

TOWN OF SOUTH WINDSOR
PLANNING & ZONING COMMISSION

MINUTES

-1-

NOVEMBER 29, 2022

MEMBERS PRESENT: Robert Vetere, Kevin Foley, Stephanie Dexter, Alan Cavagnaro, Bart Pacekonis

ALTERNATES PRESENT: Atif Quraishi, Paul Bernstein, Carolyn Carey

STAFF PRESENT: Michele Lipe, Director of Planning; Michael Lehmann, IT Support; Caitlin O'Neil, Recording Secretary; Marek Kozikowski, Council Liaison

PLEDGE OF ALLEGIANCE

Commissioner Dexter read the legal notice into the record.

Chairman Pacekonis appointed Alternate Commissioner Carey for Commissioner LeBlanc and Alternate Commissioner Bernstein for Commissioner Wagner.

CALL TO ORDER

PUBLIC HEARING/7:00 PM:

- 1. Appl. 22-40P Fancy Rides LLC Special Exception-** request for special exception to 4.1.1A for the sales of up to four (4) news/used cars, on property located at 1429 John Fitch Boulevard, I zone.

Maher Awkal spoke on behalf of the application and Jad Terro was present as well. Mr. Awkal reviewed the proposed application, they were looking to maintain a similar use of the property of wholesale vehicles were looking to add retail sale of strictly four cars.

Chairman Pacekonis asked for town staff comments.

Director of Planning Michele Lipe read the Planning Report.

1. Request for Special Exception to Table 4.1.1A for retail sales of used cars in conjunction with a current wholesale used car sales approval at 1429 John Fitch Boulevard, I zone.
2. The applicant's narrative indicates that only four (4) cars will be displayed for retail sales. The site currently has approval to display 48 cars for wholesale. The applicant will reduce the number of wholesale cars to 44 to ensure compliance with the total number of cars stored outside.
3. The site plan shows the area of the building that will be used as well as the parking area dedicated to these units.
4. Special exception criteria for used car dealerships in industrial zones includes:
 - The proposal is consistent with the goals and objectives of the Plan of Conservation and Development.
 - The application has met the requirements of the zoning regulations.
 - The land is physically suited to the proposed use.
 - Minimal, if any, adverse environmental impacts are created.
 - No traffic or other hazards will be created.
 - The impacts on the capacity of the present and proposed utilities, street, drainage systems, sidewalks, and other elements of the infrastructure will be minimal.
 - There will be minimal or no adverse effects on existing uses in the area.
 - Surrounding property values will be conserved.
 - The character of the neighborhood will be maintained or minimally disrupted.

TOWN OF SOUTH WINDSOR
PLANNING & ZONING COMMISSION

MINUTES

-2-

NOVEMBER 29, 2022

- The general welfare of the community will be served.
- There is a balance between neighborhood acceptance and community needs.
- Historic factors are adequately protected; or due consideration to preservation of historic factors has been demonstrated.
- The overall physical appearance of the proposed development is compatible with surrounding development and the Commission's goals for the neighborhood/corridor.
- The architectural design is aesthetically pleasing and blends well into the surrounding area.

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

5. The site is served by public water and sewer. WPCA approval is not required.

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

Chairman Pacekonis asked for public comments. No public comment.

Chairman Pacekonis asked for Commissioner comments.

Commissioner Bernstein clarified that the site allows for 48 vehicles and the applicant is looking for a special exception to now allow four of those spaces be used for retail sales of cars. Commissioner Bernstein further clarified if there would be any changes to the site other than new traffic being generated from the retail sales. Mr. Awkal agreed that there would be no additional changes to the site except some additional traffic for retail sales. Mr. Awkal detailed what the wholesale cars side of the business entails.

Commissioner Cavagnaro questioned if the applicant had any projections for the number of cars entering and exiting the site per day. Mr. Awkal commented that he did not have any projections, this site would initially be used to accommodate more whole sale vehicles than retail vehicles.

Commissioner Vetere confirmed that there would not be a large increase of traffic with retail space. Mr. Awkal confirmed that this was correct.

Commissioner Foley asked Director of Planning Michele Lipe for some clarification on the application. Ms. Lipe briefly reviewed the history on this type of special exception and explained that the Commission chose to add a regulation a few years ago that limited the number of retail cars that could be sold on a site in the Industrial zone. She added that the Commission had received a large amount of pressure to turn certain industrial sites into used car lots and the Commission found this special exception use of four retail cars as a compromise. With that said, wholesale automotive businesses can now sell small amount of retail cars on site.

