

TOWN OF SOUTH WINDSOR
PLANNING & ZONING COMMISSION

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JULY 14, 2020

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

ALTERNATES PRESENT: Paul Bernstein, Elizabeth McGuire

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

PLEDGE OF ALLEGIANCE:

PUBLIC HEARING / Webex Conference ONLINE MEETING

Chairman Pacekonis called the meeting to order at 7:00 p.m.

Secretary Commissioner Bonzani read the legal notice as published on the Town of South Windsor website.

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

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

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

1. **Appl. 20-27P, The Gateway Buckland East, LLC** – request for The Gateway Site Plan of Development for a mixed retail and office development with approximately 38,880 sf of retail space and 50,400 sf of .office space, on property located at 218, 240 and 274 Buckland Road, Buckland Road Gateway Development Zone

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Mr. Benjamin Wheeler of Design Professionals, Inc. presented the application with Geoffrey and Phoebe Sager representing Buckland East LLC, landscape architect John Stewart with CR3 Studio at Loureiro, architect for the retail buildings Eric Brown from PCA Inc. in Cambridge, MA, and architect for the medical office buildings Charlie Nyberg from Schadler Selnau and Associates in Farmington.

Chairman Pacekonis stated the public hearing will be held open to admit any additional comments for the record and for the review process.

Mr. Wheeler described the site plan application for four buildings to be known as 220, 245, 265 and 270 Gateway Boulevard. This plan continues The Gateway development that started with previous approvals for the Chase Bank and Aldi Grocery. Renderings of the four buildings were shown and locations described. The two retail buildings closest to Buckland Road were described as lifestyle type buildings each measuring 19,440 sf with the predominant use designed for sit down restaurants with outdoor dining areas at each end cap. The two medical office buildings located to the rear of the site each measure 25,200 sf. All buildings are single story.

The general plan of development for The Gateway was approved on December 20, 2019, and included a fifth building to the north that will be reserved for future development and a 30,000 sf medical office building that will be reduced to 25, 200 sf in this site plan. IWACC approval was granted on June 17 2020. The applicant met with ADRC twice and received comments that have been incorporated into the revised plans.

The development road behind Chase Bank and M&R Liquor, connecting into M&R's right in/right out Buckland Road driveway, will be extended to the north between the retail and medical buildings, connecting to Buckland Road across from Cedar Avenue. Circulation access was described. Parking areas for the public will be in the front of the retail buildings with additional parking to the rear for employees, service vehicles, and overflow parking. Endcaps will have dumpster locations on concrete pads and enclosed with screening. Additional dumpster locations at a center notch of each building will be screened from view. Parking for the medical office buildings is located in the front of and between the two buildings with a drop off zones near the main entrances with accessible parking. Dumpster areas were described.

Sidewalks are planned throughout the development and will extend the sidewalk in front of M&R Liquor across the frontage to the northern property line. Storm drainage and the management report were described. A traffic statement was submitted from Mr. Kwesi Brown of Milone & MacBroom, in addition to their full traffic report provided with the general plan application, showing no adverse impacts to the surrounding roadway network. The report was submitted to the OSTA that concurred with their findings.

Mr. Wheeler described the extensive landscape plan prepared by Mr. John Stewart for the retail buildings, parking lot islands, patio areas, and along Buckland Road. At the Cedar Avenue entrance two landscaped development signs are proposed to match The Gateway development signs installed at the Chase Bank Hemlock Avenue entrance. ADRC requested any healthy existing trees along Buckland Road be saved, and as a result, five horse chestnut trees at the entrance will be saved and incorporated into the landscape plan.

The landscape plan includes foundation plantings along the front and sides of medical office buildings, parking lot islands, and along each side of Gateway Boulevard. Two retaining walls will be installed behind the buildings per comments from ADRC. Evergreen and deciduous trees will be installed behind the employee parking area of the southern building to add to the existing trees to help buffer the building from the residential area to the east. The northern building will have a more extensive, robust planting plan of evergreen trees to grow into a buffer to the residential area behind and to screen the roof top units from view.

