

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

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**MEMBERS PRESENT:** Bart Pacekonis, Stephen Wagner, Michael LeBlanc, Stephanie Dexter

**ALTERNATES PRESENT:** Alan Cavagnaro

**STAFF PRESENT:** Michele Lipe, Director of Planning; Jeffrey Doolittle, Town Engineer; Michael Lehmann and Scott Roberts; IT Support; Caitlin O’Neil, Recording Secretary

**PLEDGE OF ALLEGIANCE**

Commissioner Dexter read the legal notice posted in the Journal Inquirer.

Chairman Pacekonis appointed Alternate Commissioner Cavagnaro for Commissioner Bonzani.

**CALL TO ORDER:**

**PUBLIC HEARING/ COUNCIL CHAMBERS- 7:00 P.M**

1. **POSTPONED- Appl. 21-40P South Windsor Stone and Landscape Supply LLC**– request to the expand the special exception granted to Article 4, Table 4.1.1A for a landscape material sales and storage business to include a topsoil screening operation, located at 287 Strong Road to include a portion of the property at 275 Strong Road, and site plan modification for the combined properties, I zone (continued form 9/28/21)

The applicant sent a letter asking to reschedule the public hearing due to a conflict.

2. **Appl. 21-36P, 25 Talbot Lane Site Plan**- request by UW Vintage Lane II, LLC for site plan approval for a 359,640 sq ft distribution facility on 30.37 acres of property, on property located at 5, 25 Talbot Lane, 475 and 551 Governor’s Highway, I zone

Peter DeMallie from Design Professionals Inc. presented the application for 25 Talbot Lane. Mr. DeMallie reviewed the proposed industrial building. In addition to Mr. DeMallie, George Fellner of Fellner Architects, Ben Wheeler Director of Operations and Landscape Architect from Design Professionals, John Plante Traffic Engineer from Langan Engineering and Attorney Jim Connor were all present on behalf of the application. Mr. DeMallie reviewed the site and highlighted the abutters, commenting that there is industrially zoned land to the west and commercial to the north. To the northeast are residential homes, to the east is Cody Circle and Temple Beth Hillel. Mr. DeMallie commented that the northwest corner of the site features town open space and Carla’s Pasta current manufacturing business. Mr. DeMallie reviewed the Town Plan of Conservation and Development citing that this piece of land has been zoned as industrial land for many years. Mr. DeMallie shows that all four parcels of land that make up the site are zoned as industrial land as well, however, residential land does abut these parcels. Mr. DeMallie commented that there are other parcels of industrial land in South Windsor that abuts residential land, using Strong Road, Ident Road as examples. Mr. DeMallie commented that the proposal does meet the zoning criteria and offers 50 ft. of buffer zone for all residential facing sides of the property.

Mr. DeMallie highlighted the original proposed plan for the parcel showing a 364,000 square foot building and the 54 loading docks facing the north east and north west corners of the site with the southeast corner featuring parking spaces for employees. Mr. DeMallie commented that in this original site plan, all trucks would enter the site from Talbot Lane and not directly off Governor’s Highway. Mr. DeMallie commented that there would not be an outdoor industrial yard. Mr. DeMallie commented on the distance of the building to the property line: on the Governor’s Highway side it is approximately 100 ft.; Talbot Lane was 340 ft.;

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Edgewood was 215 ft., and Cody Circle was 425 ft. Mr. DeMallie commented that in the original plan, the loading docks were initially designed towards the north eastern and western portion of the site to respect the surrounding neighborhood. Mr. DeMallie commented that their proposed buffer exceeded the 50 ft. minimum and featured 50 ft. of existing tree to stay intact, in addition to the 40 ft. that would be planted with Evergreen trees, plus a 6 ft. tall wooded berm. Mr. DeMallie highlighted the proposed water basins and reviewed the wetland mitigation plan.

Mr. DeMallie reviewed second proposed plan. Mr. DeMallie explained that Director of Planning Michele Lipe pointed out that the original site plan would require waiver for loading docks on the east side of the building and therefore the applicant agreed to place all trucks and loading docks to the NW corner of the site. Mr. DeMallie commented that they would be submitting an updated engineering plan soon to review. Mr. DeMallie commented on the parking for the site, all truck parking would be on the easterly side of the building with necessary handicap parking spaces. Mr. DeMallie added that there would be 10 active electric vehicle-charging stations and 24 reserve electric vehicle-charging stations. Mr. DeMallie commented that there would be 54 loading docks on west side of the development and all tractor-trailer trucks would enter via Talbot Lane.

