

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

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**JULY 27, 2021**

**MEMBERS PRESENT:** Bart Pacekonis, Stephanie Dexter, Stephen Wagner, Frank Bonzani, Michael LeBlanc, Kevin Foley

**ALTERNATES PRESENT:** Megan Powell, Alan Cavagnaro, Paul Bernstein

**STAFF PRESENT:** Jeffrey Folger, Environmental Planner; Jeffrey Doolittle, Town Engineer; Michael Lehmann and Scott Roberts; IT Support; Caitlin O’Neil, Recording Secretary

**PLEDGE OF ALLEGIANCE**

Commissioner Bonzani read the legal notice published in the Journal Inquirer.

Chairman Pacekonis appointed Alternate Commissioner Powell for Commissioner Flagg.

**CALL TO ORDER:**

**PUBLIC HEARING/ COUNCIL CHAMBERS- 7:00 PM**

1. **Appl. 21-30P, Hartford Truck Equipment LLC Temporary & Conditional Permit** – request for a two-year temporary and conditional permit for a truck storage area to accommodate 100 trucks, approximately 1 acre in size, on property located at 542 King St, GC and RR zones.

Peter Alter, attorney from Glastonbury, presented the application for the applicant’s Blake & Derek Bannon. Mr. Alter reviewed the need for the proposed storage lot, which will be entirely in the General Commercial zone not in the Rural Residential zone. At this time no activity is being proposed in the RR zone. Mr. Alter cited a Notice of Violation letter sent on June 28<sup>th</sup> 2021 by the Town’s Zoning Enforcement Officer because of vehicles already parked in the proposed lot. Mr. Alter explained the reason trucks were parked before a public hearing was due to an overwhelming need for space for trucks waiting to be outfitted. Mr. Alter further explained that Hartford Truck repairs trucks and adds various features to trucks like special lighting. However, due to a breakdown of the supply chain, parts and equipment are taking 3 or more weeks to arrive. Mr. Alter further explained that trucks have continued to arrive at the sight to get outfitted and now there is a surplus of trucks waiting to get serviced. Mr. Alter commented that prior to COVID and the breakdown of the supply chain the typical turnaround time for a truck was a week.

Mr. Alter commented that the applicants Blake and Derek want to be good neighbors, they understand that there residences on King Street and this area is considered a residential area. With that said, the applicants have put together two neighborhood meetings to review proposed plan with surrounding neighbors. Mr. Alter commented that the applicant has a long-term plan of development for the business while still protecting the neighborhood, however, they are not prepared for an overall site plan at this time and are focusing on the need for temporary and conditional permit. Mr. Alter commented that Blake and Derek have recently added a 6 ft. fence around the storage lot, in addition to this fence, they have agreed to add 7 to 8 ft. berm adjacent to fence to provide more screening from neighbors. Mr. Alter presented some photos to show the storage area (Exhibit A) that showed views of the lot towards King Street and Burnham Street with the nearest home being 381 ft. from the fence. Mr. Alter commented that he felt there was substantial distance from the lot to the homes as well as a field and treed boundary for additional privacy. Mr. Alter reiterated that as a gesture of goodwill, the applicant will add an additional berm. Mr. Alter commented that there he does not believe there is a negative impact of any direct neighbors as there will be no increase in traffic on King Street as there is no access to King Street and there will be no disturbance of the RR zone of property.

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Mr. Alter commented that this is a temporary and conditional permit, if the Planning & Zoning Commission feels there has been a large issue on the storage site they can deny the permit at the time of renewal in 2 years. Mr. Alter added that ultimately the applicants plan to bring a more comprehensive and permanent plan to develop site, however, they will not initiate a plan until further discussion with the neighborhood. Mr. Alter summarized that the permit process took almost two, the applicants acknowledge they should not have started parking trucks on the site but they were desperate need of the space as they continue to have issues with receiving parts in a timely manner.

Environmental Planner Jeff Folger read Director of Planning Michele Lipe's staff comments.

