

TOWN OF SOUTH WINDSOR
PLANNING & ZONING COMMISSION

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JULY 28, 2020

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

ALTERNATES PRESENT: Michael LeBlanc, Elizabeth McGuire

STAFF PRESENT: Michele Lipe, Director of Planning; Jeff Doolittle, Town Engineer; Drew Guild, Systems Administrator; Lauren Zarambo, Recording Secretary

PLEDGE OF ALLEGIANCE:

PUBLIC HEARING / Webex Conference ONLINE MEETING

Chairman Pacekonis called the meeting to order at 7:00 p.m. stating the meeting is being live-streamed through a Webex call on the Town website as well as local channels, and will be operating 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 confirmed with Secretary Commissioner Bonzani there were no letters or calls received. Director Lipe stated an email had been received to be read into the record for the Public Hearing item.

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 (**Continued from 7/14/20**)

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Mr. Benjamin Wheeler from Design Professionals, Inc. continued their presentation with revised plans addressing comments received from Town staff. Available for questions online were Geoffrey and Phoebe Sager representing Buckland East LLC, architect Eric Brown from PCA Inc. in Cambridge, MA, architect Charlie Nyberg from Schadler Selnau and Associates in Farmington, and Daniel Jameson from Design Professionals, Inc.

Mr. Wheeler stated the plan for the four-way intersection will be amended on the final plans to improve the circulation at the intersection without the need of a roundabout. The engineering comments yet to be addressed will be included in the final plans and accepted as conditions of approval. The applicant is open to the idea of rooftop solar and vehicle charging stations throughout the parking lots but need additional time to implement the idea.

Director of Planning Michele Lipe commented about revised plans regarding the sidewalk heading north in Phase II of the project and an access easement to the north that needs to be shown on the final plans. By recommendation from the ADRC an approval condition is requested for the retail buildings be reviewed by the Planning Department or PZC as the different architectural elements are fine-tuned prior to the issuance of building permits or tenant fit-outs.

Town Engineer Jeff Doolittle gave staff comments regarding outstanding comments:

- The plans do not show any pedestrian cross walks across Buckland Road at Cedar and Gateway Boulevard. Pedestrian crosswalks across Buckland Road with the appropriate signals need to be addressed.
- The crosswalks that are shown on the plans still need to have details worked out.
- It is suggested that one high point on Gateway Boulevard needs to be moved.
- The sewer plans need to be provided for the WPCA and application to the WPCA needs review and approval.
- Staff is still reviewing the traffic memo. There is another development proposed across Buckland Road and the Town has its own numbers for Buckland Road and needs to be sure all traffic numbers are consistent and in sync with what is being proposed for traffic and traffic improvements along Buckland Road.
- Regarding solar, the State of CT DEEP issued an electric vehicle road map in April and one recommendation relative to developments of this sort is that 10% of the parking spaces in new construction is pre-wired for Level 1 charging (10 volt) and to be ready for Level 2 charging (220 volt).

Chairman Pacekonis asked for comments from the public.

Michele Lipe read an email written in opposition from Vicky Margiott of 32 Sele Drive. (Exhibit A)

Mr. Drew Guild reminded the public how to connect with the meeting.

Chairman Pacekonis asked for comments from commissioners.

Commissioner Wagner noted the DEEP recommendation for electric vehicle charging at Level 1 and Level 2 and suggested installing underground wiring for Level 2 at the start of the project. Town Engineer Doolittle stated the recommendation is for 10% of the parking spaces to be outfitted with 120 volt Level 1 charging and pre-wired underground for Level 2 charging. Mr. Wheeler stated the applicant will do what is required in

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the building code and is open to looking at guidelines. Commissioner Wagner noted the time to lay down conduit is when the site is constructed prior to laying down asphalt to minimize cost.

Commissioner LeBlanc commented wiring for 10% of the parking for 220 volt is a lot and could require additional power feeds. Town Engineer Doolittle stated 120 volt power currently for Level 1 would not be hard to accomplish, but additional power for Level 2 may be required depending how parking is configured. Mr. Wheeler noted they will be working with the utility companies to insure power availability for either scenario.