Mr. DeMallie reviewed the planted earthen berm surrounding the wetland area. Mr. DeMallie commented that they reconfigured the water quality basin but added that it would remain a similar size as the originally proposed plan. Mr. DeMallie highlighted the various building to property lines distance, from Edgewood the closest home is 320 ft., Governor's Highway's closest home is 240 ft., and the closest home from Cody Circle is 473 ft. Mr. DeMallie commented that impervious coverage had been decreased with this updated plan.

Mr. DeMallie reviewed the Municipal Fiscal Impact Analysis. Mr. DeMallie commented that the four parcels of land currently generate \$16,000 in taxes. Mr. DeMallie explained that with this plan the real property taxes would be approximately \$700,000 a year. Mr. DeMallie added that the report shows the net to the Town for taxes would be approximately \$500,000 and explained that this would be the cost of taxes, \$700,000, minus the cost in Municipal services to support the development, approximately \$208,000. Mr. DeMallie explained the breakdown of additional one-time developments fees would be collected by the Town- Planning & Zoning fees of \$11,000, Building permit and Fire Marshal fees of \$417,000 and sewer fees of over \$200,000. Mr. DeMallie commented on the job creation due to the project, approximately 400 jobs would be generated by the facility, not including the work that would come from building the site.

Mr. DeMallie commented that all aspects of the project are allowable in the industrial zone with the only exception being requested is a waiver for the 35 ft. light poles in the truck area. Mr. DeMallie added that this exception has been granted in the past for other large industrial distribution centers. Mr. DeMallie summarized that besides the waiver for the light poles, this application does not need any special exceptions, special permit, or variances.

Ben Wheeler, Landscape Architect with Design Professionals, reviewed the site plan in more depth. Mr. Wheeler commented on the existing drainage patterns on site, which is split between the east and west. Mr. Wheeler explained the site drainage to the west would drain towards a stilling basin and will utilize existing drainage patterns. The eastern portion of the site would use a traditional catch basin and storm pipe structure that would collect run off from northeast parking lot and direct it to water quality basins. Mr. Wheeler highlighted the details of the water mitigation plan, commenting that the water quality basin would be approximately 2 acres. Mr. Wheeler added that the water quality basin would be planted with a wildlife seed

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mix to help provide habitat and vegetation for wildlife and would cover approximately 1 acre of land. Mr. Wheeler commented that all water quality treatment measures would meet the 2004 Connecticut Storm Water Treatment Manual. Mr. Wheeler commented that all water quality treatment practices on the site would be sized for the 2-year storm water quality volume, per the suggestion of Town Engineer Jeffrey Doolittle.

Mr. Wheeler commented that they have an extensive erosion and sedimentation control plan for the site that follows the 2002 Connecticut Guidelines for Soil, Erosion and Sedimentation Control. Mr. Wheeler reviewed the erosion and sedimentation control measures that would be used on the site. Mr. Wheeler commented that additional dust control would be used per the request of the IWA/CC. Mr. Wheeler commented that the applicant will continue to work on any additional wetland area control and improvements with the IWA/CC.

Mr. Wheeler detailed the proposed buffer and berm, which would feature a double row of evergreen trees. Additionally, the wetland area would be seeded with a New England wildlife seed mix which will help support pollinator habitats. Mr. Wheeler detailed the buffer which would provide screening from nearby residences. Mr. Wheeler commented that they are exceeding the buffer requirements for Zoning Regulations by providing a 90 ft. buffer- 50-foot buffer is required.

Mr. Wheeler commented on the proposed berm along Governor's Highway, which would be planted with a mix of evergreen, deciduous and ornamental trees with a lawn area underneath. Mr. Wheeler explained that there would be two breaks in the berm along Governor's Highway. These breaks are to accommodate a protected species of special concern that DEEP has requested to remain. Mr. Wheeler commented on the proposed landscape plan, which would feature a row of shade trees along Talbot Lane and a series of deciduous and shade trees near truck parking and also along the employee parking on the easterly side. Mr. Wheeler commented that two ground mounted signs are being proposed, one for the truck entrance and the other for employee/car entrance. Mr. Wheeler commented that they do not have a tenant at this time, however, the future tenant will work with the Planning Department for any additional signage.