1. This is a request for a two-year temporary and conditional permit for a truck storage area to accommodate 100 trucks, approximately 1 acre in size, on the generally commercially zoned land, on property located at 542 King Street, GC and RR zones.
2. The applicant has provided a site layout of the proposed storage area. The location is directly behind two businesses on Route 5 and abuts residentially zoned land that extends to King Street, and is owned by the applicant.
3. The site is a sandy lot with grass vegetation. The storage area, which has already been installed, is surrounded by a chain link fence, can accommodate 100 – 12 X 20 truck parking spaces, with a 24-drive aisle between them. The intent is to store new trucks in this area until they are fitted out with truck beds, bodies etc tailored for a customer.
4. All vehicles will be dropped off at the existing business for Hartford Truck at 95 John Fitch Boulevard and moved into this area from there. There is no access proposed from King Street.
5. The applicant narrative indicates their intent to submit a site plan showing expansion of the existing business and at that time a buffer requirement would have to be designed per our regulations. For this request, the applicant has added mesh screening along the fence to provide some initial screening of the activity.
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 2 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, staff would recommend that applicant submit site plan for this permitted use including addressing the buffer requirements.

Town Engineer Jeffrey Doolittle had no comment.

Chairman Pacekonis asked for any public comment.

Jay Samsel of 333 Deming Street spoke in favor of the application and commented that Hartford Truck and the applicants are considerate of the neighborhood and keep a clean operation.

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Tom Russo of 561 King Street expressed his concerns for the application. Mr. Russo asked for clarification of violation process in general since Hartford Truck made a business decision to use the storage lot without any formal approval. Mr. Russo commented that he supported the recommend berm. Mr. Russo suggested that if this would be approved he would like details of the proposed berm like types of vegetation and timeline. Mr. Russo commented that he wants to be sure the berm is installed correctly.

Jessica Uccello of 510 King Street spoke with concerns of the application. Ms. Uccello felt the application presentation made by Peter Alter was misleading, commented that the trucks could be seen clearly from her home. Ms. Uccello commented she was disappointed in how the process was handled, however, she does support the proposed berm. Ms. Uccello commented that she had concerns of the future of property values if the permit is approved.

Robert Uccello of 510 King Street echoed Ms. Uccello's concerns. Mr. Uccello commented that their home is the closest to the property and can clearly see the storage lot. Additionally, they are concerned about the view come the fall and winter. Mr. Uccello reiterated the concerns of property values. Mr. Uccello echoed Ms. Uccello, he would like to support Hartford Truck but does not want the business to impede on his property.

Commissioner Powell questioned if there are any additional security measures for the vehicles. Peter Alter responded that Hartford Truck has a 24-hour security guard on site.

Commissioner Bernstein commented on Hartford Truck being considerate of the neighbors and supports idea of berms. Commissioner Bernstein commented on the supply chain issue and questioned if the applicant believes the supply chain issue will take 2 years to be resolved. Peter Alter responded that the applicant is being conservative and feels it could take about 2 years for the supply chain to correct itself. Commissioner Bernstein commented on idea of the conditional approval lasting 1 year instead of 2 years.

Commissioner Dexter questioned if there are any noise or lighting issues at the proposed site. Peter Alter responded that no work on trucks is performed in this area, simply a parking area, additionally, there is no lighting in this parking area as well. Commissioner Dexter confirmed the hours of operation are Monday – Friday from 7am-5pm.

Commissioner Bonzani questioned what is proposed plan for berm. Peter Alter responded that the proposed berm would be a temporary berm to go with the temporary and conditional permit. Mr. Alter further explained that the applicant intends to eventually move forward with a proposal for a full scale development plan for a permanent development. Therefore, applicant feels it does not make sense to create long-term plantings and at this time they are suggesting a wood chip berm. Commissioner Bonzani commented that 100 trucks waiting to be outfitted seems like a large amount. Mr. Alter explained that there is a substantial parking area already available on their site and this site was able to accommodate truck turnover, however, this parking area cannot hold the amount of trucks that waiting to be outfitted. Commissioner Bonzani confirmed that no lighting is being proposed in the parking area.

Commissioner Foley questioned if applicants would put an evergreen buffer on easterly side of the General Commercial zone that separates the Rural Residential zone. Peter Alter responded that this does not fit in terms of their long-term plans of development, the berm they are proposing is a temporary solution to fit with a temporary permit. Commissioner Foley questioned the applicant Blake Bannon, in lieu of fabric on fence,

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would they be open to put permanent slats inside the chain link fence. Mr. Bannon responded that he is not opposed to this suggestion.