Commissioner Dexter commented that the Commission has experienced compliances issue with sites similar to this in the past and confirmed with the applicant that they would only have 48 cars on this site.

Chairman Pacekonis questioned where the four retail cars would be located on the site plan. Michele Lipe reviewed where these spots would be located. Ms. Lipe also reiterated that the retail sales use is required as a special exception and the wholesale of cars use it allowed in the Industrial zone. Chairman Pacekonis questioned how the retail sale of cars would be managed. Mr. Awkal explained that they purchase cars at auctions and then every car will go through the mechanic shop and the detail shop to make them retail ready. Mr. Awkal further explained that they cannot invest to make all 48 cars retail ready at once, which is why it is feasible for them to invest in four cars at a time, which they can have ready for immediate retail sales and

TOWN OF SOUTH WINDSOR
PLANNING & ZONING COMMISSION

MINUTES

-3-

NOVEMBER 29, 2022

as cars sell they can replace them with other cars that in the process of becoming retail ready. Chairman Pacekonis questioned how are cars moved from site to site. Mr. Awkal explained that they can use either a transporter like a van or tow truck or the cars can be driven individually to and from the site. He added that given the hill on the site, they will be unable to use a transporter.

Chairman Pacekonis questioned where people would be able to park on the site. Mr. Awkal responded that there are twelve parking spots in front of the building for retail customers and employees. Chairman Pacekonis questioned how these retail cars would be advertised. Mr. Awkal commented that they typically market via online websites like Car Guru and Facebook Marketplace. Chairman Pacekonis questioned how many cars the applicant is expecting to sell in a month. Mr. Awkal commented that the goal would be to sell one to two cars a week. Mr. Awkal added that they already have a well-established business in Massachusetts and they looking to expand into the Connecticut market.

Chairman Pacekonis closed the public hearing at 7:22pm.

REGULAR MEETING/COUNCIL CHAMBERS:

PUBLIC PARTICIPATION: None.

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

1. **Appl. 22-28P Climate Controlled Vertical Self Storage-** request for a 99,200 sf, 4-story building, on property located at 249 Ellington Road, I -291 CD zone.

Peter DeMallie of Design Professionals presented on behalf of the application. Mr. DeMallie reviewed the design team for the application. Mr. DeMallie commented that he would elaborate on this more in the presentation but the applicant would be looking for a parking waiver. Mr. DeMallie reviewed when he originally presented the self-storage concept to the Commission on July 26, 2022 in this area of Ellington Road. At this meeting the Commission passed a favorable recommendation for a project similar to the one presented. Mr. DeMallie then reviewed the site in more detail, reviewing an aerial of the site. It would be located across from the Amazon warehouse and on the same side of the street as the Coca Cola warehouse. Mr. DeMallie commented that the site is located in the I-291 Corridor Development zone, which he explained is an economically driven zone that is responsive to market trends. Mr. DeMallie commented that these types of facilities generate a low amount of traffic and are typically used by homeowners that are looking to store various household items in a climate controlled setting. Mr. DeMallie added that these facilities are a thriving business and the cost of the building is approximately \$7 million dollars.

Mr. DeMallie reviewed the site layout in further detail. The facility would be a four-story building and approximately 100,000 square feet with one access driveway with two access points to the building. There would also be a driveway that would circulate around the entire building. Mr. DeMallie commented that there would occasionally be box trucks that enter the facility for loading or unloading, however, tractor trailer trucks would rarely enter the site. With that said, the driveway that circulates around the facility has been designed to accommodate a tractor trailer in the event one does enter the site.

Mr. DeMallie explained that a large majority of people entering the site will be driving in to load or unload items and will typically use the parking directly next to the building for a brief period of time. There is a twelve-space parking lot proposed in front of building. The facility would be able to be accessed from 6 am to 11 pm seven days a week. A staff member will be on site Monday through Friday from 9:30 am to 5 pm and Saturdays from 9:30 am to 2 pm. Mr. DeMallie commented that approximately 75% of the units are leased online versus in person.

