice stated there are two shifts into the night. The Chairman requested lights go out or are dimmed after the 2nd shift ends in consideration of the residents especially until the buffer trees grow to

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maturity. Mr. Jodice stated the lights are either on or off, not dimmable, but can be set on a timer to go out after the second shift. Commissioner Bernstein suggested the use of motion sensor lighting.

Chairman Pacekonis confirmed there were no other comments and closed the public hearing at 7:32 p.m.

2. **Appl. 21-15P, RTT, LLC** – request for special exception to Table 4.1.1A for the sales of news/used cars, on property located at 1505 John Fitch Boulevard, Unit B, I zone

Mr. Ernesto Aulet of RTT, LLC presented the request for car dealer license for auction access with Mr. Shawn Maher and Ms. Kathy Valenin. They currently have a repairer license but have a change of business plan to counter the effects of the pandemic to sell wholesale cars directly to and from auctions at a neighboring town. This is for auction access and they will not be storing additional vehicles, or changing their existing footprint.

Director of Planning Michele Lipe gave staff comments:

1. Request for Special Exception to Table 4.1.1A for a used car dealer license to the existing general repairer's license in an existing industrial building at 1505 John Fitch Boulevard, I zone.
2. The applicant's narrative indicates that the license will primarily be used to access the local auto/truck auctions for upgrading the applicant's truck and towing fleet. He does not intend to offer vehicles for sale from the site.
3. The site plan shows the area of the building that will be used as well as the parking area dedicated to these units as required by motor vehicles.
4. Special exception criteria for used car dealerships in industrial zones includes:
 - The proposal is consistent with the goals and objectives of the Plan of Conservation and Development.
 - The application has met the requirements of the zoning regulations.
 - The land is physically suited to the proposed use.
 - Minimal, if any, adverse environmental impacts are created.
 - No traffic or other hazards will be created.
 - The impacts on the capacity of the present and proposed utilities, street, drainage systems, sidewalks, and other elements of the infrastructure will be minimal.
 - There will be minimal or no adverse effects on existing uses in the area.
 - Surrounding property values will be conserved.
 - The character of the neighborhood will be maintained or minimally disrupted.
 - The general welfare of the community will be served.
 - There is a balance between neighborhood acceptance and community needs.
 - Historic factors are adequately protected; or due consideration to preservation of historic factors has been demonstrated.

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- The overall physical appearance of the proposed development is compatible with surrounding development and the Commission's goals for the neighborhood/corridor.
- The architectural design is aesthetically pleasing and blends well into the surrounding area.

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

5. The site is served by public water and sewer. WPCA approval is not required.
6. If this application is approved, the Planning Dept has no requested approval modifications. The next steps for the applicant will be to file the motor vehicle licensing application with the Zoning Board of Appeals

Town Engineer Jeff Doolittle no staff comments.

Chairman Pacekonis asked for public comment. Mr. Lehmann stated no one had called in to speak.

Chairman Pacekonis asked for comments from commissioners.

Commissioners McGuire and LeBlanc had no comments. Commissioner Bernstein discussed the change in licensing for the applicant's plan to purchase wholesale cars to resell that would not involve their lot, and the limit of four cars for sale on their lot. Mr. Maher stated they understand the four car restriction for cars for sale. Their rear storage lot is licensed and used for the storage of towed vehicles they service for local and state police for accident and violation tows. Commissioner Bernstein voiced his support for the application.

Commissioner Wagner asked about the four car restriction that Director Lipe described as a zoning requirement within the zoning data table for the sale of used cars allowed in the Industrial zone.

Commissioner Wagner asked what happens when their lot is full and where cars for sale would be stored. Mr. Maher described their overflow lot in Vernon and the four space allocation located directly across from their bay door to the left by the driveway, and that they do not encroach on their existing licensed neighbors. Employees are encouraged to park within the fenced in lot when possible.