Mr. Wheeler commented on the lighting plan for the site, which would feature full cut off lights fixtures and LED lighting. All light levels would meet zoning requirements and there would be a light level of zero at 50 ft. buffer line. Mr. Wheeler commented that they are requesting a waiver to allow 35 ft. light poles in the area of the truck parking and loading docks are located, on the north westerly side of the site.

Peter DeMallie commented that their Inland Wetland Agency and Conservation Commission application is still pending and the Economic Development Commission endorsed the plan.

Jon Plante from Langan Engineering reviewed the Executive Summary for the traffic study. Mr. Plante commented that they would be submitting a revised Traffic Study to reflect updated site plan – in particular the Governor's Highway access. Mr. Plante reviewed access points for the site and commented on truck and passenger vehicle movement, which have been separated completely for safety reasons. Mr. Plante commented that all truck activity would be on the western side of the building with the updated plan. He commented that all truck traffic would be moving towards Route 5, therefore, truck traffic should not move easterly on Governor's Highway towards Ellington Road. Mr. Plante commented that they are proposing to add signage on corner of Talbot Lane and Governor's Highway that states left turn only for trucks. Mr. Plante reviewed truck study, which was performed in June of 2021 and they also included data pre-COVID. Mr. Plante reviewed how they formulated trip generation to and from the site. Mr. Plante commented that they anticipate 138 trips into the site and 138 trips out of the site in the morning peak hour, which includes

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both trucks and employees. Mr. Plante commented on the evening peak hour trip generation, which would be 172 trips into the site and 81 trips out of the site. Mr. Plante commented on widening the driveway to handle appropriate truck turning movements. Mr. Plante concluded that the existing infrastructure and proposed driveways accommodate the proposed use.

George Fellner of Fellner Architects reviewed the floor plan for the site. Mr. Fellner presented pictures of building exterior of the surrounding industrial and commercial buildings including Carla's Pasta and Temple Beth Hillel. Mr. Fellner commented their intention is for the design of the building to be harmonious with the surrounding buildings. Mr. Fellner reviewed the building elevations and explained they plan to use a metal panel wall system with a series of windows to break up the space and provide interior lighting. Mr. Fellner reviewed the materials to be used, commenting that the goal is to use complimentary cool beige earth tones colors.

Peter DeMallie commented that this concluded the formal presentation. Mr. DeMallie reiterated that the updated plan moves all loading docks and truck parking even further from the abutting residential neighborhoods.

Director of Planning Michele Lipe read the Planning Report.

1. Request for site plan approval for a 359,640 sq. ft. distribution facility (including approximately 12,000 sf of office space) on 30.37 acres of property, on property located at 5 and 25 Talbot Lane, 475 and 551 Governor's Highway, I zone
2. The intended use is offices and warehouse space for a distribution facility. There is no known tenant at this time and there is no outdoor storage proposed with this application. The applicant has provided a fiscal impact analysis addressing the potential benefits of this type of project to the town.
3. Maximum impervious coverage allowed is 65%; 57.4% proposed. Proposed building will be 40 feet in height. Front yard setback for the building is about 97 feet, 35 feet required. Rear yard setback minimum is 40 feet; 240 feet is proposed. The parking requirement for this building is 333 spaces; 333 spaces have been provided. The proposal also includes 10 EV Charging stations (including 2 handicap spaces) and 24 EV ready spaces.
4. There are 54 loading docks shown servicing this facility and 111 trailer spaces. These loading docks and spaces are located on the westerly side of the building. The regulations prohibit loading docks from facing the public highway and activities must be screened from the roadway. These docks do not face Governor's Highway and the applicant is proposing a six-foot berm with plantings along the site's frontage to screen the activities.
5. There are two access drives servicing the site. The primary access off of Talbot Lane will be a full service drive for the trucks and the Governor's Highway access will be for employees. There is a driveway around the building. Gates are shown separating the truck traffic from other traffic on site.
6. A traffic study has been submitted and reviewed by the staff. The findings indicate that the road network can accommodate the anticipated increase in traffic and that there are no improvements necessary at this time. The Police Department has requested that a sign be added directly across from the gated entrance stating "Trucks are required to turn left". We would request that the study be updated to reflect the changes to the traffic flow and use of entrances/exits.