Lighting will incorporate the same type of fixtures approved as part of the Aldi application and along Gateway Boulevard. A maximum of 25' high, energy efficient LED slim profile full cut off fixtures will be

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used as required in the regulations. Mr. Wheeler noted any outstanding comments will be addressed in revised or final plans.

Mr. Eric Brown, architect for the retail buildings, presented perspectives of the buildings showing the end caps and elevations. The idea is to have restaurant tenants at the end caps with a run of small tenants between. Roof top equipment will be screened from the ground by the parapets. The buildings' front treatment wraps around to the rear of the buildings. High quality durable building materials are to be used throughout. Another drawing showed how retail tenants might brand their own entry.

Mr. Charlie Nyberg, architect for the medical office buildings, described the twin 24,000+ sf buildings and materials. While in review with ADRC, concerns were brought up regarding the grade change at the east elevations that raised windows to a problematic height. As a result, retaining walls will be located to the rear of each building in order to maintain level grade and windows at consistent heights. ADRC also suggested expanding the brick to the doors on the north and south sides, and additional awnings to be added to the front entrances. The type of brick to be used is the signature material associated with other medical office buildings in the Metro Group. Two mechanical rooms are located off the center parking area and roof top mechanical equipment will be screened on three sides of the buildings. The roof will be pitched to the east with leaders to an underground drainage system.

Director of Planning Michele Lipe gave staff comments:

1. Request for approval for The Gateway Site Plan of Development for a mixed retail and office development with approximately 38,880 sf of retail space and 50,400 sf of office space in two buildings, on property located at 218, 240 and 274 Buckland Road, Buckland Road Gateway Development Zone
2. A General Plan for this development was approved by the PZC in December of 2019. At the time of the general plan review, the PZC identified the following items of concerns to be addressed with the site plan:
 - Sidewalks along Buckland Road shall be provided; and
 - Access provisions for the property to the north shall be provided.
3. Pedestrian access has been provided throughout the site, including walkways throughout the parking areas and includes a sidewalk along Buckland Road frontage. This plan has stopped the sidewalk at the driveway and we would be request that it be shown in its entirety to the northern property boundary.
4. Maximum impervious coverage allowed is 60%. The proposed impervious coverage is about 35% with the completion of this phase.
5. Required parking for all of the proposed uses 397 spaces; 488 spaces are shown. The intent of the Gateway parking regulation is to create off-street parking that is creative and to achieve attractive, innovative parking layouts that will accent and highlight buildings and features of the zone. We have asked the applicant to provide a cross section from Buckland Road to illustrate views of parking areas from Buckland Road; and to illustrate that rooftop units will not be visible from any public ways.
6. With this plan, the applicant is proposing to keep some existing trees along the frontage. An extensive landscape plan has been submitted meeting our interior landscape requirements.
7. A 75-foot planted buffer is required along residential zone boundaries to the east of this property. A cross section on page L5 of the landscape plan and views from the properties to the east.