Commissioner Flagg had no questions. Commissioner Dexter asked about repairer and dealer licenses. Mr. Maher explained a dealer license would take the place of their repairer license and allow for the sale, repair and towing of vehicles. Commissioner Bonzani asked for an estimated average number of cars that could be bought. Mr. Aulet estimated three or four cars.

Chairman Pacekonis referred to the plan included in their application that showed only the fenced in area for the business and noted two businesses are run out of the building. Mr. Aulet stated they have the last bay and big lot in the back. The first two bays are used by Eagle Collision Center. Chairman Pacekonis confirmed with Mr. Aulet that the front business has all of the parking outside the fenced in area.

Chairman Pacekonis confirmed that there were no other callers and closed the public hearing at 7:55 p.m.

3. **Appl. 21- 16P, Jessica Waterhouse** – request for a special exception to Section 7.12.2 to create an animal sanctuary, to be known as "Mazolu Animal Sanctuary, on property located at 215 Main Street, A- 40 zone

Ms. Jessica Waterhouse of 215 Main Street presented her application for a special exception to start an animal sanctuary. There are no set hours of operation. Volunteers will come to work with the animals from 7:30 in the morning until dark. Ms. Waterhouse stated concerns from neighbors about parking is a consideration and showed an aerial photograph describing the driveway loop and parking for volunteers.

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Parking for events was described. Currently there are dogs and cats. Ms. Waterhouse stated she would like to have a horse, goats and rabbit, and likes to work with older animals that need a safe place to retire. She has worked with Pack Leaders Rescue for the last four years. If use of the property changes, Ms. Waterhouse stated she will come back before the commission and that she has the support of her neighbors. Areas for dogs to run was described. Plans for composting manure and barn materials was described. Distance from the Podunk River was shown with the site measuring nine feet higher than the river. Fencing is electrified and the professional horse ring will be used for animal agility training for dogs. There are four stalls in the barn; two for horse and donkey or goats and one stall to be used for emergency use for the community. There is a building in the back that may be used for chickens who will eat ticks and whose eggs can be donated to those who work with the homeless. A dog run with sheltered area was shown. Water is always available.

Director of Planning Michele Lipe gave staff comments:

1. Request for request for a special exception to Section 7.12.2 to create an animal sanctuary, to be known as “Mazolu Animal Sanctuary”, on property located at 215 Main Street, A- 40 zone
2. The PZC recently modified the Animal Agriculture regulations to allow animal sanctuaries by Special Exception.
3. The property at 215 Main Street is 3.8 acres in size. Previous approvals were granted for horses for personal use and in 2005 approval was granted to build a barns and outdoor arena.
4. The current proposal is to operate this sanctuary by utilizing the existing barn, fenced areas and outbuilding. The applicant has provided a narrative of the proposal including the mission for the sanctuary, map of the property with pictures of the barn/stalls as supporting documents.
5. Applications for special exceptions may be approved if the Commission determines that:
 - The proposal is consistent with the goals and objectives of the Plan of Conservation and Development.
 - The application has met the requirements of the zoning regulations.
 - The land is physically suited to the proposed use.
 - Minimal, if any, adverse environmental impacts are created.
 - No traffic or other hazards will be created.
 - The impacts on the capacity of the present and proposed utilities, street, drainage systems, sidewalks, and other elements of the infrastructure will be minimal.
 - There will be minimal or no adverse effects on existing uses in the area.
 - Surrounding property values will be conserved.
 - The character of the neighborhood will be maintained or minimally disrupted.
 - The general welfare of the community will be served.
 - There is a balance between neighborhood acceptance and community needs.
 - Historic factors are adequately protected; or due consideration to preservation of historic factors has been demonstrated.