TOWN OF SOUTH WINDSOR
PLANNING & ZONING COMMISSION

MINUTES

-4-

NOVEMBER 29, 2022

Mr. DeMallie commented that the building architect, John Scheib, would review this in more detail but explained that the building height is approximately 44 feet from the roof line and the parapet walls would be slightly higher than this. The impervious coverage for this site would be 39%. Mr. DeMallie reviewed the parking for the site, the regulations require 29 spaces for this type of site, however, the site plan currently shows 12 parking spaces. Mr. DeMallie explained that they feel that they do not need additional spaces for this type of facility, which is why they are asking for parking waiver. Mr. DeMallie commented on what amount of the building would be seen from I-291. The top of the building is approximately 30 feet higher than I-291. Mr. DeMallie reviewed the elevation, which shows existing trees between the site and I-291.

Mr. DeMallie reiterated the parking waiver request. Mr. DeMallie commented again that there would be a 12-space parking lot on the west side of the building and two spaces will be striped in front of entrance doors for loading and unloading, this would allow for four more parking spaces totally 16 parking spaces for the site. The regulations require 29 parking spaces, however, the applicant feels that this would be unnecessary given what he has experienced in other facilities he owns. Mr. DeMallie commented that they could show reserve parking on the site plan if required. Mr. DeMallie commented that there would not be any dumpsters on the site as they have a cleaning vendor that would haul away any trash. There would be a small rolling trash can that can be placed curbside.

Mr. DeMallie commented that there would be an irrigation system on the site. The lawn and landscape areas in front of the building will have an irrigation system. Mr. DeMallie responded to the comment from town staff regarding lighting in the rear, if the Commission feels lighting is needed in this area of the site, then lighting can be added to the building. Mr. DeMallie briefly reviewed truck turning movements on the site, however, they are not expecting any tractor trailers on the site.

Mr. DeMallie reviewed the lighting and landscaping for the site. Mr. DeMallie commented that there would be a four-foot-high earthen berm around the front of the site. The landscaped area in the front of the facility would include balsam firs, crab apple trees, birch trees and pin oak trees. Within the parking lot area there would be four little leaf lindens. Additionally, there would be a wide variety of ornamental shrubs along front of the building as well. Mr. DeMallie commented that there would be a meadow seed mix around the detention basin. Mr. DeMallie highlighted that there also be a fountain in the detention basin as well. Mr. DeMallie briefly reviewed the lighting plan for the site. All lighting fixtures would be 25 foot, full cut off, LED fixtures, no illumination to properties to the north. The lighting was reviewed with the Architectural Design Review Committee who forwarded a favorable recommendation.

Suzanne Choate of Design Professionals reviewed the engineering aspects of the site. Ms. Choate explained that there are two design points for the stormwater, the drainage swale along Ellington Road and drainage ditch along edge of I-291. The review of online mapping indicates that all water flow from the site would ultimately drain to the Podunk River. Ms. Choate reviewed the water quality basin in more detail and explained that this basin would assist with any peak flow of water from the site. Furthermore, the stormwater design for this site would meet the guidelines set forth in the 2004 Stormwater Quality Manual. Ms. Choate also reviewed the erosion and sedimentation control measures. The proposed measures would meet with the 2002 Connecticut Erosion and Sedimentation Control Guidelines and there would be 3 acres of total disturbance. Temporary control measures include silt fence along disturbance, diversion swales, hay bales at outlets and inlets, and temporary sediment trap. Permanent control measures include rip rap aprons and pre-formed scorer pads at outlets and inlets. Ms. Choate commented that the sanitary sewers would be handled with pump chambers and the pump would require a generator, which they would add to the site plan. Additionally, there is an existing hydrant on Ellington Road that would need to be relocated for driveway location. Ms. Choate reviewed commented received from the Town Engineer and added that these items

TOWN OF SOUTH WINDSOR
PLANNING & ZONING COMMISSION

MINUTES

-5-

NOVEMBER 29, 2022

would be addressed. Ms. Choate commented that the stormwater drainage was designed to handle a two, ten, twenty-five, fifty and one hundred year storm.