Commissioner Wagner commented that he was happy to hear the business has continued to grow and that he is sympathetic to the breakdown of the supply chain. Commissioner Wagner questioned the date of the aerial photo date. Environmental Planner Jeff Folger responded it was taken in 2019. Commissioner Wagner questioned where mentioned vegetation is located. Peter DeMallie referred to exhibit 3 in the southwestern direction from parking field towards the Uccello property, there is a substantial amount of deciduous vegetation. Commissioner Wagner questioned the timeline of berm. Mr. DeMallie responded that it could be put in in a matter of weeks and the berm would be higher than any of the vehicles. Commissioner Wagner questioned the length of the berm. Mr. Alter responded that the berm be the entire length of the parking lot facing King Street and along the side of the lot that faces the Uccello home. Commissioner Wagner requested that the berm be reviewed and approved by Town Staff.

Commissioner LeBlanc suggested an 8 ft. fence be installed at least until a more permanent berm is installed and to add slats to the chain link fence. Commissioner LeBlanc also commented that he expects the applicant to properly maintain the fence throughout the year.

Chairman Pacekonis congratulated Commissioner Alan Cavagnaro on becoming a newly appointed commissioner. Commissioner Cavagnaro commented that he was alarmed to hear the homeowners concerns and would like to see proposed vegetation added to the berm to better accommodate the residents. Commissioner Cavagnaro questioned why there were no lights proposed in the parking area. Peter Alter responded that this was not proposed to avoid any issues with the neighbors. Commissioner Cavagnaro commented that he hoped the site would be well maintained come the winter months.

Chairman Pacekonis asked Environmental Planner Jeff Folger to explain the violation procedure. Mr. Folger explained that first and foremost, a zoning violation is considered civil and not a criminal, therefore, the town does not have authority to stop a violation with force. Mr. Folger commented that the usual procedure for a zoning violation is first a notice of violation, which would explain the violation then provide a time frame with which to rectify the situation. If this notice is ignored, the next step is a cease and desist order, which would reiterate the notice of violation and propose another time frame to rectify the violation. If the cease and desist is ignored the only other recourse would be to get an injunction in court. Mr. Folger commented that at the current time there is no way to levy fines, however, the commission may be able to change this down and adopt down the line. Mr. Folger commented that if there was an immediate concern of health and wellness the town could skip to a cease and desist order.

Chairman Pacekonis questioned if the temporary berm would be located in the GC or RR zone. Peter Alter responded that it would be located in the GC zone if they start 10 ft from fence. Chairman Pacekonis asked Mr. Alter to draw out exactly where berm would be located. Mr. Alter showed that the temporary berm would go along the entire length of the fence that faces King Street and about half the length of the fence on the south side. Mr. Alter added that there is no berm proposed for the north side as this is access to the paved parking area and nothing proposed on the east side because that faces the commercial building on John Fitch Boulevard.

Chairman Pacekonis requested a commitment for when berm would be completed. Peter Alter responded that once Town Staff approves the berm, the berm would be completed within two weeks afterwards. Chairman Pacekonis questioned if the town would need a large amount of planning for the berm. Environmental

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Planner Jeff Folger responded that he was not concerned if it is only a woodchip and temporary berm being installed. Mr. Folger commented that there would be discussion on a need of a courser material to be used for the berm due to concerns with regard to dust.

Chairman Pacekonis questioned abutter Tom Russo and confirmed if the proposed berm discussed at neighborhood meetings was an accurate to the description given at tonight's meeting. Mr. Russo commented that it was an accurate depiction, however, concerned about the idea of a temporary berm for 2 years. Mr. Russo commented that he thinks a permanent berm should be installed, especially if the long-term plan is to put in a berm along King Street. Mr. Russo commented that he thinks Harford Truck should spend the money and install the berm correctly.

Chairman Pacekonis questioned height of current fence. Peter Alter responded 6 ft. for height. Chairman Pacekonis commented that he would like to see a permanent berm there instead of a temporary berm, additionally, would like to see slats installed in the fence. Chairman Pacekonis confirmed that the berm had not been discussed with the Planning Department. Chairman Pacekonis suggested that the public hearing be extended to the next meeting on August 17 so the Planning Department can review berm. Town Engineer Jeffrey Doolittle agreed, would like details if this proposed berm, specific location and exact material to be used for the berm.