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- The overall physical appearance of the proposed development is compatible with surrounding development and the Commission's goals for the neighborhood/corridor.
 - The Commission may impose additional conditions in accordance with these regulations in order to ensure that all applicable criteria enumerated above are satisfied.
6. The applicant has provided the number and types of animals that will be cared for. The animals include: 2 horse/donkey pony; 4 goat/sheep; 12 chickens; 2 rabbit and 2 pigs. Domestic animals include 12 dogs and 4 cats, potential for caged bird and/or reptiles.
 7. The animals will be kept in fenced areas and in the existing barn and turnouts currently on site. There are no new structures proposed at this time and using portable, however the applicant indicates there may be a kennel added in the future.
 8. The sanctuary will not be open to the public. Volunteers will help care for the animals. The applicant does not plan any public activities; however, two fund raising events are planned annually. The events will be small in nature and by invitation only. The applicant has indicated that she has parking for at least 15 vehicles in and around the circle. Future programs may include education programs and additional fund raising type of events.
 9. As a part of our review, we contacted the Health Department, the local and state animal control officer for input into this application. Heather Oatis from our Health Department had no concerns,
 10. State Animal Control Officer Dean Gates had several recommendations for the Commission as well as guidance for the applicant as they proceed with this venture. He indicated:
 - a) Dogs are going to be considered as part of the sanctuary and will be living out their lives on this property will be required to be licensed with the town. If a dog is surrendered so as to be rehomed it would be a rescue dog as it would not be living permanently on the property and the rehoming may fall into the definition of being a pet shop facility. This may also be true if a mother dog is taken into the property and the puppies are later sold. Any dog in their custody or care that is six months old or older will need to be licensed with the town.
 - b) If it is the intention of the sanctuary to accept donations or have a donate button on a web page they will need to register with Connecticut Dept of Consumer Protection as a charity. [Public Charities \(ct.gov\)](http://PublicCharities.ct.gov) Federal 501c3 compliance may also be required, but is not under the authority of the State of Connecticut.
 - c) Recommend that any zoning approval include in writing the maximum number and type of animals that is agreed upon along with the stipulation to allow inspection by the municipal animal control officer, zoning enforcement officer or their designee, to ensure compliance with these numbers of animals and to ensure that proper animal husbandry is being practiced.
 - d) Additional permits may be required by other state or federal agencies if the property is to be used for educational purposes. This should be determined by management of the sanctuary prior to operating in this capacity.

A summary of the State/Federal requirements (Exhibit A) includes:

All imported dogs need a health certificate for the state of origin. 22-354.

The importation of dogs into the state for resale requires Pet Shop Facility License (PSF). 22-344e

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The importer license (AIR) is for a rescue that is a registered charity and operating as a not for profit. 22-344(e)(1), 22-344(e)(2), 22-344(e)(3)

All adult dogs need to have a town license. 22-339

If they breed (on that property) more that two litters a year they need a town kennel license for the dogs kept under one ownership for show, sport or sale. 22-342.

All dogs over the age of three months need to have a rabies vaccination. 22-339b

11. There is no signage proposed for the property.
12. The Fire Marshal has indicated that he has no concerns at this time. If, in the future, the buildings are opened to the public, the use of the building will change and additional the fire codes would have to be addressed at that time.

If this application is approved, the Planning Department has no further recommendations.

Town Engineer Jeff Doolittle had no staff comments or questions.

Chairman Pacekonis asked for public comment. Mr. Lehmann stated there were no calls to connect.

Secretary Commissioner Bonzani read a letter of concern from South Windsor resident Karen Bachelles. Commissioner Dexter read a letter of support from Future Leaders in Politics Chair Noah Frank. Commissioner Bonzani read a letter of support from Daria Plummer of 235 Orchard Hill Drive. Commissioner Dexter read a letter of support from Dwight Johnson of 84 Brian Road. Commissioner Bonzani read letters of support from Anitha Elango of 108 Lisa Drive and from abutting neighbor Ianna Hondros-McCarthy of 223 Main Street. (Exhibit B)

Chairman Pacekonis asked for comments from commissioners.

Commissioner Bonzani stated he visited the property and noted the use appears perfect for the site. Commissioner Dexter agreed and noted all the licensing required is what government does and encouraged Ms. Waterhouse to get through it. Commissioner Flagg voiced his support. Commissioner Wagner voiced support and asked about the number of animals proposed to be allowed.