Gina DePasquale, Traffic Engineer with Fuss and O'Neill, reviewed the traffic impact study. Ms. DePasquale commented that they conducted a site distance analysis and the criteria was met for the Connecticut Department of Transportation Highway Design Manual. The ingress and egress from the site has been proven adequate in both directions as well. Ms. DePasquale reviewed the crash data analysts for this section of Ellington Road, the results showed an average of one crash per year over a three year review period. Furthermore, there were no crash patterns shown within reviewed area. Ms. DePasquale commented that for the trip generation report they utilized the Institute of Transportation Engineer Trip Generation Manual. They used the land use code of mini warehouse when preparing the report. The proposed site would generate five vehicles entering the site and four vehicles exiting the site during the morning peak hour. During the evening peak hours there would be seven vehicles entering and eight vehicles exiting the site. Ms. DePasquale noted that Ellington Road is considered a state road and therefore would be maintained by the State of Connecticut. Additionally, the overall plan for the proposed site would be reviewed by the Office of Traffic Administration. In response to town staff concerns with the parking on the site, the engineering firm reviewed the Institute of Transportation Engineers Parking Generation Manual. The manual indicated that the facility would require a demand for ten parking spaces during the week and nine spaces on Saturdays for average peak parking demand, therefore, the proposed parking plan would be adequate.

John Scheib, Architect with Northeast Collaborative Architects, reviewed the site design and renderings in more detail. Mr. Scheib highlighted the rendering that showed the first-floor flooring plan and highlighted where the self-storage units would be located and the size range for the units. The corners of the building would have staircases and elevators and each loading area would feature sliding glass doors. Mr. Scheib commented that the exterior of the building would feature metal panel with three different types of paneling. There would be main showcase features located at the three visible corners of the building. These showcase elements would be glass enclosures that show a storage unit and would be illuminated at night., Additionally, each showcase corner would have a raised roof for signage to be displayed. Mr. Scheib commented that there would be a metal screening element above main roof line on the southern side of the building, he added that this would be screen any potential rooftop equipment. Mr. Scheib then reviewed 3D representation of the site in more detail and reviewed site renderings from I-291. Mr. Scheib explained that the side of the building that faces I-291 will be primarily screened by trees during the spring and summer months and during the winter and fall months the showcase elements and sign for the building would be visible. Mr. Scheib reviewed the profiles for the metal panels in more detail, he provided samples of the material for the Commission to review. The metal panels would be in two colors, gray and green. Mr. Scheib commented that the Architecture Design Review Committee requested examples of other self-storage buildings and Mr. Scheib highlighted some examples of these facilities.

Chairman Pacekonis asked for town staff comments.

Director of Planning Michele Lipe read the Planning Report.

1. This is a request for Site Plan of Development approval for a 99,200 sf, 4-story building, on property located at 249 Ellington Road, I-291 Corridor Zone.
2. The PZC may recall that the applicant submitted a request to the Commission in July 2022 for determination of use for this commercial project in the I-291 Corridor development zone. The intended use is climate control space with a small office on the first floor. The building would accommodate approximately 700 units.

TOWN OF SOUTH WINDSOR
PLANNING & ZONING COMMISSION

MINUTES

-6-

NOVEMBER 29, 2022

3. Lot size is about 3.5 acres. Front yard setback for the building is about 120 feet, 50 feet required. The building will be approximately 200 feet from I-291. Proposed buildings are allowed up to 60 feet; this building is proposed to be 44 feet high. Proposed impervious coverage is 39%; 65% allowed.
4. The loading dock areas for this building are located on the westerly and southerly side of the building facing the I-291 side.
5. The parking requirement for this building is 29 spaces, 12 parking; spaces are being provided. The applicant has requested a waiver to not build the other spaces. Staff have suggested that the additional spaces be shown as a part of a reserve parking plan so that if the building use were to change there is some opportunity to add additional parking in the future.
6. All proposed lighting has full cutoff fixtures and the pole height 25' poles as well as wall packs on the buildings. Staff has questioned if there is adequate lighting in the rear of the site as no lighting is being proposed.
7. Landscaping treatments shown along the Ellington Road frontage include a five-foot-high landscaped berm with evergreen, shade and flowering trees on the eastern side to help break up the building and a water quality basin with native seed mixture on the western side of the frontage. The current sidewalk plan does not call for any sidewalk along this stretch of Ellington Road.
8. The applicant has provided a colored elevation of the building along with some perspectives from different angles along Ellington Road and I-291. Architectural and Design Review Committee reviewed this project with only two members present. The committee looked favorably upon the project, however did request the applicant to add to the elevation either signage on the building or some additional element to help break up the building facade.
9. There is no outdoor storage proposed with this project. They intend to have both a free standing and building signage, however specific signage has not been proposed.
10. The site is served by public water and sewer. Water Pollution Control Authority approval is required.
11. The Fire Marshal's office has reviewed the plans and has no concerns with the proposal as presented. I have contacted the Fire Chief as well for comments.
12. Office of State Traffic Administration approval is required; and OSTA has full jurisdiction over traffic signals and road improvements on State roads. We would require any final plans submitted reflect any requirements of the State's approval.
13. This property is subject to the access management regulations. There is one access drive from Ellington Road. A traffic impact study has been submitted.
14. There are no regulated wetlands on the site. IWA/CC approved this application November 2 with standard approval conditions and the following bonding requirements: A bond shall be collected in the amount of \$25,000 placement and maintenance of erosion and sediment controls, and \$25,000 for installation of storm water systems.