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8. The Architecture and Design Review Committee reviewed this application on June 4 and 11th. Some of the changes as a result of their discussion included the preservation of some of the existing trees along Buckland Road. The ADRC reviewed the designs of the medical buildings and offered a few changes including extended the brick further down the sides of the building; reconsider the use of columns at the entrances, and reviewing the window treatment along the back of the building. Suggested changes have been incorporated into the final design.
9. The Committee also reviewed the design and materials proposed for the retail building. They discussed the aesthetics of the rear of the building that have been left as blank walls. The applicant has indicated they would consider adding signage to the rear. It was noted through the review process that this was typical architecture and materials they were pursuing for the retail buildings, but that each tenant would have the opportunity to create a signature facade with specific materials.
10. As we did for the Shops at Evergreen Walk, staff would recommend an approval condition requiring the individual tenants submit their building elevations, including materials, for staff review and approval (and potentially Commission review if warranted).
11. There are two dumpster areas shown behind the retail plazas. It should be noted Outdoor Storage is not permitted in the Gateway zone. All business must be conducted within completely enclosed buildings, with a few exceptions such as seasonal outdoor dining and outside display on the interior part of a pedestrian environment, such as a village-style shopping center. The rears of the retail business will have to effectively screen their outdoor loading/dumpster activities.
12. Coordinated decorative lighting is being used throughout this development. The applicant is proposing two monument signs at the new entrance across from Cedar Avenue.
13. The initial traffic study was submitted with the Gateway General Plan application. Traffic will be distributed over the new street network, with the three access points along Buckland Road; two that are signalized. OSTA approval is required. This site was reviewed for access management during the general plan application. This property will have two access points at the existing traffic lights and will utilize the entrance that currently exists at M & R Liquors. The traffic review memo indicates the following improvements with the proposed plan:
 - Upgrade the existing traffic signal at this location, including timing new equipment/phasing changes to accommodate new site driveway;
 - Provide dedicated left turn lane and shared through right/right-turn lane arrangement on the new site driveway approach;
 - Restripe the Cedar Avenue approach to provide a dedicated left-turn and shared through/right turn lane
14. OSTA has already been consulted; customarily they issue any final recommendations and permit after approval from PZC has been obtained.
15. There are regulated wetlands on the site. The applicant received approval on June 17 with the following conditions: Bonds shall be collected in the amount of \$30,000 to ensure proper placement and maintenance of erosion and sediment controls; \$50,000 for installation of stormwater structures; \$70,000 for mitigation for 1.53 acres of wetland creation; \$20,000 for installation and success of wetland plantings; the area at the southeast corner of the property of approximately five acres shall be protected from further development by a conservation easement, in addition to the wetland areas for a total of approximately 8.7 acres.

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16. Public water is available in Buckland Road. Public sewerage is proposed to be extended through the private roadway to service these new buildings.
17. If this site plan is approved, Planning Dept. requests the following approval modifications in addition to items already noted:
 - Access provisions for the property to the north shall be provided;
 - Construction phasing should be indicated on the plan.

Town Engineer Jeff Doolittle gave staff comments:

1. The parking calculations show 91 excess parking spaces being provided. Why are so many excess parking spaces needed and can these be installed on grass pavers or pervious pavement to reduce the amount of paved impervious surface.
2. All sidewalks on site should be at least 5 feet wide, especially where they are right up against a curb.
3. The sidewalks need to comply with ADA guidelines (PROWAG) with appropriate landings and ramps with detectable warning strips at intersections.
4. The intersection of Buckland Road and Gateway Boulevard needs to have pedestrian crosswalks and signals across Buckland Road on both the north and south sides of the intersection.
5. Show 5 foot concrete sidewalks along Buckland Road north of Gateway Boulevard to the property line and up the north side of Gateway Boulevard for future development.
6. The proposed sidewalk easement to the Town along Buckland Road will need to be extended north to the property line. On the existing sidewalk easement, what does the note that says “hatched portion to be extinguished” mean?
7. The second entrance to the parking lot off the north part of Gateway Boulevard (just east of the retail shops) is too close to the 3 way Gateway Boulevard intersection and there may be traffic conflicts there. This parking lot entrance should be reconfigured to be a one way entrance only off the northern part of Gateway Boulevard. Vehicles exiting the parking lot east of the retail shops will need to use the other entrance/exit to Gateway Boulevard.
8. Consider installing a small round-about or traffic circle at the 4 way intersection of Gateway Boulevard and the driveway past M&R Liquors, instead of a 4-way stop. A circle would work well here because of the curves going into this intersection and the offset streets on both sides of this intersection.
9. I did not see any details for the decorative crosswalks across Gateway Boulevard and the parking lots.
10. The parking spaces marked “compact cars only” need to be made standard size parking spaces
11. Label the slope down into the detention basin between Buckland Road and the parking lot. This should be no steeper than 3H:1V.
12. A guiderail is needed along the parking lot and west end of Gateway Boulevard where the slope into the detention basin is close and steeper than 4H:1V.
13. There are several areas along Gateway Boulevard where there is a low point 53-80 feet from a nearby high point. These changes in grade should be spread out more so there is at least 100 feet between low and high points and this road does not feel like a roller coaster.