Commissioner Bernstein stated he knows the applicant and her sincerity and the amount of work involved to work with the animals and engage in all the online activities planned. Ms. Waterhouse explained how her volunteers will work, and her experience training with Pack Leaders Rescue. She stated she would not be doing anything until her application is approved and will have insurance in place, and described her budget for emergencies, fund raising efforts, and application for non-profit status. Commissioner Bernstein thanked Ms. Waterhouse 'for doing God's work'.

Commissioner LeBlanc voiced support and wished Ms. Waterhouse all the best. Commissioner McGuire asked for an explanation of what a sanctuary is. Ms. Waterhouse described the animals to be housed as those in need like a male goat not wanted on a goat farm and going to auction, and to give animals a safe place to heal their soul, retire or for a safe place for affection. She also stated the sanctuary is a place for volunteers to spend time with animals for their company or to learn what it takes to adopt a dog. Commissioner McGuire noted the challenge of having the space to house all the animals there may be to accept. Ms. Waterhouse stated some animals will be adopted and some will live out their lives at the sanctuary, and through all the connections made through the work there will be enough opportunities to re-house all animals accepted.

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Chairman Pacekonis asked about the letters asking about qualifications. Ms. Waterhouse stated she is not planning to sell or train dogs professionally or give riding lessons, and will have a veterinarian on call to come out to the property when needed.

Chairman Pacekonis confirmed there were no calls from the public and closed the public hearing at 8:38 pm.

4. **Appl. 21-17P, Monique Delmadge dba Precisely Pandas** – request to special exception to Table 4.1.1A/Section 7.4 to operate a daycare, on property locate at 1033 John Fitch Boulevard, I zone

Ms. Monique Delmadge, owner of Precisely Pandas Day Care, presented the application with Ms. Suzanne Choate of Design Professionals, Inc. Ms. Delmadge stated she currently operates a home day care in Manchester, and wants to utilize the former Bank of America building on John Fitch Boulevard expand to South Windsor to accommodate 36 children during the hours of 7:00 a.m. to 5:30 p.m. Monday through Friday.

Ms. Choate noted all special exception criteria are met as described in the narrative and showed the site plan. Changes to the site include a fenced in play area to be located on an existing grassed island. The fence along the parking area and drive will be opaque and the fence adjacent to the building will be chain link for visibility. There are no proposed changes to the existing parking lot. The existing traffic patterns will be maintained, and drive through lanes utilized as drop up and pick up lanes. School buses will be directed to the rear of the site and drive through to the front of the building to the main entrance. Ms. Choate indicated Town staff are looking to narrow the drive next to Governors Highway and the applicant is willing to work with them to their satisfaction. Ms. Delmadge stated there is a real need in South Windsor that they would like to meet for after school care in association with the school bus described.

Director of Planning Michele Lipe gave staff comments:

1. Request for a Special Exception to Table 4.1.1A Section 7.4 to operate a daycare out of the existing building (formerly the BOA) on property located at 1033 John Fitch Boulevard – the southwesterly corner of Governor’s Highway and Route 5, I zone.
2. The applicant is proposing to have up to 36 children, aged 6 weeks to 12 years old for daily services or before and after school care. They are proposing to have between 6-10 staff members. The hours of operation will be from 7:00 am – 5:30 pm Monday through Friday. The hours could change depending on demand.
3. This use, permitted by special exception, has specific requirements related to daycare facilities in commercial/industrial zones including:
 - No safety hazards are created, particularly with respect to access into and out of the site and building
 - Any outdoor play area must be substantially level and suited to playground use.
 - Any outdoor play area must be located on the site in an area that is removed from any possibility of encroachment by vehicular accidents on adjoining streets.
 - There must be adequate parking to accommodate any anticipated heavy patronage functions, such as open houses, recitals, or plays.
 - A school bus turnaround must be provided if any children will be brought to the Center by school bus.
 - The surrounding environment must be reasonably free of industrial/commercial pollutants and

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excessive noise at the time of application; and there must be a reasonable expectation that the surrounding area will remain free of pollutants in the future.