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7. Office of State Traffic Administration approval is required; and OSTA has full jurisdiction over traffic signals and road improvements on State roads. The final plans submitted shall reflect any requirements of the State's approval.

8. This property is adjacent to industrially zoned property to the west and northwest and residentially zoned property to the east, southeast and northeast. A 50-foot buffer is required along the residential zone line. The applicant's proposal is to leave the first 50 feet untouched and then construct a 6-foot-high berm with buffer plantings in the next 50 feet along the southerly and easterly side of the property. Cross-sections of the buffer have been provided.

9. All proposed lighting are full cutoff fixtures. The lighting includes wall paks as well as 25' poles in the employee parking areas. Similar to the other distribution facilities recently approved, the applicant has requested a waiver to have the light poles in the truck area 35-foot-high in the loading dock area. The Commission can grant this waiver after finding that:

- traffic or other hazards will not be created; general property values will be conserved;
- no adverse effects on existing uses in the area; general welfare of the community will be served; no adverse environmental impacts will be created;
- topography of the land makes the property suitable for higher poles.

10. The applicant has provided a colored elevation. They intend to have both a free standing and building signage. Landscaping has been included along the site's frontage and throughout the parking areas meeting our interior parking landscaping requirements. The applicant is proposing a black vinyl fence along the property boundary on the westerly side of the site.

11. There are no sidewalk or pathways shown on the plans and the current sidewalk plan does not call for any sidewalk along this stretch of Governor's Highway. Can it be graded so that in the future a pathway or sidewalk could be installed?

12. Architectural and Design Review Committee reviewed this project on September 1 and will be reviewing additional elevations and materials at a future meeting.

13. The site is served by public water and sewer. Water Pollution Control Authority approval is required.

14. The Fire Marshal's office will be reviewing the revised layout (just received) and I will forward any comments at the meeting on 10/12; the police will also review the revised layout.

15. There are areas of regulated wetlands on the site. IWA/CC has held two public hearings with the third scheduled for Wednesday, October 20. Staff will report back to the Commission with their decision once it has been acted upon.

If this application is approved, the planning department has no additional modifications at this time, but will be reviewing the revised plans once submitted.

Town Engineer Jeffrey Doolittle read Engineering Report.

I have reviewed the above Site Plan received in July and have the following comments

1. Label the missing/broken curb on Talbot Lane along the frontage of this piece. Show the TF and Inv elevations of the two catch basins and manhole at the intersection of Talbot Lane and Governors Highway. Also show the fire hydrant that is on Governors Highway by the northeast corner of this

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property, and the concrete barrier curb along Governors Highway in front of this property. Show the invert and TF elevations of the existing drainage structures on the east side of the property and the first connecting structure by the back of 20 Baker Lane and 75 Cody Circle.

2. Replace the bituminous curb along Talbot Lane in front of this property where it is missing or damaged.
3. The Town Public Works Department wants to keep the concrete barrier curb that is along Governors Highway in front of this parcel. This can be moved to the Town Garage at 157 Burgess road upon coordination with Public Works staff.
4. The plans show 64 reserve parking spaces in the truck trailer parking areas. Will these areas really be available for car parking if needed or is this a conflict?
5. The EV installed and ready spaces need to be for Level 2 charging per the PZC regulations.
6. The S-curve entrance to the car parking spaces on the west side of the building has a short sharp curve off the main driveway. The radius at the beginning of this car drive should be the same as the radius at the other end (35 and 60 feet)
7. Where is the main entrance into the building?
8. There is an existing low spot on Governors Highway near the northeast corner of this property where there is no catch basin or drainage pipe. The water flows off the road onto the grass and woods on and near this property there. The Town requests a formal right to drain onto this property at the northeast corner and an established drainage swale from the road to the low point in that area of this property near where there are wetlands located. The swale can be stabilized with grass or stone and the Town will maintain it once it is established.
9. The plans do not show any water going to or from the existing drainage structures on the east side of the property by the back of 20 Baker Lane and 75 Cody Circle. What will be done with these drainage structures and pipes?
10. I have some concerns with the storm drainage system give the site is so flat.
  - How were the underground stormwater chambers sized? Water will back up into these during most storm events and they do not provide much storage or stormwater treatment. These should be sized to hold and their outlet raised above at least the 2 year storm elevation 71.78.
  - The Stormwater Report indicates the water level in the large detention basin will be elevation 72.52 during a 10 year storm. This will result in water backing up in many storm drain pipes on site during most storms and possibly lead to siltation, clogging, freezing and other problems with the storm drain system such that it does not function as designed for the 10 year storm. All the storm drain pipe outlets into the detention basin (except for those from the underground infiltration system) should be raised above the projected 10 year storm elevation and other pipes in the storm drain system raised accordingly.
  - The inlet to the detention basin from the western parking areas and side of the building is very close to the outlet which may lead to water short circuiting the basin and not being retained