Vice Chairman Foley confirmed with Mr. Wheeler that irrigation will be provided along Buckland Road and added to the final plans.

Commissioner Dexter confirmed with Director Lipe that the sidewalk heading north for Phase 2 is included in the approval conditions.

Commissioner Flagg discussed with Mr. Wheeler the queue for the left hand turn lane on Buckland Road that is almost 200 feet long and is the same length as constructed for the turn lane at the intersection in front of Chase Bank at Hemlock Avenue.

Commissioner Bonzani recommended providing a reasonable amount of vehicle charging stations since 10% of 486 parking spaces, or 612 if Chase and Aldi are included, is a lot of spaces. Chairman Pacekonis stated 10% of the parking is a guideline to follow in preparation for the future and will be addressed in the zoning regulations in the near future.

Chairman Pacekonis discussed with Director Lipe and Mr. Wheeler an approval condition for the north sidewalk if Phase 2 does not happen. Mr. Wheeler was in agreement as long as it is not required to be installed in Phase 1 and to insure the sidewalk along the frontage works with future plans. The Chairman referenced the email written with concerns from Sele Drive and asked how complaints from offensive odors could be handled. Director Lipe indicated complaints would go through the Health Department. Wetlands on site have been reviewed and the application approved by the IWA/CC. The Chairman voiced appreciation for the 200' length left turn lanes into the site from Buckland Road.

Commissioner Wagner clarified with Mr. Wheeler that retaining walls will be installed behind the medical office buildings and shown on final plans.

Chairman Pacekonis asked for any further comments, and receiving none, closed the public hearing at 7:35 p.m.

REGULAR MEETING

CALL TO ORDER: 7:36 p.m.

PUBLIC PARTICIPATION: None

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

1. **Appl. 20-31P, Sullivan Place LLC-** request for Mexicali Outdoor Dining permit to establish a permanent outdoor dining area on property located at 935 Sullivan Avenue, GC zone

Mr. Philip Tartisinis of Sullivan Place LLC of 855 Sullivan Avenue presented the request on behalf of Mexicali Restaurant to mitigate some of the impacts of Covid-19 and maintain the success of their business in South Windsor. They would like to expand the existing patio to the east side of their building which was originally designed for a drive-thru but was not actualized. There will be no increase in impervious coverage,

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or issues with access, or impeding of emergency services. The Fire Marshal has requested a barrier buffer on the traffic side of the patio. Mr. Tartsinis showed on a plan where heavy concrete planters will be installed.

Director of Planning Michele Lipe gave staff comments:

1. Request for approval for outdoor dining at Mexicali Restaurant at 935 Sullivan Avenue, GC zone. The applicant requests to expand their outdoor dining and to make site changes to have it as a permanent set up. This area accommodates 10 additional tables for a total of 40 more seats. The outdoor dining is currently operating under a temporary outdoor Dining Permit allowed as a result of the COVID situation.
2. The Commission may grant an approval for seasonal outdoor dining areas for restaurants, subject to the following conditions:
 - Outdoor dining area cannot be located on public property (Town sidewalk, right-of-way, etc.). Outdoor dining may be allowed on porches or decks, provided all of the other conditions are met.
 - Outdoor dining does not result in interference with, or hazards to, or visibility problems for, pedestrians on sidewalks or vehicular traffic.
 - Any non-vegetative shading devices shall be of a non-permanent type (umbrellas, retractable awnings, etc.) and shall be safely anchored.
 - Areas on which required parking exists cannot be used for outdoor dining.
 - If required, additional parking must be provided to accommodate additional patrons.
 - Adequate trash receptacles must be provided, and the restaurant is responsible for cleanup of all trash generated from the outdoor dining (including the restaurant site and surrounding areas).
 - Tables must be located in such a manner as to maintain access to the building for emergency services.
 - Low level exterior audio systems for mood music are permitted in outdoor dining areas only if volumes are kept low and are not offensive to persons on abutting properties. In areas with abutting residential uses, the applicant shall periodically monitor noise volumes along all common property lines with said residential uses, and report said volumes to the Town Planner at least once every summer, or as the Town Planner otherwise directs. Volumes shall not exceed those allowed in the Town of South Windsor's noise ordinance.
 - In addition to required parking for indoor seating, outdoor dining requires one parking space for every four seats.
 - All tables, chairs, trash receptacles, etc., shall be removed at the end of each outdoor dining season.
 - Outdoor dining area cannot exceed 16 tables/48 seats unless there are waitpersons to serve patrons. Where all food service is conducted by waitpersons, outdoor dining area cannot exceed 50% of the floor area of the indoor dining area; and cannot exceed 50% of the number of tables/seats within the indoor dining area.
 - Any signage placed on outdoor umbrellas, awnings or chairs shall be limited to the name of the establishment.