- The surrounding environment must be reasonably physically and verbally non-threatening to children and staff at the time of application; and there must be a reasonable expectation that the surrounding area will remain non-threatening in the future.
- If the Day Care Center is to be a separate building, the site must be screened from adjoining sites to the standards established in paragraph 6.2.4.B.2 Buffer Standards and Design. Screening may be located within the required yards.

4. In addition to those requirements, the special exception review criteria in Section 8.7 also apply, including:

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

The Commission may impose additional conditions in accordance with these regulations in order to ensure that all applicable criteria enumerated above are addressed.

5. The applicant site plan shows the 33 parking spaces available on the site. Areas have been designated as employee parking further away from the building leaving spaces closest to the building for children drop

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off. Three drop off lanes are being established and internal walkway marking will be placed on the pavement.

6. There are two existing curb cuts off of Governor's Highway and Route 5 that currently service the property. The applicant has indicated that children drop off and employee parking will take place away from the outside play area. Staff has a concern with the closest entrance/exit on Governor's Highway. The current design of the parking area prohibits safe two traffic once into the site. The curb cut on Governor's Highway shall be modified to allow only exiting traffic. "Do not enter" shall be installed at that entrance.
7. This site is currently served by public water and sewers. WPCA approval will not be required for the change of use, however the applicant should contact Tony Manfre, Sup't of Pollution Control, regarding day care sewer service.
8. The applicant is proposing to use the existing space in the building and will work with the Building, Fire and Health Department's on day care code requirements and the state licensing.
9. The applicant has designated a grassy area to the rear of the building for an outdoor play area, which will be fenced in by a 6-foot opaque fence. This area is away from adjoining streets and intersections.
10. The applicant is allowed by a free standing sign and building sign. Any proposed signage will need a sign permit and must comply with Section 6.5.7 of the zoning regulations

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

Town Engineer Jeff Doolittle gave one staff comment regarding the amount of existing pavement on site and the high amount of impervious coverage allowed by variance. Mr. Doolittle requested if possible with this applicant or others in the future that some pavement is removed since there is extra pavement that can be removed without effecting the number of parking spaces on site.

Chairman Pacekonis asked for public comment. Director Lipe stated no emails or letters were received.

Chairman Pacekonis asked for comments from commissioners.

Commissioners McGuire and LeBlanc had no comments. Commissioner Bernstein confirmed with Ms. Choate that there were no plans to improve the building and asked about the fenced in play area regarding security.

Commissioner Wagner asked if the play area will remain grass or be repaved with another surface. Ms. Delmadge stated they will have mulch or rubber mulch covering the fenced in play area. Commissioner Wagner noted previous concerns regarding rubber mulch for an artificial turf field resulting in the rubber mulch not being used and asked if it will add to the problem of impervious coverage. Chairman Pacekonis stated the plan shows the play area as open lawn and there is no requirement for additional coverage. Mr. Doolittle stated the applicant is not proposing to reduce or increase the impervious coverage, and noted water would drain through mulch or rubber mulch noted. Commissioner Wagner complemented the use as important to the community.

Commissioner Flagg asked about the safe and safety deposit box areas in the interior of the bank building. Ms. Delmadge stated they will be using the areas for additional storage and for a safety shelter, if needed. Locks will be disabled to be safe for children and staff while utilizing the areas for use.

Commissioner Dexter noted a special exception criteria that the surrounding environment must be free of pollutants and noise and asked about the property across Governors Highway zoned as part of the Route 5

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Travel Service Zone. Director Lipe noted a Pride gas station is still an approved project for the site but should not impact the requirements of this application.

Commissioner Bonzani stated the site offers a great location for a day care with easy in and out with no sight issues but noted Commissioner Bernstein's comment regarding safety of children in proximity to busy roads. Ms. Delmadge described a fenced in walkway planned from the rear of the building to play area.