If this application is approved, the planning department has no additional modifications to request.

Town Engineer Jeff Doolittle was not present, however, Michele Lipe summarized his engineering comments. Ms. Lipe commented that Mr. Doolittle did make some previous comments that have been incorporated into the new revised plans. Ms. Lipe added that Mr. Doolittle had three additional comments

TOWN OF SOUTH WINDSOR
PLANNING & ZONING COMMISSION

MINUTES

-7-

NOVEMBER 29, 2022

that he wanted to cover. The first item was a question around the 36-inch plastic DMH pipe. Mr. Doolittle pointed out that this is not up to town standards and would like to see specification on adequacy on the site plans. Ms. Lipe commented that they would also like some revisions made to the storm drainage system and the free board. Lastly, Mr. Doolittle requested a center stripe for parking spaces near the loading and unloading doors.

Chairman Pacekonis asked for Commissioner comments and questions.

Commissioner Quraishi questioned if there would be security cameras around the building. Peter DeMallie responded that there would be cameras around the site, both interior and exterior. Commissioner Quraishi questioned if the security cameras were the reason why the applicant was not proposing lighting on the back side of the building. Mr. DeMallie responded that this is essentially the reason, the property would be monitored 24/7 and can only be accessed by a key by people who own units. Commissioner Quraishi commented on the site being able to accommodate tractor trailers and commented on concerns of truck queuing on the site while they wait to be unloaded at nearby warehouses. Mr. DeMallie responded that the security cameras would be constantly monitored and should they see tractor trailers queuing on site they would ask them to leave the site.

Commissioner Carey questioned if there are any gates on the site. Peter DeMallie responded that there are no proposed gates.

Commissioner Dexter questioned owner and applicant, Scott Spindler, about the range in unit sizes. She asked if each tenant would have a contract. Scott Spindler responded that they would. Commissioner Dexter questioned the average length of a contract. Mr. Spindler responded that a contract typically lasts a year and a half or longer. He added that this is why they are hesitant to show additional parking, the parking spots would be used short term for people unloading and loading their cars. He also commented that they have seen a surge in these types of rentals since COVID. Mr. Spindler reviewed the process for renting a unit online. Commissioner Dexter questioned if there was electricity or public WiFi within units. Mr. Spindler responded no. Mr. Spindler confirmed that there would be two public lavatories in the building.

Commissioner Dexter commented that she agreed with Michele Lipe's point of view on parking, she feels that all parking should be shown at least in reserve areas. Additionally, Commissioner Dexter commented that there should be wall pack lighting on the back of the facility. Mr. Spindler agreed to add wall packs to the rear of the building.

Commissioner Foley commented that on the southeastern side of the loading area there is a walk way and there should be some lighting near this area. Scott Spindler commented that there is now an updated plan that removed this walkway as people will now exit this stairwell through the building and out the sliding glass doors, however, he will still agree to a wall pack in this area. Commissioner Foley commented on landscaping and how he did appreciate the irrigation system. However, the sizing on some of the plant material such as the river birch, does not feel this is high enough. Peter DeMallie agreed to upgrade these trees. Commissioner Foley requested at least 12-foot-tall trees with 3-inch caliper.

Commissioner Vetere questioned if there were two homes located north of the property. Mr. DeMallie responded that there are two older, non-conforming houses to the north. Commissioner Vetere questioned if these properties are occupied or if the applicant heard a response from either home. Michele Lipe commented that the owners of these properties understand that they are located in a commercial zone.

Commissioner Cavagnaro questioned if the projections would be the same for traffic on the weekends. Gina DePasquale responded that they did not conduct a weekend trip generation in the report.