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for as long as needed. This inlet needs to be moved further away from the outlet and a stone check dam installed between this inlet and the outlet to the 2 yr elevation 71.78.

- The proposed stone check dam at elevation 70.5 can be eliminated
11. Provide the average daily and peak sanitary sewer flows expected from this building
  12. Provide a monitoring manhole on the sanitary sewer lateral in the lawn area on the south side of Governors Highway with an easement to the Town for access for monitoring and inspection purposes.
  13. The HDPE flared end detail (and concrete flared end details) need to include anchoring the flared end to a concrete or compacted stone cutoff wall that goes down about 3.5 feet so the flared end is securely pinned in place and does not get undermined.
  14. WPCA review and approval is needed for this project.

I have not reviewed the revised plans or drainage report yet. Please let me know if there are any questions.

Chairman Pacekonis commented that public comment could be made.

Commissioner Dexter read letter into the record from Robert Dickinson of 400 Seabury Dr. in Bloomfield. (Exhibit A).

Richard Delhaie of 95 Cody Circle, Lee Lovering of 20 Elizabeth Street, Peter Andrews of 80 Cody Circle and Wei Zhang of 125 Cody Circle all spoke against the application. The highlighted concerns were the traffic, specifically tractor trailers traveling on Governor's Highway, noise issues and wildlife.

Chairman Pacekonis asked for Commissioner questions and comments.

Commissioner Cavagnaro commented on the Traffic Study and questioned if there would be a significant impact of sound for the neighborhood. Peter DeMallie commented that there is a noise ordinance for the Town for industrial zones near homes, however, truck traffic is exempt from this ordinance

Commissioner Cavagnaro questioned if the handrails would exist around all stairs. Ben Wheeler commented that all stairs would have handrails and ramps would no longer be needed in the updated plan because the parking area now leads to the proper elevation.

Commissioner Cavagnaro questioned the hours for lighting. Ben Wheeler responded that the lights would remain on throughout the entire day/night for security purposes.

Commissioner Wagner commented that storm sewers in the residential area are designed for 10-year storm but thinks this may not be sufficient given the current weather conditions and patterns. Ben Wheeler commented that the piping is designed for 10-year storm per the design of the town existing sewers. Town Engineer Jeffrey Doolittle commented that the storms this past summer would be considered more than a 10-year storm and the town is looking to use updated rainfall data to continue to keep track. Mr. Wheeler commented that Design Professionals does pull the most up-to-date rain fall data when designing a project.

Commissioner Wagner commented on electric vehicle ready stations, wanted to be confirm there would be enough ADA accessible to be considered. Commissioner Wagner questioned if solar had been considered for the site. Ben Wheeler responded that solar would be tenant driven.

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Commissioner Wagner questioned if there is a wildlife corridor in that area. Mr. Wheeler responded that there is a 90 ft corridor around the site that would be considered a wildlife corridor and this would connect to the Town's open space in the southwest corner of the site.

Commissioner Wagner questioned handicap access into the building. Mr. Wheeler responded that there is no longer a need for a ramp due to change of location of building's main entrance. Commissioner Wagner questioned if there is handicap access for potential truck driver.

Commissioner Dexter commented on traffic study and questioned if there was a fee for overnight hours for truck movement. Jon Plante commented that they prepared this study on land use and not specific to a tenant, however, ITE projects on average 75% of the trucks would access this site between 7am-7pm. Commissioner Dexter commented on truck idling. Mr. Plante commented that the State of Connecticut has idling requirements.