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3. The site parking will not be impacted by the addition of this dining area. The proposal is to install a concrete patio and black fencing around the area. The applicant should consider adding an additional barrier or planters in the paved area to alert patrons that area is no longer to be used as an exit.
4. The Fire Marshal, Health Department and Building official have reviewed the plans and have no concerns.
5. If this application is approved, Planning Department requests no additional approval modifications.

Town Engineer Jeff Doolittle had no additional comments.

Chairman Pacekonis asked for comments from commissioners.

Chairman Pacekonis discussed with Mr. Tartsinis moving the concrete planters to be in line with the dumpster.

Commissioner Wagner complemented the existing outdoor dining at Mexicali and now being able to see the dining area from the street, and asked about future plans, parking, and pedestrian access. Mr. Tartsinis indicated they will remove the pavement and replace with concrete to match what is there, and continue the fencing to create a permanent space. They are currently following all guidelines for the pandemic and when social distancing is done additional tables could be added. It was determined the amount of additional tables would not impact parking. Mr. Tartsinis noted there are 35 extra parking spaces on site and described sidewalks previously installed on Sullivan Avenue from Geisslers to Joe's Pizza (the former Red Onion) and within the site.

Commissioner Bonzani discussed with Mr. Tartsinis using parking cones instead of planters.

Commissioner Flagg suggested adding a third gate to the patio fencing for safety.

Commissioner Greer complemented Mexicali, the outdoor patio and voiced his support for the plan. Chairman Pacekonis agreed.

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

1. The outdoor dining does not interfere with or create hazards for pedestrians and vehicular traffic.
2. Adequate trash disposal must be provided.
3. Low level exterior audio systems for mood music are permitted.
4. All tables, chairs, trash receptacles must be removed at the end of each outdoor season.
5. Pavement markings must be maintained in good condition throughout the site drives and parking areas.
6. All free standing signs and/or building signs (temporary or permanent) require the issuance of a sign permit before they are erected.
7. A building permit is required for the concrete patio.

Commissioner Flagg seconded the motion.

The motion carried and the vote was unanimous.

2. **Appl. 20-34P, Royal House Chapel Connecticut Mission** - request for renewal of a 2 year temporary and conditional permit (Section 2.13.a) to allow a church use, on property located at 52A Connecticut Avenue, I zone

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Applicant Reverend Justice Ofori had indicated he would call in but the call was not received.

Director of Planning Lipe gave staff comments:

1. Request for a renewal of a two-year temporary and conditional permit that was granted for a church use on property located at 52A Connecticut Avenue, I zone. This property currently has two 20,000 sf buildings on site, and the applicant has occupied 5,000 sf of the southern building. This use was originally approved in 2010. The most recent approval expires 7/24/20.
2. The space includes a reception area, offices, bathrooms and a sanctuary with approximately 68 chairs.
3. The church conducts services on Friday evenings and Sunday mornings, with occasional services on Wednesdays and Thursdays. All services take place after the close of business hours. The applicant has shown 32 parking spaces available. Our regulations require one parking space for 3 seats or 22 spaces.
4. The Fire Marshal and Building Department previously worked with the applicant to ensure all fire and building codes were met for this assembly use.
5. 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." Renewals can be approved by the Commission at a regular meeting.

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

Town Engineer Doolittle had no comments.