TOWN OF SOUTH WINDSOR
PLANNING & ZONING COMMISSION

MINUTES

-8-

NOVEMBER 29, 2022

Commissioner Bernstein commented that it seemed the applicant has a good grasp on who their customers would be since they have built numerous facilities like this one. Peter DeMallie responded that this was correct, Scott Spindler has built fifteen other climate controlled self-storage facilities. Commissioner Bernstein confirmed that homeowners would make up the majority of the renters. Mr. DeMallie agreed and reviewed other types of clients for the site, typically small-scale commercial businesses that may need more storage. Commissioner Bernstein questioned if a car could be stored in one of these facilities. Mr. DeMallie commented that this facility could not accommodate vehicles as they do not offer garages. Commissioner Bernstein clarified that the footprint of this building would be 25,000 square feet and questioned if this footprint would be comparable to a smaller grocery store. Mr. DeMallie commented that this site would be similar to Aldi's in terms of footprint. Commissioner Bernstein reviewed the hours of operation and confirmed that the facility could not be accessed outside of the proposed hours. Mr. DeMallie confirmed this statement. Commissioner Bernstein confirmed that a fire engine would be able to access the site.

Chairman Pacekonis questioned how tall the rooftop units would be in comparison to the screening. John Scheib responded that on the plans they are showing a 7-foot screen wall and any unit would be approximately 7 feet tall or less. The site plan is accounting for the worst case scenario. Mr. Scheib added that all rooftop units would be pulled to south edge of the building. Chairman Pacekonis commented that should the units be visible from Ellington Road then they would need to be screened. Chairman Pacekonis also spoke in favor of wall packs on south side and added that he was not in favor of the parking waiver.

Michele Lipe clarified that there has been a change in the building code requirements for EV parking spaces and the applicant will need to meet those requirements. Peter DeMallie responded that they would conform to any building code requirement. Chairman Pacekonis questioned which engineering comments would need to be included in an approval condition. Ms. Lipe confirmed that both the November 17th and November 28th Engineering comments should be added to an approval condition.

Commissioner Dexter motioned to approve Appl. 22-38P 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 \$25,000 to ensure compliance with the erosion and sediment control measures and \$25,000 to ensure establishment of storm water system.
4. A landscape bond in the amount of \$10,000 is required and must be submitted prior to the issuance of a certificate of occupancy if work is not completed.
5. All bonds must be in one of the forms described in the enclosed Bond Policy.
6. An as-built plan is required prior to issuance of a Certificate of Occupancy per Section 9.1.3 of the Zoning Regulations.
7. All plans used in the field by the developer must bear the stamp and authorized signature of the Town of South Windsor.
8. This approval does not constitute approval of the sanitary sewer, which can only be granted by the Water Pollution Control Authority.
9. No building permits will be issued until the Office of State Traffic Administration certificate has been issued (per CGS §14-311).

TOWN OF SOUTH WINDSOR
PLANNING & ZONING COMMISSION

MINUTES

-9-

NOVEMBER 29, 2022

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. Reserve parking shall be shown. EV charger regulations met per Zoning and Building requirements.
14. Engineering comments dated 11/17/22 and 11/28/22 must be incorporated into the final plans.
15. Two wall packs are to be added on the easterly side of the building.
16. The height of the birch trees shall be increased to 12-14 feet at planting and the caliper of trees increased to 3 inches by diameter.

Commissioner Carey seconded the motion. The motion passed unanimously.

- 2. Appl. 22-42P TOWS Phillip R. Smith Portables-** request for a site plan modification for two (2) portable classrooms, totaling 2,353 sf, 949 Avery Street, RR zone.

Chuck Warrington of Colliers presented on behalf of the applicant and reviewed the proposed addition of two modular classrooms at Philip R. Smith Elementary School. Mr. Warrington reviewed the need for the portable classrooms and how they decided on the proposed location. Mr. Warrington commented that should the application be approved, the portable classrooms would be installed and ready for use by the 2023-2024 school year. Mr. Warrington added that these modular classrooms would be utilized as STEM and art classrooms. Should the Commission approve the application they would be going out to bid on these portable classrooms next week and would be looking for a nine-year lease on them.