Commissioner Wagner questioned reliability of a woodchip berm, specifically concerned it may blow away. Commissioner Wagner commented that perhaps a condition be placed on the berm regarding its maintenance. Town Engineer Jeffrey Doolittle agreed with Commissioner Wagner, not necessarily concerned about it blowing away but concerned about it settling and no maintaining its height.

Commissioner Wagner motioned to keep public hearing open until the next meeting on August 17, 2021. Commissioner LeBlanc seconded the motion. The motion passed unanimously.

2. **Appl. 21-31P, 1060 Main LLC & Housing Authority TOSW** – request for a special exception to table 3.1.1A, Section 7.7 and site plan of development for the redevelopment of the existing 31,495 sq facility into 37 elderly apartment units to be known as 1060 Main Street Elderly Housing, on property located at 1060 Main St, A-40 zone.

Attorney Peter Alter also representing the applicant 1060 Main LLC reviewed proposal for a redevelopment of the former nursing home on Main Street. Mr. Alter explained that his clients are experienced multi-family developers with familiarity redeveloping properties like this one. Mr. Alter commented that Daniel Jameson, Rachel Meir and Sean Donadio were also present to give further details on the application. Mr. Alter explained per the regulations the co-applicant for this proposal is the Town of South Windsor's Housing Authority, who enthusiastically endorsed the 37-unit elderly housing complex.

Atty. Alter explained that the housing would be limited to ages 62 and over and they had already secured approval from the Inland Wetland Agency/Conversation Commission. The applicant is proposing 21 one-bedroom units and 16 two-bedroom units. Additionally, the site would have a community room and an interior courtyard with 24 units having direct access to the courtyard. Mr. Alter commented that there was one change to the site plan that Daniel Jameson would highlight in more detail, there is now a proposed driveway that circumnavigates the property, which will provide access directly to the units. Mr. Alter commented that the applicant's plan of development is to use existing footprint, they do not intend to increase the size of the building. Mr. Alter summarized that the plan meets all requirements of the zone and

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needs no waivers. Additionally, there are no traffic impacts, no environmental impacts and it is an appropriate use for the neighborhood.

Daniel Jameson, Professional Engineer from Design Professionals, reviewed the erosion and sedimentation control, stormwater management and water quality measures. Mr. Jameson explained that there would not be a full demolition since they will have using existing footprint of the building. They will also be adding new concrete walkways throughout the site and a new parking area. Mr. Jameson echoed Atty. Alter's comments and explained they would also be providing a complete driveway around the entire building to provide better access for cars, residents and emergency vehicles. Mr. Jameson commented that the erosion control meets the 2002 State of Connecticut Erosion and Sedimentation Control Guidelines. He highlighted that there are two dry wells on site and two siltation basins to help with long-term stormwater management. Additionally, there would be silt fences at uphill areas for downhill properties. Mr. Jameson commented that the soils located behind the building also has high potential to infiltrate stormwater.

Mr. Jameson commented on remarks sent by Town Engineer Jeffrey Doolittle regarding the large tree on northern property line that was proposed to be removed. Mr. Doolittle suggested the abutting property be notified of the removal of the tree. Mr. Jameson explained that Atty Alter's office did discuss this with neighbor who agreed that it should be removed. Mr. Doolittle also commented on electric vehicle chargers to be installed and ready level 2 ready and Mr. Jameson commented that this has been incorporated into the plan. Additionally, the site plan now reflects 5 ft. wide sidewalks around the building and 6 ft. wide sidewalks next to parking area with ADA ramps installed as well.

Sean Donadio principle, architect from Northeast Collaborative Architects, presented the proposed layout for the building. Mr. Donadio commented that they are looking to create front to back apartments with the front facing the perimeter of building and the back facing the courtyard. Mr. Donadio commented that the 37 units will range from one-bedrooms with sizes from 575-800 square feet and two-bedrooms with size in-between 870 -1180 square feet. Mr. Donadio commented there would be four units that would be type-A ADA adaptable. Mr. Donadio added that there would be a community room for residents, which could be used to host larger gatherings.