Chairman Pacekonis asked for comments from commissioners who had no comments.

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

1. The Temporary and Condition permit will expire on July 28, 2022, and must be renewed prior to that time if the use is to continue.
2. All free standing signs and/or building signs (temporary or permanent) require the issuance of a sign permit before they are erected.

Commissioner Dexter seconded the motion

The motion carried and the vote was unanimous.

3. **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

Application heard out of order after Agenda Item #4.

4. **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

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Mr. Benjamin Wheeler of Design Professionals, Inc. introduced project engineer Daniel Jameson who presented the application with landscape designer Rachel Meier, and Mr. Alan Lamson of FLB Architecture and Planning who presented the architecture. Mr. Dan Peach, CEO of Twin Manufacturing was available for questions.

Mr. Jameson described the location and the 9,420 sf addition, site improvements and drainage. Ms. Meier described landscaping for the site including preserving a 10" maple tree at the front of the site per comments from Town staff. Lighting will include five building mounted lights and two pole mounted lights. All lighting is full-cut off and compliant with regulations.

Mr. Lamson described the 60' x 160' addition that will be used for manufacturing with 20% of the space for tenant use. There will be one overhead door and a personnel door on the east side and another overhead door in the tenant space area. Another addition to the building will be located on the east side and used for storage space. The exterior of the building is concrete masonry Omni block units painted to match the existing building for continuity. High clear story lighting will be used. The addition will be the same height as the existing addition on site.

Director of Planning Michele Lipe gave staff comments:

1. Request for site plan modification approval to construct an addition to the rear of the exiting building, 273 Chapel Road, I-291 zone.
2. The addition of approximately 9,420 sf will include 7,650 sf of manufacturing space and 1,770 sf tenant space.
3. Additional parking needs will be met by the restriping of the parking area along the westerly side of the property to accommodate 10 spaces as well as the expansion of the front parking area to add 26 spaces. Parking requirements for the identified uses is 87 spaces; 106 spaces are being provided. Interior landscaping has been provided per the regulations. We have asked the applicant to address the perimeter parking screening requirement by adding additional landscaping along the parking area closest to the road.
4. The site is completely surrounded by other I-291 or Industrial-zoned property. Maximum impervious coverage allowed is 65%, 64.75% proposed.
5. There is new lighting shown on the plan in the front parking areas as well as behind the building.
6. There are no regulated wetlands or disturbance on this site. IWA/CC permit was not required; however an Erosion and Sedimentation review was completed on 7/9/20 requiring bonds to be collected in the amount of \$5,000 to ensure proper placement and maintenance of erosion and sediment controls; and \$10,000 for installation of stormwater structure.
7. This project was not reviewed by the ADRC as there are no changes to the front façade of the building with the exception of additional parking.
8. The property is currently served by public water and sewer. WPCA approval is not required.
9. The Fire Marshal has reviewed the plan and has no concerns.
10. If this application is approved, the Planning Department requests no additional approval modifications.

Town Engineer Jeff Doolittle gave engineering comments:

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1. The new pavement on the south side of the building addition comes close to the existing bituminous pavement by the existing small building and helicopter pad in the southeast corner of the site. Would it be beneficial to connect this new pavement to the existing pavement for ease of access to the southeast corner of the site?
2. The flared end inlet in the water quality basin needs to be extended down lower to the toe of slope or the rip rap apron extended to the toe of the slope to prevent erosion.
3. There needs to be a stabilized emergency overflow spillway from the proposed water quality basin on the south side or west end of the basin. This can be rip rap or stabilized soil with a level spreader or similar device.

Chairman Pacekonis asked for comments from commissioners.

Commissioner Flagg discussed the rear of the property and detention basin with Mr. Jameson.

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 proper placement and maintenance of erosion and sediment controls and \$10,000 for installation of stormwater structures.
4. A landscape bond in the amount of \$3,000 is required and must be submitted prior to the certificate of occupancy.
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 8.1.11 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 State Traffic Commission 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.
13. Engineering comments dated 7/28/20 must be incorporated into the final plans.

Commissioner Greer seconded the motion.