Commissioner Dexter commented on Home Depot and Chapel Road intersection with the train. Town Engineer Jeffrey Doolittle commented that this intersection was improved a few years ago. Mr. Plante commented that Traffic Study had been submitted to OSTA. Mr. Plante added that their analysis shows optimization of the signal could improve traffic but up this is ultimately up to the DOT for signal timing. Commissioner Dexter commented that she would like to see the applicant at the next public hearing have a plan with potential bituminous path along Governor's Highway and Talbot Lane.

Commissioner LeBlanc commented that he felt the applicant did a good job with berm, however, his biggest concern is sound. Commissioner LeBlanc commented that he expects the fencing to be better quality than a chain link fence.

Chairman Pacekonis commented that he would like get a better idea of the process going forward, would this be a spec building that would then be marketed or would the applicant wait to build until tenant is chosen.

Chairman Pacekonis questioned the Governor's Highway and Route 5 intersection signal timing, specifically how long the light stays green on Governor's Highway.

Chairman Pacekonis commented that there is water from roughly 10 acres of land that is being dumped into two 36 inch pipes, would like to know where does this water go. Chairman Pacekonis wanted to confirm that that an issue is not being created.

Chairman Pacekonis commented that the renderings looked like residential buffer had been cut.

Chairman Pacekonis commented that he spent approximately 2 hours walking around the proposed site along Governor's Highway and saw multiple tractor trailer from R&L driving east towards Ellington Road when they should be strictly traveling west towards Route 5. Chairman Pacekonis commented that there are currently two smaller signs that read no tractor trailers heading towards Ellington, however, thinks there should be larger signs, perhaps 3 ft. x 5 ft. to clearly indicate that truck traffic is not allowed east on Governor's Highway. Chairman Pacekonis commented that the proposed left turn only signage should be done on site in the trucking area or the start of Talbot Lane, not across the street and should be maintained by the tenant. Commissioner Pacekonis commented that there should be additional police enforcement for this area and would like someone from Police Traffic Commission to address this issue as well.

Chairman Pacekonis questioned if there would be crossbars to clear the snow on the tractor trailers.

Commissioner Wagner motioned to continue public hearing to next meeting date.

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Commissioner Cavagnaro seconded the motion. The motion passed unanimously.

**REGULAR MEETING/COUNCIL CHAMBERS:** Start approximately 9:00PM

**CALL TO ORDER** Chairman Pacekonis called the Regular Meeting to order at

**PUBLIC PARTICIPATION:**

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

1. **Appl. 21-39P, Kilkenney Heights II-** request from Mannarino Builders Inc. for reapproval of the Special Exception to Section 7.14 and Site Plan approval for an Open Space Subdivision of 21.5+ acres, to create a total of 12 new lots, on property located at R024 and 420 Abbe Road, and 248 Maskel Road, A-30 and RR zones (previously approved October 30, 2020)

Commissioner Dexter moved to approved the application with the following conditions

1. This approval is for 11 new lots, numbered 1-11 and reconfiguration of lot 12.
2. Concrete sidewalks, built to Town specifications, shall be installed on both sides of Maskel Road parallel to Abbe Road and along the southerly side of Maskel Road perpendicular to Abbe Road terminating at Abbe Road. The Town Parks and Recreation Division agrees to maintain the new sidewalk along the property at 416 Abbe Road during the winter until such time as the owner sells the property and will file an agreement to that affect.
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 CT Water.
6. This application is subject to the condition of approval of the Inland Wetlands Agency/Conservation Commission including bonds in the amounts of \$20,000 for compliance with erosion and sediment control measures; a bond in the amount of \$25,000 for the installation of the storm water structures; and a bond in the amount of \$5,000 for plantings within the basin to be held for three years
7. A landscaping bond in the amount of \$10,000 shall be posted prior to the issuance of the last Certificate of occupancy.
8. Street lighting shall be installed on streets, at intersections, and on cul-de-sacs in accordance with the policy established by the Chief of Police. Street lighting is to be coordinated with the Chief of Police.
9. 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.
10. 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.