Mr. Donadio explained that the exterior will have minimal changes, brick and stone would be cleaned, and the vinyl siding, gutters and trim would be re-done as they have come to the end of their life. Mr. Donadio added that they plan to use similar colors scheme for the exterior. Mr. Donadio commented that the roof and windows were recently updated, therefore, they will not have to update those items. Mr. Donadio explained the mechanicals would be changed to individual systems per unit and they would be keeping the existing fire suppression system. Additionally, the water and sanitary lines would be be utilized, likely having less usage than convalescent home. Mr. Donadio commented that each unit would have a condensing unit on the exterior that would be screened. Lastly, they would be proposing a point use hot water system instead of a larger boiler system, as this would be more efficient.

Rachel Meir from Design Professionals presented the landscape and lighting plans. Ms. Meir commented that the goal was to provide privacy for the neighbors and enhance the well-established character of Main Street. Ms. Meir explained they would be reusing the hardscape, which would allow to preserve existing mature trees on site. Ms. Meir commented that new shade and ornamental trees would replace any mature trees that do need to be taken down to accommodate the additional sidewalks. Ms. Meir commented there would two 25 ft. buffer as per zoning regulations. Additionally, to the north of the site there is proposed 5 ft. black, vinyl coated chain link fence. Ms. Meir added that to the northwest of the property there would be

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removal of the hemlock trees and would be replaced with new arborvitae row to provide a buffer to the neighbors with full maintenance by new owners. Ms. Meir commented that they would clear a half acre of land behind the building to create an open lawn to be used for residents and visitors for passive recreation. Ms. Meir added they intentionally did not propose to add a lawn in the front of the property since they want to respect the Main Street neighborhood. Ms. Meir commented on the lighting plan and proposed new 12 ft. LED lights fixtures that would be dark sky compliant.

Environmental Planner Jeff Folger read Director of Planning Michele Lipe's staff comments.

1. Request from 1060 Main LLC and Housing Authority of the TOSW for a special exception to table 3.1.1A, Section 7.7 and site plan of development for the redevelopment of the existing 31,495 sf facility into 37 elderly apartment units, to be known as 1060 Main Street Elderly Housing, on property located at 1060 Main Street, A-40 zone
2. This application is a joint application between 1060 Main LLC and the South Windsor Housing Authority, as required Section 7.7. The purpose of this regulation is to provide housing particularly suited to the needs of the elderly citizens. Housing must be located in reasonable proximity to such shopping and services as are required by elderly persons and the development is to be designed to provide a pleasant environment for habitation. Also, the use must be in conformity with the general framework and intent of the Town Plan of Conservation and Development.

Section 7.7 Housing for the Elderly - regulation currently permits a total of 500 units of senior housing to be built. The Town currently owns 70 units and 356 other elderly units have been built. Currently there are 74 units left under this regulation. With the addition of these 37 units, there will 36 units remaining to be approved.

3. The zoning requirements include: Proposed building height is 19 feet; 30 feet allowed. The site size 13+ acres, minimum lot size required is 2 acres. Minimum required frontage is 200 feet, this suite has 272 feet provided on Main Street. Impervious coverage proposed is 25.3%; 40% allowed.
4. The unit breakdown includes: 21 one-bedroom units ranging in size from 569 sf- 799sf; 16 two-bedroom units ranging in size form 870 sf-1201 sf. Amenities will include a community room, with a small kitchen to host small gatherings. There will also be a courtyard available for residents to access from their units.
5. Special Exception criteria include:
  - 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.

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- 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 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.

6. The current Town Plan of Conservation and Development supports uses that will maintain the current character of Main Street. The Residential section also encourages the development of additional affordable housing in town.
7. Minimum parking required is 1 space per unit plus 1 space per employee. The applicant is providing 78 spaces for 37 units including 8 accessible spaces. To comply with the EV charging regulations, 3 spaces are proposed as EV installed Ready Level 2 spaces and an additional 5 spaces will be EV-Ready for future use.
8. The development will be serviced by a single access drive off of Main Street with a sidewalk connection being added to the site. Pedestrian access via bituminous sidewalks has been provided throughout the site. All lighting on site will be full cut-off fixtures with low lighting levels around the perimeter of the building and parking areas.
9. A 25-foot buffer is required along the southern, northern and eastern sides of the property. The buffer is shown as 25 feet on the plans from the single family houses/properties to the west.
10. The site contains a small area of regulated wetlands. The applicant received IWA/CC approval on 7/21/21 with recommendation of a bond in the amount of \$5,000 to ensure compliance with the erosion and sedimentation plans and \$5,000 for the establishment of the storm water structures.
11. Public water and sewer are provided. Water Pollution Control Authority approval is required.