The motion carried and the vote was unanimous.

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- 5. (3.) 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

Mr. Walter Kebalo presented the renewal request stating he has been on the property for 59 years in the big house built in 1892 and garage built in the 1920 that was once a horse barn with a dance floor on the second floor, and is now used as the office for Kebalo Electric. He is currently building and selling a single family house on the building lot to the north. The houses will be buffered from each other by the garage and the new house built with no windows on their side to provide privacy to both parties. Mr. Kebalo stated his house and garage measure over 9,000 sf and the office is the best use for his property, and asked the Commission to consider a renewal for more than two years.

Director of Planning Lipe gave staff comments:

1. Request for a two year temporary and conditional permit for an electrical contracting business at 175 Wheeler Road, A-20 zone. Kebalo Electric has been operating the business from this location since about 1987. The commission originally approved a temporary and conditional permit for the Kebalo Electric office on 10/31/00, and the most recent approval expires on 7/26/20.
2. In previous permit renewal applications, the applicant has stated that there are three part time office workers and that there are no evening or weekend hours. The applicant has arranged for private refuse collection.
3. Vegetation exists along the northern lot line providing for screening for the potential owner of Lot 2.
4. The wording of the T&C permit regulation in 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 or permanently injured, and traffic and other hazards will not result from such use.’ PZC renewal approvals can be granted at a regular meeting..
5. If this application is approved, the Planning Department has no additional approval recommendations to request.

Town Engineer Doolittle had no engineering comments.

Vice Chairman Foley made a motion to approve with the following conditions:

1. The permit will expire on 7/28/22, and will have to be renewed at that time.
2. Refuse from the business cannot be disposed of with residential refuse. Adequate arrangements must be made for business refuse disposal.
3. The number of non-family member employees is limited to three (full- or part-time).
4. Commercial vehicle parking on the street is prohibited.

Commissioner Wagner seconded the motion.

The motion carried and the vote was unanimous.

- 6. 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

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Chairman Pacekonis rescued himself from the application as an abutting neighbor, and Vice Chairman Foley presided.

Mr. Daniel Jameson of Design Professionals Inc. presented the request with Executive Director of the Wood Memorial Library Carolyn Venne. Director Venne stated they are near completion and in the last 10% of the construction budget for the Native American Exhibit, as part of a grant from the Department of Economic and Community Development from the State. The site plan shows where clearing has occurred and where three wigwam structures have been built with garden, seating areas, and security gating installed. Most of the property is still wooded as planned. School visits were put on hold in the spring but they plan to do video recordings to provide a digital field trip experience. The established schedule of limited programming will be adhered to in the coming two years. Mr. Jameson noted minimal impact to the vegetation has occurred in the clearing done on site.

Director of Planning Lipe gave staff comments:

1. This is a 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. This use was originally approved in 2018. That approval expired on 7/10/20.
2. The applicant had provided a map showing the improvements to be made which include: creating outside "classroom" sites including a long house (wigwam), a smaller wigwam, and gardens all built with native materials.
3. The previous approval limited the program to 2-3 days per week, from 10:00 a.m. until 2:00 p.m., for a six week program in the fall and six weeks in the spring. Students would be dropped off in front of the Wood Library and it was estimated that the program would run between 3-4 hours. Arrangements were made to park the bus at the Bissell Post Office at 831 Main Street. At this time under COVID, the exhibition is not operating.
4. The Building Department and Fire Marshal were consulted at the time of construction.
5. The regulations state 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.
6. If this application is approved, the Planning Department requests that the address of 779 Main Street be added on the plans for this property.

Town Engineer Doolittle had no engineering comments.

Acting Chairman Foley asked for comments from commissioners.

Commissioner Wagner confirmed with Director Lipe that no complaints had been received about the exhibit.

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

1. The two-year temporary and Condition permit will expire on July 28, 2022 and will have to be renewed at that time if the use is to continue.
2. All free standing signs and/or building signs require the issuance of a sign permit before they are erected.