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11. 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.
12. Prior to commencement of any site work, a preconstruction meeting must be held with Town Staff.
13. All plans used in the field by the developer must bear the stamp and authorized signature of the Town of South Windsor.
14. 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.
15. 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.
16. 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.
17. 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.
18. A drainage assessment fee in the amount of \$ 550.00 shall be submitted to this Commission.
19. 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.
20. Arborvitae plantings are to be planted in front of the property at 427 Abbe Road, at a location agreed upon between the property owner and developer, to minimize automobile light trespass.
21. All conservation easements and open space properties shall be marked in the field with open space and conservation easement metal property markers provided by the Town, to the satisfaction of the Environmental Planner.
22. In accordance with Section C.1.g of the subdivision regulations, a waiver of 25 feet has been granted to allow an open space access of 25 feet.
23. Dust control measures shall be implemented on the site and watering of the site shall be done on a regular basis.

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24. The existing stone wall adjacent to 249 Maskel Road shall remain and protected as a part of the conservation easement on Lot 1.
25. The existing tree line along the northern property boundary shall be protected in the field. Efforts shall be made to preserve as many trees as possible. Any trees to be removed in that area shall be flagged by the developer and subject to the review and approval of town staff.
26. Once the access from Abbe Road is established, to the extent feasible, all construction traffic shall use that as the primary entrance to the development.
27. The developer shall post wayfinding signage directing the public to the Town owned open space and posting private property, where appropriate, to indicate the end of the public access for recreational use.

Commissioner Wagner seconded the motion. Commissioner Wagner questioned if the applicant should be providing signage for public access easement. Mr. Doolittle commented that item 27 covered that. The motion passed unanimously.

2. **POSTPONED- Appl. 21-40P South Windsor Stone and Landscape Supply LLC**– request to the expand the special exception granted to Article 4, Table 4.1.1A for a landscape material sales and storage business to include a topsoil screening operation, located at 287 Strong Road to include a portion of the property at 275 Strong Road, and site plan modification for the combined properties, I zone
3. **Appl 21-21P, TOSW Pleasant Valley Elementary School** –change order request to approved landscaping plan

Ben Wheeler from Design Professionals reviewed change order for Pleasant Valley Elementary School (Exhibit B). Mr. Wheeler explained that the elementary school goes through a vigorous budget process. The constructions estimates had been completed and school was coming in largely over budget, likely due to rise in material cost. Mr. Wheeler commented that the project has a strict timeline and must go out to bid in certain timeframe and within a certain budget deemed appropriate by the State. Mr. Wheeler commented that they are adamant that certain areas of the landscape plan not be touched, for example, the wetland mitigation area and the tree line along residential area.

Dave Dixon, Landscape Architect, commented that there were originally 291 trees proposed and approved by Commission. They are now proposing 193 trees for the landscape plan.

Chairman Pacekonis commented that he could not find the tree type green giant arborvitaes on the plan. Mr. Wheeler responded that they are located around the cafeteria and loading area. Chairman Pacekonis questioned which trees would be removed for maintenance purposes. Dave Dixon responded that the trees at the pick up and drop off area. Chairman Pacekonis commented that all trees are removed by the main entrance and asked if flowering shrubs could be added by the entrance. Mr. Dixon agreed to add 2-3 ft. tall flowering shrubs at the front entrance. Chairman Pacekonis commented on concerns of views coming up Ellington Road passing the ballfield and having no vegetation.

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Commissioner LeBlanc commented on cost of constructions impact on the project. Commissioner LeBlanc commented that construction costs are a rollercoaster and perhaps the construction costs may go back down by the time this project begins. Jim Barrett commented that the project had gone through a rigorous review and had been heavily critiqued. Additionally, the project must go out to bid in November and the agreed prices would be locked in then.

Commissioner Wagner motioned to extend the meeting until 10pm. Commissioner Cavagnaro seconded the motion. The motion passed unanimously.

Jim Barrett further explained that the bids are finalized, then go out to bid and can only be changed with approval from the State. Commissioner LeBlanc commented that should the price change and become lower for any reason then he would expect the original plan to be met. Chairman Pacekonis commented that Commissioner LeBlanc is referring to an add alternate. Mr. Barrett agreed to the original landscape plan as an add alternate.

Commissioner Wagner commented that the yellow trees, which are being removed for security reasons, should not be touched. Commissioner Wagner questioned the cost savings associated with the change. Mr. Barrett commented approximately \$100,000 with removal of the almost 100 trees.

Chairman Pacekonis reiterated that he would want to see three flowering shrub in front of the school and four flowering shrub in the parent pick up and drop of parking lot to replace the removed trees. Chairman Pacekonis reiterated that he does not like the idea of no trees near ball field. Ben Wheeler suggested moving three trees near the entrance down to this area. Chairman Pacekonis agreed.