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12. We have requested information from the Human Services Department about impact on services provided to senior citizens. Based on previous developments, Andrea Cofrancesco, Director of Human Services, has indicated she does not feel that we see much of an increase in transportation needs or senior services needs as it is relatively small development.

If this application is approved, the Planning Dept has no requested modifications

Town Engineer Jeffrey Doolittle commented that the electric vehicle chargers need to be level 2 ready.

Commissioner Bonzani read two letters of support into the records. The first letter from Paul Burnham, Chairman of the Economic Development. The second letter from Erica Prior Fearn and Janet Prior (Exhibit B).

Chairman Pacekonis asked for public comment.

Andre Dubreuil of 1076 Main Street and Kathleen Young of 1136 Main Street commented in support of the application.

Commissioner Cavagnaro questioned the traffic report and how trends are evaluated. Daniel Jameson explained the International Traffic Institute puts together a book of studies that evaluates the traffic. Ultimately, the number of individuals living in the proposed facility would be less than the convalescent home which would cause reduction of flow during peak flow hours. Commissioner Cavagnaro questioned why the applicant is not utilizing the front lawn. Peter Alter responded that they wanted to respect the neighborhood and decided to keep the recreation area in the back of the property. Commissioner Cavagnaro questioned if it was possible to have a crosswalk from parking area to the outdoor lawn space and another from Main Street to the start of the sidewalks on the property. Mr. Alter responded that it is possible, however, they typically do not put crosswalks within a parking lot as speeds are typically slower.

Commissioner LeBlanc commented in support of the application. Commissioner LeBlanc confirmed the housing was for elderly, self-reliant individuals.

Commissioner Wagner commented on his support for the application. Commissioner Wagner commented one electric vehicle space should be van accessible. Rachel Meir commented that in the western parking lot to the north of the site, there is a proposed handicap accessible space that would be marked accessible only. Commissioner Wagner had some confusion on the proposed corridor and potential parking near this area. Ben Wheeler clarified that this corridor is just for access to the interior courtyard and all units would have access points to the parking area that would provide spaces nearby. Commissioner Wagner commented they should consider adding electric vehicle ready spaces in southeast corner of the site.

Commissioner Foley echoed support of the application. Commissioner Foley clarified that each unit would get its own AC units. Peter DeMallie responded that they would and these units would be fenced on the side with landscaping to provide a buffer.

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Commissioner Bonzani questioned if each individual unit would have a numbered spot for parking. Peter DeMallie responded that the clients had not addressed this at this time. Mr. DeMallie added that they did double the amount of handicap parking spaces available from what the regulations require.

Commissioner Dexter questioned if these units are considered Affordable Housing. Environmental Planner Jeff Folger responded that he was unsure. Chairman Pacekonis clarified that the application is for elderly housing without any Affordable Housing units, the narrative cites affordable units, however, the reason these are considered affordable is due to the smaller sizing.

Commissioner Bernstein echoed support. Commissioner Bernstein confirmed that units were for rent and not for sale and that the units would be considered independent living and not assisted living. Commissioner Bernstein questioned if there were restrictions on children living in the units. Atty Alter responded that no children were allowed to live in the development.

Chairman Pacekonis questioned if there were any amenities. Atty Alter responded there were not any proposed amenities for active recreation. Chairman Pacekonis questioned the amount of type-A ADA compliant units would be available. Sean Donadio responded 4 of the units would be type-A with additional units being considered type-B. Chairman Pacekonis clarified with Mr. Donadio between type-A and type-B. Mr. Donadio explained that type B does not have full clearances for ADA, for example, bathrooms would not be considered ADA compliant. Chairman Pacekonis confirmed that 4 units would be type-A ADA compliant upon completion of the development.

Commissioner Wagner motioned to close the public hearing. Commissioner LeBlanc seconded the motion. The motion passed unanimously.