Chairman Pacekonis noted a food truck still working on the site. Director Lipe stated the food truck permit locates the truck further down Governors Highway, and that they have been taking liberties by locating on the corner. The Chairman noted they also store their vehicle overnight on the site. Director Lipe stated discussions will be held with the food truck applicant in order to be in compliance. Chairman Pacekonis confirmed with Ms. Delmadge no special events are planned for the site.

Chairman Pacekonis closed the public hearing at 9:00 p.m.

SPECIAL MEETING / Webex Conference ONLINE MEETING

CALL TO ORDER Chairman Pacekonis called the Special Meeting to order at 9:00 p.m.

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

- 1. CGS Referral 8-24** for the proposed planning, design, acquisition, construction, equipping and furnishing of the new Pleasant Valley Elementary School

Public Building Commission Chair Matt Montana with Mr. Chuck Warrington of Colliers and Mr. Jim Barrett, Architect with DRA presented the referral. Mr. Barrett described the proposal for the new elementary school showing site plans of traffic entry and flow from Ellington and Long Hill Roads, parking and play areas. A multi purpose play field to the south of the site and play lawn were described. First and second floor plans were shown and described. Building elevations from Ellington Road were shown and building materials described.

Chairman Pacekonis noted the presentation was not for a site plan review but rather a 8-24 referral to discuss the proposed planning and design that should have taken place prior to the referendum.

Director Lipe and Town Engineer Doolittle had no additional comments.

Commissioners voiced their support of a favorable review.

Commissioner Wagner made a motion to send a favorable review of the proposed planning, design, acquisition, construction, equipping and furnishing of the new Pleasant Valley Elementary School.

Commissioner LeBlanc seconded the motion.

The motion carried and the vote was unanimous.

- 2. PZC Sponsored Text Amendment** – To Modify Sections to allow Electric Vehicle Charging Supply Equipment as accessory use in all zones and Modify Table 3.1.1A and Table 4.1.1A to allow EV Charging Equipment as a primary use by Special Exception; Add Section 6.4.10 Minimum Number of EVSE Parking Spaces including Table 6.4.10A, 6.4.10B, 6.4.10.C and 6.4.10 D to establish criteria, number and timeframe of EV charging stations required based use; and Add Section 11.8 Appendix H Electric Vehicle Charging Supply Equipment including definitions, special provisions and location and safety considerations

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Commissioner Wagner noted grammatical corrections for singular and plural changes and made a motion to approve the revised text version dated 4-13-21 stating:

1. The Planning and Zoning Commission finds that the zone text change is in conformance with the Town Plan of Conservation and Development.
2. The effective date of the zone text amendment is 5/9/20.

Commissioner Bernstein seconded the motion.
The motion carried and the vote was unanimous.

3. **Appl. 21-12P, Esteem Manufacturing** – request for site plan approval for a 5,400 sf addition on property located at 187 South Satellite Road, I zone

Commissioner Dexter 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 \$5,000 to ensure compliance with the erosion and sediment control measures and \$10,000 to ensure establishment of storm water system.
4. A landscape bond in the amount of \$5000 is required and must be submitted prior to the issuance of a certificate of occupancy if work is not completed.
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 9.1.3 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.
9. No building permits will be issued until the Office of State Traffic Administration 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.

Commissioner Wagner seconded the motion and added a friendly amendment

13. The two building mounted lights on the rear of the building are to be set on a timer and go off ½ hour after the end of the last shift and/or motion sensor lighting to be installed.

Commissioner Dexter accepted the friendly amendment.
The motion carried and the vote was unanimous.

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- 4. Appl. 21-15P, RTT, LLC** – request for special exception to Table 4.1.1A for the sales of news/used cars, on property located at 1505 John Fitch Boulevard, Unit B, I zone

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

1. No more than four (4) vehicles can be inventoried for sale on the property.
2. Pavement markings must be maintained in good condition throughout the site drives and parking areas.
3. All free standing signs and/or building signs require the issuance of a sign permit before they are erected.

Commissioner Bernstein seconded the motion.
The motion carried and the vote was unanimous.