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14. There is a spot elevation of 158.55 at a low point on the northern section of Gateway Boulevard by the entrance to the parking lot east of the retail buildings that does not appear to be correct. Check this and other spot elevations.
15. The Drainage Plan shows a 30" to 36" pipe exiting the detention basin and connecting to a CB in Buckland Road with a 24" RCP crossing this road. Drainage pipes should not be larger than the ones in the downstream system they are connecting to. Either the drainage pipes from the detention basin need to be smaller or the existing drainage pipe across Buckland Road and to the west needs to be replaced with a larger pipe. Provide an analysis of the drainage system downstream of the tie in point on Buckland Road.
16. Include pipe sizing calculations and a gutter flow report for the proposed drainage system on this site.
17. I am still reviewing the drainage report and will have additional comments on it.
18. I concur with the sanitary sewer extension proposed and analysis provided. This site will be served by a privately owned and maintained sewer system shown. This site plan requires review and approval from the WPCA.
19. The main part of the sanitary sewer heading north through the site and to the two office buildings to the east should all be 8" diameter pipe.
20. Provide the expected sanitary sewer flows from each building connection shown. Clarify the sanitary sewer connections shown to the retail buildings. Not all units are shown with a sewer connection and there are two connections in the middle of these buildings.
21. Why do the sanitary manholes have a 6" outside drop? These should not be necessary and are not recommended as they make it difficult to maintain the sewers.
22. For any utility and lane extensions or widening in Buckland Road, there is about 3 inches of Class 1 surface pavement over about 4-5 inches of Class 4 binder pavement in this road and all pavement patches or additions will have to match the existing pavement thicknesses.
23. We are still reviewing the Traffic Memo provided and associated master plan and are coordinating the traffic needs with other developments proposed nearby and a study of the Buckland Road traffic signals that was recently completed by the Town and our Traffic Engineer.

Chairman Pacekonis asked for comments from the public, and Mr. Scott Roberts stated people had called in but had not indicated they want to speak.

The Chairman asked for comments from commissioners.

Commissioner Bernstein reviewed site lighting details with Mr. Wheeler.

Commissioner Bonzani asked if solar panels or car charging stations were planned. Mr. Wheeler stated there were no plans for either at this time but could take it under consideration with the applicant.

Commissioner Dexter complemented the plan and it coming to fruition.

Commissioner Flagg discussed the front underground chamber and detention basin for stormwater with Mr. Wheeler.

Vice Chairman Foley asked how wide the front lawn area measured in front of the landscape shrubbery, in regard to the snow shelf. Mr. Wheeler noted it was 5 feet from the edge of the sidewalk to the top of the

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slope where cars will be parked. A wooded style guide rail will be added per engineering comments. Irrigation will be provided along Buckland Road to maintain the landscaping to the highest standards.

Commissioner McGuire asked if there will be uniform size and color of signage used in tenant branding. Mr. Brown stated each tenant will comply with town regulations for signage and also be approved by the landlord developer.

Commissioner Wagner voiced support for the development, and noted drawings do not show access to the north property, and a property line appears to go through the north building. There are strings of lights shown in renderings of the retail buildings that may not comply with lighting regulations and impact residential properties to the east. Mr. Brown and Wheeler assured if lighting depicted was not compliant it would not be used but may find a compliant alternative. Detention basins and their maintenance were discussed. Mr. Wheeler confirmed traffic lights will be controlled by cameras along Buckland Road. Commissioner Wagner suggested consideration of changing sign regulations in the future so that signage at the back of a building does not reduce what is allowed on the front. He voiced support for rooftop solar and electric car charging stations that can be designed to pay for themselves.

Chairman Pacekonis discussed queueing at the signals on Buckland Road for left turn lanes with Mr. Wheeler who indicated the applicant has agreed to extend the southbound left hand turn lane 200', enough for 10 cars, at both the Hemlock Avenue and Cedar Avenue intersections. Dumpster locations, access and screening were discussed. Chairman Pacekonis requested four handicap parking spaces in front of each retail building, and discussed with Mr. Wheeler the rooftop parapet walls on the medical building and the topography to the east requiring a buffer of evergreen trees and use of retaining walls.