**REGULAR MEETING/ COUNCIL CHAMBERS**

**CALL TO ORDER** Chairman Pacekonis called the Regular Meeting to order at 9:35pm. Commissioner Wagner motioned to extend meeting to 10:10 pm. Commissioner Dexter seconded motion. The motion passed unanimously.

**PUBLIC PARTICIPATION: None**

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

1. **Appl. 21-21P, Town of South Windsor Pleasant Valley Elementary School** – request for a special exception to Table 3.1.1.A and site plan of development for a new 102,150 sf elementary school, on property located at 591, 623 and 647 Ellington Road, RR zone

Chairman Pacekonis questioned if there were any additional reports for the school. Environmental Planner Jeff Folger responded that Director of Planning Michele Lipe spoke with two attorneys about the approval conditions, noting the largest item discussed was item #26.

Commissioner Bonzani motioned to approve application with 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.

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4. An as-built plan is required prior to issuance of a Certificate of Occupancy per Section 9.1.3 of the Zoning Regulations.
5. All plans used in the field by the developer must bear the stamp and authorized signature of the Town of South Windsor.
6. This approval does not constitute approval of the sanitary sewer, which can only be granted by the Water Pollution Control Authority.
7. The building street number must be included on the final plan.
8. Pavement markings must be maintained in good condition throughout the site drives and parking areas.
9. All free-standing signs and/or building signs require the issuance of a sign permit before they are erected.
10. If an Office of State Traffic Administration certificate is required, no building permits will be issued until the certificate has been issued (per CGS §14-311).
11. In accordance with Section 6.4.9, the Commission has granted a modification to the required 409 parking spaces based on the uses presented. The approved reduction allows 181 spaces to be built within the parking areas, 71 temporary spaces available on the southern end of the bus loop and 56 spaces available curbside within the site (totaling 308 spaces). The modification to the required number of parking spaces is based on the operational parking needs of the facility presented, and the availability of temporary parking for special events.
12. Access into the temporary parking area south westerly of the bus turnaround area shall be clearly identified on the plans. This parking area shall be constructed with reinforced turf to be able to withstand the temporary parking.
13. In the event the church parking lot to the east is utilized for special events, a sidewalk connection shall be added to the plans.
14. Trees to be preserved around the site shall be protected in the field prior to construction activities.
15. Perimeter site lighting shall be controlled by light sensors and will be turned off by time clock at 11:30 PM. The same lights will turn on at 4 AM and remain on until turned off by photocell.
16. The four (4) EV Level 2 parking spaces and the six (6) EV Capable spaces to be wired shall clearly be identified on the plans.
17. In order to provide safe crossings in the vicinity of the school, the BOE will work with the local traffic authority, town engineer, State of Connecticut (OSTA) and school transportation planners to evaluate and recommend the safest locations for crosswalks across both Ellington Road and Long Hill Road. The Commission requests that a rapid beacon flashing system be considered for the school entrance and Parkview.
18. The BOE shall ask the South Windsor Traffic Authority to review and evaluate the length of the "School Zone" along Long Hill Road (particularly its southern limit) and post the speed limit accordingly.
19. Irrigation shall be installed in the interior courtyard.

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20. The guardrail at the entrance drive meet shall meet the standards of the CTDOT “Merritt Parkway” type guardrail.
21. The lower recreational area shall be graded at a pitch no greater than 1 ½ % to facilitate proper drainage.
22. The Commission recommends that the two sidewalk linkages – concrete sidewalk along the east/west connector driveway and the asphalt walk from the southern existing path to the school- be in included as bid alternates.
23. A deed combining all the properties into one lot shall be submitted. The property address shall be 591 Ellington Road.
24. Land Surveyor seal is required to certify the site plan. All proposed and existing iron pins shall be identified on the site plan and easement chart provided.
25. Engineering comments dated 7/13/21 must be addressed to the satisfaction of the Town Engineer.
26. After establishing a Guaranteed Maximum Price, the Board of Education will continue discussions with the TOSW and consider adding new recreational fields in the southern portion of the school site as shown on the concept plan if such addition is within the school construction budget and receives all required local and state approvals.