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3. The exhibition is being approved with limited hours as presented. The exhibit is allowed to be open for 2-3 days a week with operating hours from 10 a.m. - 2 p.m. for a six week period in the fall from late September through October and a six week period in the spring from mid-April through May.
4. The bus drop off shall be located on Main Street in front of the site. On-site parking is limited to handicap parking.

Commissioner Wagner seconded the motion.

Acting Chairman Foley appointed Alternate Commissioner McGuire to be seated for Chairman Pacekonis.

The motion carried and the vote was unanimous.

Chairman Pacekonis returned to the meeting and Commission McGuire was unseated.

- 7. 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

Chairman Pacekonis asked Director Lipe to review approval conditions.

Commissioners discussed electric charging stations with Town staff.

Commissioner Wagner 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 \$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;
4. A landscape bond in the amount of \$15,000 is required and must be submitted prior to the certificate of occupancy.
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 8.1.11 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 State Traffic Commission 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.

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12. All free standing signs and/or building signs require the issuance of a sign permit before they are erected.
13. Engineering comments dated 7/28/20 must be incorporated into the final plans.
14. Architectural elevations for the retail buildings must be reviewed by Planning Department staff for conformance to the approved site plan prior to issuance of a building permit for each building.
15. In accordance with access management regulations, an access easement shall be provided for the property to the north.
16. An irrigation system shall be incorporated into the landscape of the project from the retail portion of the project to Buckland Road.
17. Provision for Level One electric vehicle charging for 10% of the parking spaces shall be included in the final plan.
18. Sidewalks along Buckland Road shall include the Phase II section of the property with an allowance that that section of the sidewalk may be built within 5 years of this approval.

Commissioner Flagg seconded the motion

The motion carried and the vote was unanimous.

8. Discussion regarding potential zoning regulation updates:

Director Lipe Michele referenced a memo and background information provided to the Commission.

a. Animal Agriculture – chicken and bees

Commissioner Wagner noted the letter read into the record at the July 14th meeting about bee keeping practices and it was agreed regulations will be drafted for compliance and best practices to create a permitting process without fees for the Commission to consider.

b. Charging Station Requirements in multi-family developments/commercial parking areas

Commissioners discussed the need for charging stations as electric vehicle technology develops, and how to include charging station requirements in the regulations.

c. Affordable Unit Requirements in residential housing

Chairman Pacekonis suggested adding a 15% affordable component to the regulations. Commissioners discussed percentages, the need for affordable housing, and the Town's current application for Certificate of Affordable Housing Completion.

d. Sidewalk/Multi-use Paths

Chairman Pacekonis stated our regulations need to be clearer about a sidewalk plan and Commissioner Wagner noted the update SWW&WW is doing to their master plan to correspond to the Town POCD. Commissioners discussed how to proceed with Director Lipe and Town Engineer Doolittle.

e. Solar for residential and commercial properties

To be discussed.

f. Outside Dining Requirements

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Director Lipe stated there is presently no expiration for outdoor dining and considered how to make it easier for establishments to make outdoor dining permanent without jeopardizing parking and handicap access.

BONDS: Callings/Reductions/Settings

MINUTES: 7/14/20

Director Lipe clarified the wording of the Costco text amendment to read "...within Evergreen Walk in the Buckland Road Gateway Development Zone..." Commissioner Wagner concurred and stated that was his intention when he made the motion. The Commission agreed and minutes were accepted with the change by consensus.

OLD BUSINESS: *see page 3*

Director Lipe reported the application for Kilkenny Heights II will begin on August 18 and be held open for a few meetings in September to give the public adequate time to comment.

APPLICATIONS OFFICIALLY RECEIVED:

Appl. 20-41P, One Buckland Center LLC - request for a site plan modification to allow the addition of a left-turn lane through the existing median on Buckland Road to access property at 1 Buckland Road, RC zone

OTHER BUSINESS:

CORRESPONDENCE / REPORTS:

ADJOURNMENT:

Motion to adjourn the Regular Meeting at 9:30 p.m. was made by Commissioner Flagg;
Seconded by Vice Chairman Foley. The motion carried and the vote was unanimous.

Respectfully Submitted,

Lauren L. Zarambo,
Recording Secretary