Commissioner Wagner motioned to approve proposed landscape plan with the applicant expected to distribute trees to provide more balance, specifically moving three trees down to the ball field and to replace trees removed by main entrance and replaced with flowering shrubs. Additionally, the original landscape plan shall be an add alternate minus the trees with potential security issues. Commissioner Cavagnaro seconded the motion. The motion passed unanimously.

4. Discussion regarding potential moratoriums (cannabis retail and residential housing) and Zoning Regulations updates (accessory apartments)

Town Engineer Jeffrey Doolittle commented that Director of Planning Michele Lipe suggested a special meeting to be held for these moratoriums, specifically, for cannabis on November 16, 2021 for a public hearing and discussion.

Commissioner Wagner commented on clarification for necessity for the housing moratoriums. The Commission agreed for a special meeting on Tuesday, November 16, 2021 for the cannabis moratorium.

**BONDS:**

**Bond Setting**

Engineering recommends a bond in the amount of \$28,400 for public improvements associated with Appl 21-29P, Davis Resubdivision

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Commissioner LeBlanc motioned to approve the bond setting. Commissioner Dexter seconded. Motion approved unanimously.

Planning Department recommends a bond in the amount of \$10,000 for erosion and sedimentation measures associated with Appl 21-47P, Revolutions outside multi-purpose fields at 195 Governor's Highway.

Commissioner LeBlanc motioned to approve the bond setting. Commissioner Cavagnaro seconded. Motion approved unanimously.

Planning Department recommends a bond in the amount of \$25,000 for replacement of street trees for Appl 17-04P, Estates at South Windsor.

Commissioner LeBlanc motioned to approve the bond setting. Commissioner Wagner seconded. Motion approved unanimously.

**Subdivision Bond**

Appl. 17-04P Estates at South Windsor Phase 1 Subdivision Bond in the amount of \$198,000 reducing by \$34,000 with a balance of \$164,000.

Appl. 17-04P Estates at South Windsor Phase 2 Subdivision Bond in the amount of \$110,000 reducing by \$18,000 with a balance of \$92,000.

Commissioner Wagner motioned to approve the reduction of the bonds. Commissioner Cavagnaro seconded. Motion approved unanimously.

Appl. 20-56P UW Vintage Hills II Subdivision Bond in the amount of \$228,515 reducing by \$135,215 with a balance of \$93,300.

Commissioner Wagner motioned to approve the reduction of the bond. Commissioner LeBlanc seconded. Motion approved unanimously.

**E&S Bond**

Appl. 19-42P NuWay Tobacco Solar Farm Bond in the amount of \$5,000 reducing by \$5,000 with a balance of zero.

Appl. 19-45P NuWay Tobacco Company Bond in the amount of \$2,000 reducing by \$2,000 with a balance of zero.

Appl. 18-44P 359 Ellington Road E&S Bond in the amount of \$25,000 reducing by \$25,000 with a balance of zero.

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Appl. 18-44P 359 Ellington Road Stormwater Bond in the amount of \$50,000 reducing by \$50,000 with a balance of zero.

Commissioner Cavagnaro motioned to approve the reduction of the above bonds. Commissioner LeBlanc seconded. Motion approved unanimously.

**MINUTES:** 9/14/21; Chairman Pacekonis commented on minor changes and approved the minutes by consensus.

**OLD BUSINESS:**

**APPLICATIONS OFFICIALLY RECEIVED:**

1. **Appl. 21-43P, Charter Realty on behalf of Evergreen Walk LLC-** request for a site plan modification for the re-development/construction of 12,819 sf educational building, at 528 Evergreen Way, Buckland Gateway Development Zone.
2. **Appl. 21-44P, Charter Realty on behalf of Evergreen Walk LLC-** request for a site plan for the construction of a proposed 3,200 sf restaurant with outdoor seating, at 601 Evergreen Way, Buckland Gateway Development Zone.

**OTHER BUSINESS:**

**CORRESPONDENCE / REPORTS:**

**ADJOURNMENT:**

Commissioner Cavagnaro motioned to adjourn.

Commissioner Wagner seconded the motion.

The motion passed unanimously.

Meeting adjourned at 9:58 PM.

Respectfully Submitted,

Caitlin O'Neil, Recording Secretary