Commissioner Wagner made a motion for the public hearing to be continued to the next meeting. Motion seconded by Commissioner Dexter. The motion passed and the vote was unanimous.

REGULAR MEETING

CALL TO ORDER: 8:31 p.m.

PUBLIC PARTICIPATION:

Mr. Roberts stated no one had called in to the meeting to speak.

Secretary Commissioner Bonzani read an email from Mr. Jeff Trachtenberg of 36 Simcka Drive requesting smart, reasonable, safe and sound zoning laws for bee hives. (Exhibit A)

The Secretary Commissioner read an email from Mr. Robert Dickinson, formally of 19 Birch Street and now of Bloomfield, regarding a section of the Windsor subdivision regulations that could be used as a guide in revising South Windsor's regulations to better guide developers to help the town provide pedestrian and bicycle community connectivity. (Exhibit B)

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

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

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Director Lipe noted the updated draft of approval conditions included in commissioners' packets based on feedback from the public hearing from the applicant.

Chairman Pacekonis noted for the record that 4 a.m. is too early to start deliveries and prefers a 6 a.m. or 5 a.m. start time for trucks to arrive at the loading docks. The Chairman noted the language provided by Commissioner Wagner that was emailed to commissioners by staff today which clarified differences between residential and commercial, stating he would not oppose it becoming part of an approval motion. He asked on the truck movement plan that there are no truck left turns onto Deming Street from Tamarack Avenue.

Vice Chairman Foley agreed 4 a.m. is too early, especially in fall and winter months when there is less foliage and noise travels more, and is in favor of a 6 a.m. start for truck deliveries.

Commissioner Bonzani agreed 4 a.m. is extremely early but could support 6 a.m. or 5 a.m.

Commissioner Flagg agreed 4 a.m. is too early and noted the many letters received in support of Costco did not have to do with this text amendment, but could support 5 a.m. or 6 a.m.

Commissioner Wagner reviewed the text wording he submitted. Section 2, 1b. currently reads "...without passing by any residential zoned dwellings." The suggested change reads, "...without passing by any residential buildings within the Gateway Zone or residentially zoned properties. If primary and alternate trucks routes are designated, an alternate route may pass by residential buildings within the Gateway Zone, provided provisions are included in the site plan to limit use of the alternate route to emergencies and temporary situations where the primary route is blocked." And in Section 1e. that currently reads "...no residentially zoned uses that would be affected.", the suggested change reads, "...no residentially zoned properties or residential buildings that would be affected." Commissioner Wagner stated these changes are to clarify and to cover what kind of residential situations we have, which are buildings inside the Gateway Zone and neighboring properties. With the recognition that the applicant needs to have a way in and out of the property if Tamarack Avenue gets blocked, the language is clarified to allow for that alternate route, that we know will go right by Evergreen Crossing, but if it is used only in temporary emergency type situations then we can live with that.

Commissioner Bernstein noted the applicant is requesting to bring trucks and product in at 4 a.m., which is too early, but will the applicant pull out of the project without that start time? There is an assumption that 4 a.m. will create a noise problem but it is not a known fact. Chairman Pacekonis noted that the Gateway Zone is not an industrial area where 24 hour activity is allowed, but rather a mixed use zone. The majority of commissioners are willing to give some leeway but 4 a.m. is too early. Commissioner Bernstein stated he could support a start time in the 5 a.m. to 6 a.m. range.

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

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 8/2/20.
3. No loading, trash removal or compaction, or other such operations shall be permitted between the hours of 10:00 p.m. and 7:00 a.m. unless the applicant submits evidence that sound barriers between all areas for such operations effectively reduce noise emissions to a level of 45 db, as measured at the lot line of any adjoining property. No truck deliveries or pickups are allowed between the hours of 10:00 p.m. and 7:00 a.m. Hours of truck deliveries or pickups for times between 10:00 p.m. and 7:00 a.m. may be allowed only as a Special Exception use if the Commission determines that the criteria in Section 8.4, Special Standards and Procedures, as well as the following criteria, are satisfied.