Commissioner LeBlanc made a motion to extend the meeting past 9:30 p.m.;
Motion seconded by Commissioner Dexter.
The motion carried and the vote was unanimous.

- 5. Appl. 21- 16P, Jessica Waterhouse** – request for a special exception to Section 7.12.2 to create an animal sanctuary, to be known as “Mazolu Animal Sanctuary, on property located at 215 Main Street, A- 40 zone

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

1. This permit is to operate an animal sanctuary at 215 Main Street.
2. The animals allowed on the property include: 2 horse/donkey/pony/alpaca; 4 goat/sheep; 12 chickens; 2 rabbit and 2 pigs. Domestic animals include 12 dogs and 4 cats, potential for caged bird and/or reptiles. Inspection for compliance by the Town animal control officer, zoning enforcement officer or their designee, may occur to ensure compliance with these numbers of animals and to ensure that proper animal husbandry is being practiced.
3. Any expansion to the property and/or the number of animals require would further approval from this Commission.
4. The property must be fenced, in whole or in part, to contain the animals within the property.
5. No public events or educational programs can be offered, other than two fund raising events a year, unless further approval is granted by this Commission.
6. All licensing of animals shall occur in accordance with all federal/state/local laws and/or ordinances.
7. If the sanctuary accepts donations or have a donate button on a web page they will need to register with Connecticut Dept of Consumer Protection as a charity. [Public Charities \(ct.gov\)](https://www.ct.gov/cpr) Federal 501c3 compliance may also be required (under the authority of the State of Connecticut.)

Commissioner Flagg seconded the motion.
The motion carried and the vote was unanimous.

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- 6. Appl. 21-17P, Monique Delmadge dba Precisely Pandas** – request to special exception to Table 4.1.1A/Section 7.4 to operate a daycare, on property locate at 1033 John Fitch Boulevard, I zone

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

1. This approval is a for a daycare with a maximum of 36 children.
2. Prior to commencement of any site work, a meeting must be held with Town Staff.
3. No building permit will be issued until the final mylars have been filed in the Town Clerk's office.
4. All plans used in the field by the developer must bear the stamp and authorized signature of the Town of South Windsor.
5. This approval does not constitute approval of the sanitary sewer, which can only be granted by the Water Pollution Control Authority.
6. The building street number must be included on the final plan.
7. Pavement markings must be maintained in good condition throughout the site drives and parking areas.
8. All free-standing signs and/or building signs require the issuance of a sign permit before they are erected.
9. The applicant shall consult with the Building, Fire and Health Department's on day care code requirements and the state licensing.
10. The eastern curb cut on Governor's Highway shall be modified to allow only exiting traffic. "Do not enter" shall be installed at that entrance.

Commissioner Wagner seconded the motion.
The motion carried and the vote was unanimous.

BONDS: Callings/Reductions/Settings

IWA/CC Bond

1. Appl. 19-37P, The Learning Experience IWA/CC Bond in the amount of \$20,000 to be reduced by \$15,000 to leave a balance of \$5,000.

Landscaping Bond

2. Appl. 19-37P, The Learning Experience Landscaping Bond in the amount of \$10,000 to be reduced by \$5,000 to leave a balance of \$5,000.

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

MINUTES: 3/23/21 and 4/13/21

Chairman Pacekonis noted a typo on the first page of the 4/13/21 draft to correct the word 'from' to 'for'. Minutes from 3/23/21 and 4/13/21, with noted correction, were accepted by consensus.

OTHER BUSINESS:

Chairman Pacekonis noted an additional meeting has been scheduled for May 18th for an Executive Session regarding Educational Playcare and Special Meeting for a vote and discussion on housing.

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ADJOURNMENT:

Motion to adjourn the Regular Meeting at 9:42 p.m. was made by Commissioner Bernstein;
Seconded by Commissioner Flagg.
The motion carried and the vote was unanimous.

Respectfully Submitted,

Lauren L. Zarambo,
Recording Secretary