Commissioner Dexter seconded the motion. Commissioner Wagner would like item 16 to include 1 van accessible EV charging station. Commissioner Bonzani accepted this friendly amendment and Commissioner Dexter seconded the motion. The motion passed unanimously.

2. **Appl. 21-29P, Davis Resubdivision** - request for a Minor Subdivision and a Special Exception to Section 3.2.2 of the zoning regulations and site plan approval for one interior lot and one additional frontage lot, on property located at 591 Pleasant Valley Road, A-20 zone.

Commissioner Wagner made a motion to approve application with the following conditions.

1. This approval is for 2 new lots (totaling 3), numbered 1-3.
2. Concrete sidewalks, built to Town specifications, shall be installed along the frontage of the property on Pleasant Valley Road.
3. Drainage and construction for this subdivision is subject to the approval of the Town Engineer.
4. All lots shall be serviced by the Town of South Windsor sanitary sewer system and are subject to the approval of the Water Pollution Control Authority.
5. Water shall be supplied to this subdivision by public water.
6. Any trees within the Town ROW to be removed must be posted by the Town tree warden prior to removal.
7. 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.
8. 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

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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.

9. 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.
10. 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.
11. 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.
12. A drainage assessment fee in the amount of \$ 100.00 shall be submitted to this Commission.
13. 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.
14. The Town Engineer's review comments dated 7/1/21 must be incorporated in the final plans.
15. The new street addresses will be: Lot 1- #581, Lot 2-# 597 and Lot 3- #603 and should be shown on the final plans.
16. The front yard setback for Lot #3 shall be established at a minimum of 30 feet behind lots #1 and # 2 and 20 feet behind properties at 609 and 617 Pleasant Valley Road.
17. The approved locations of the house, garage and driveway are an integral part of this special exception and require the installation of proposed lain order to preserve existing trees. If modifications are proposed subsequent to this approval, the structures will not be allowed to encroach any closer to the north property boundary without Commission approval.

Commissioner LeBlanc seconded the motion.

Chairman Pacekonis commented on clarification on item 17 wording. Town Engineer Jeffrey Doolittle commented he would have this clarified with Director of Planning Michele Lipe before sending letter.

The motion passed unanimously.

3. **CGS Referral 8-24** for the 2-year lease of a one-acre space on property located at 157 Burgess Road. See attached correspondence.

Town Engineer Jeffrey Doolittle reviewed the proposal to lease out roughly one acre of land at the Town Garage. Mr. Doolittle explained the land is on the north and south side of Burgess Road and the primary

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purpose would be screening of leaf mulch and compost. Additionally, the Town would be compensated for lease.

Commissioner Wagner motioned to make favorable recommendation. Commissioner Powell seconded the motion. Motion passed unanimously.

**BONDS:**

**Landscaping Bond**

Appl 08-49P, Burnham Brook Stables in the amount of \$500 to be reduced by \$500 to leave a balance of -0-

Commissioner Foley made a motion to reduce the above-mentioned bond. Commissioner LeBlanc seconded the motion. The motion passed unanimously.

Appl 20-05P, Real Estate Advisors in the amount of \$2,000 to be reduced by \$2,000 to leave a balance of zero.

Commissioner Foley made a motion to reduce the above-mentioned bond. Commissioner Bonzani seconded the motion. The motion passed unanimously.

**IWA/CC Bond**

Appl 19 -48P, The Learning Experience in the amount of \$5,000 to be reduced by \$5,000 to leave a balance of zero.

Commissioner Foley made a motion to reduce the above-mentioned bond. Commissioner Dexter seconded the motion. The motion passed unanimously.

Appl 16-15P, Distinctive Tree-(Patria Rd) E &S Bond in the amount of \$2,000 reduced by \$2,000 with a balance of zero. Stormwater Bond for \$5,000 reducing by \$5,000 with a balance of zero.

Commissioner Foley made a motion to reduce both above-mentioned bonds Chairman Dexter seconded the motion. The motion passed unanimously.

**MINUTES:** 5/25/21, 6/8/21, 6/22/21, 7/13/21 - Adopted by consensus.

**OLD BUSINESS:** *none*

**APPLICATIONS OFFICIALLY RECEIVED:** none

**ADJOURNMENT:** Meeting adjourned at 10:07pm.

Respectfully Submitted,

Caitlin O'Neil, Recording Secretary