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- a. There shall be no truck delivery or pickups between the hours of 10:00 p.m. and 5:00 a.m.
- b. A truck routing plan shall be submitted showing truck movements for the site that access the site only from Buckland Road and Deming Street without passing by any residential buildings within Evergreen Walk in the Buckland Road Gateway Development Zone or residentially zoned properties. If primary and alternate truck routes are designated, an alternate route may pass by residential buildings within the Gateway Zone, provided provisions are included in the site plan to limit use of the alternate route to emergencies and temporary situations where the primary route is blocked.
- c. The loading dock shall be located at least 1,320 feet from the nearest residentially zoned dwelling unit and at least 500 feet from any residential building within the Gateway Zone.
- d. The modified hours of operation are permitted only with regard to a retail sales and inventory use that has a minimum gross floor area of 150,000 square feet.
- e. The loading area shall be appropriately screened to reduce sound by recessing the loading area or orientation of the building and location of the loading area, etc. unless the Commission determines that the screening is not necessary because there are no residentially zoned properties or residential buildings that would be affected.

Commissioner Flagg seconded the motion.

Vice Chairman Foley moved to amend 3a. of the motion from 5 a.m. to 6 a.m.

Chairman Pacekonis seconded the motion.

Vote to amend the motion to 6 a.m. failed 2 to 5. Roll Call Vote taken: Commissioners Foley and Pacekonis voting in favor; and Commissioners Bernstein, Dexter, Bonzani, Wagner, and Flagg voting against.

The Chairman called for a vote on the motion.

Commissioner Dexter voiced her support for the applicant's originally proposed 4 a.m. start time for truck deliveries.

The motion to approve the text amendment, with a 10 p.m. to 5 a.m. timeframe prohibiting truck deliveries, passed 6 to 1. Roll Call Vote taken: Commissioners Bonzani, Flagg, Wagner, Bernstein, Foley and Pacekonis voting in favor of the text amendment; Commissioner Dexter voting against.

2. **Appl. 20-04P, Chestnut Ridge Subdivision** – request from Horseshoe Lane Assoc, LLC for a Special Exception to Section 7.14 and Site Plan approval for an Open Space Subdivision of 56+ acres, to create a total of 19 lots, on property located at 534 Barber Hill Road (easterly side of Barber Hill Road, southerly of East Windsor town line), RR zone

Town Engineer Doolittle noted that if sidewalks are going to be constructed along Barber Hill Road it will require taking down more trees than envisioned.

Chairman Pacekonis noted how overgrown the trees on Barber Hill Road will become the Town's problem if they are in the right of way. The Chairman suggested adding to Item 2 of the approval conditions, to add 400' +/- of sidewalk to Barber Hill Road to complete a circular pattern for walking and to accommodate any future school bus stop locations.

Commissioner Flagg stated he visited the site and that Barber Hill Road has many scrub trees with one large tree at the end, and suggested a sidewalk there could be handled like the one on Nevers Road. The commissioner stated he is suggesting the sidewalk because of safety issues that could arise in the winter walking on Barber Hill Road in snow conditions.

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Commissioner Wagner noted the Commission cannot dictate where the school bus stop will be and that he is in agreement to having a sidewalk on Barber Hill Road.

Commissioner Bonzani made a motion to approve Application 20-04P with the following conditions:

1. This approval is for 19 lots, numbered 1-19.
2. Concrete sidewalks, built to Town specifications, shall be installed on easterly side of the new street and 400 feet along Barber Hill Road on the subject property.
3. Drainage and construction for this subdivision is subject to the approval of the Town Engineer.
4. All lots shall be serviced by on-site septic systems. Septic system final design(s) must be submitted to and approved by the Environmental Health Officer prior to filing of mylars and issuance of building permits.
5. Water shall be supplied to this subdivision by CT Water.
6. This application is subject to the condition of approval of the Inland Wetlands Agency/Conservation Commission including bonds in the amount of \$25,000 for establishment and maintenance of erosion and sediment controls; \$30,000 for the establishment of the stormwater pond and system; \$15,000 for installation and successive wetland plantings that are proposed.
7. Street lighting shall be installed on streets and at intersections in accordance with the policy established by the Chief of Police. Street lighting is to be coordinated with the Chief of Police.
8. Street names and locations of fire hydrants are subject to the approval of the Fire Marshal of the Town of South Windsor. Street names and supporting posts shall be installed by the developer in conformance with the standards of the Town of South Windsor, at no expense to the Town.
9. A liability insurance policy shall be submitted to this Commission naming the Town of South Windsor as an insured, with a combined single limit for bodily injury and/or property damage in the amount of \$1,000,000.
10. Trees within the street trees easement and any other trees on land that is currently or will in the future become Town-owned land are to be planted in accordance with the enclosed Tree Planting Specifications.
11. Prior to commencement of any site work, a preconstruction meeting must be held with Town Staff.
12. All plans used in the field by the developer must bear the stamp and authorized signature of the Town of South Windsor.
13. All easements for conservation purposes, drainage or utilities, that may be required in connection with the approval of this subdivision, must be submitted on standard Town easement form where appropriate, to this Commission prior to filing the mylars and issuance of building permits. All deeds for open space, public improvements and roadways must be submitted prior to request for Town acceptance; all deeds must be in accordance with the policy for accepting deeds and must be approved by the Engineering Department and Town Attorney.
14. 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.

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15. If, for any reason, finished grading and other individual lot site work is not completed, the Town Engineer shall determine the amount of a cash bond to ensure final grading and site work. This cash bond must be submitted prior to issuance of a Certificate of Occupancy.
16. Quantity estimates must be submitted to the Town Engineer (on the enclosed form) for the purpose of determining subdivision bonding. All bonds shall conform to the enclosed bond policy and shall be posted prior to filing the final plans in the Town Clerk's office.

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

17. A drainage assessment fee in the amount of \$950.00 shall be submitted to this Commission.
18. 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.
19. The Town Engineer's review comments dated 6/23/20 must be incorporated in the final plans.
20. The parking area to be relocated south of the powerlines shall be surrounded with heavy wood rails with a couple of openings for walkers and adequate room to turn around.

Commissioner Flagg seconded the motion.

Commissioner Wagner added a condition:

21. Sufficient room for access to the open space shall be provided between residential lots 9 and 10, including around the area of the detention pond.

Commissioner Bonzani accepted the friendly amendment. Commissioner Flagg seconded the amendment.

The motion carried and the vote was unanimous.

BONDS: Callings/Reductions/Settings

MINUTES: 6/23/20 approved by consensus.

OLD BUSINESS: *see page 3*

APPLICATIONS OFFICIALLY RECEIVED:

1. **Appl. 20-36P, Kebalo Office Temporary & Conditional-** request for renewal of a two-year temporary and conditional permit for the Kebalo Electric Company office located at 175 Wheeler Road, A-20 zone
2. **Appl. 20-37P, Twin Manufacturing Company** - request for a site plan modification to add approximately 9,500 sf to the rear of the existing facility, on property located at 273 Chapel Road, I-291 CD zone
3. **Appl. 20-30P, Windsor Federal Savings & Loan Association** – request for Site Plan of Development for 2,682 sf building, on property to be known as 176 Deming Street (formally 395 Buckland Road), RC zone
4. **Appl. 20-39P, Friends of Wood Memorial** – request for renewal of a two-year temporary and conditional permit for the Wood Memorial Library Native American Village Exhibition, on property located at L066 Main Street (westerly of Wood Memorial Library), A-40 and FP zone
5. **Appl. 20-40P, Progressive Sheet Metal LLC** - request for a site plan modification to add approximately 3,230 sf to the existing facility, on property located at 49 Mascolo Road, I zone

TOWN OF SOUTH WINDSOR
PLANNING & ZONING COMMISSION

MINUTES

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OTHER BUSINESS:

CORRESPONDENCE / REPORTS:

ADJOURNMENT:

Motion to adjourn the Regular Meeting at 9:25 p.m. was made by Commissioner Flagg. Seconded by Commissioner Bonzani. The motion passed and the vote was unanimous.

Respectfully Submitted,

Lauren L. Zarambo
Recording Secretary