Henry Thomas Landscape Architect with The LRC Group reviewed the location for the two portables, the drainage on the site and parking requirements. Mr. Thomas commented that the site is currently a concrete pad used as a basketball court. The portables would have two access points to the main building, would be able to enter and exit the building in an enclosed manner. Mr. Thomas commented that since this area is already paved they will not be adding any additional pavement to the site. The roof drainage would also be collected and rooted to an area drain that is already used for run off. Mr. Thomas commented that the increase of square footage would increase the number of parking spaces required. With that said, they would be asking for a parking waiver of the additional 10 spaces. Mr. Thomas reviewed the current parking for the site.

Utkarsh Patil with Russell and Dawson reviewed the architectural details of the modular classrooms. Mr. Patil explained that the building would consist of the two classrooms and the covered walkway that connect the portable to the existing school building. Mr. Patil explained that they plan on pouring a foundation on the proposed side and then the portable classrooms would be delivered to the site and would be placed on top of the foundation. Mr. Patil reviewed the elevations, they are trying to keep the overall exterior to look similar to the existing building material. Given the temporary nature of the portables, the exterior materials will be made of wood construction and they be working to match the existing buildings brick exterior with a faux brick material. Mr. Patil reviewed the two ingress and egress entrances for the modular building. Mr. Patil reiterated that the two classrooms would be used for art and STEM classes.

Chairman Pacekonis asked for town staff comments.

Director of Planning Michele Lipe read the Planning Report.

TOWN OF SOUTH WINDSOR
PLANNING & ZONING COMMISSION

MINUTES

-10-

NOVEMBER 29, 2022

1. Request for a site plan modification for two (2) portable classrooms, totaling 2,353 sf, 949 Avery Street, RR zone.
2. The two classrooms are being proposed on the westerly side of the building, directly behind the building, on an area that currently is paved. The classrooms will be connected to the existing portables through a new corridor and being added.
3. There are no other site changes with this application.
4. The additional square footage does increase the parking requirement by 10 spaces. The applicant is requesting a modification for the additional parking required.
5. It appears that zoning requirement appear to have been met.

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

Chairman Pacekonis asked for Commission questions and comments.

Commissioner Cavagnaro questioned when these modular classrooms would be installed. Chuck Warrington responded that these would be ready for the 2023-2024 school year. Commissioner Cavagnaro confirmed that the lease on would be for 9 years. Mr. Warrington confirmed this statement. Commissioner Cavagnaro questioned what would be lost on the site with the addition of the portables. Mr. Warrington reviewed the site of the portables, which would be located on the paved blacktop, which is currently used as a basketball court area. Mr. Warrington added that they would relocate at least one of the hoops. Commissioner Cavagnaro spoke in favor of the application.

Commissioner Vetere questioned if they felt the addition of two portable classrooms would be enough since the school was recently built and they are already looking to expand. Mr. Warrington responded that they hope and assume that these two additional classrooms will be enough, however, they would need the Board of Education to speak to this further.

Commissioner Foley questioned if purchasing the portables was ever considered instead of leasing or even creating a permanent structure. Chuck Warrington responded that he was was not involved in the decision of leasing versus a permanent structure. Commissioner Foley voiced some concerns with portables classrooms versus permanent.

Commissioner Carey questioned how is the parking was currently at the school. Chuck Warrington responded that they have not hear of any issues or complaints.

Chairman Pacekonis asked for Chuck Warrington to show where the basketball hoops could be relocated. Mr. Warrington commented that they have not finalized this location yet, however, there is a small paved area on the other side of the bituminous path for one of the hoops. Ultimately, it would be a field call once they are out on site. Chairman Pacekonis questioned the type of faux brick that is being proposed. Utkarsh Patil responded that is would either be EIFS brick or tin brick. Chairman Pacekonis commented on some of his concerns with EIFS brick being a substandard building material, particularly in areas where it can be damaged.

Commissioner Carey motioned to approve Appl. 22-42P 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.

TOWN OF SOUTH WINDSOR
PLANNING & ZONING COMMISSION

MINUTES

-11-

NOVEMBER 29, 2022

3. An as-built plan is required prior to issuance of a Certificate of Occupancy per Section 9.1.3 of the Zoning Regulations.
4. All plans used in the field by the developer must bear the stamp and authorized signature of the Town of South Windsor.
5. This approval does not constitute approval of the sanitary sewer, which can only be granted by the Water Pollution Control Authority.
6. The building street number must be included on the final plan.
7. Pavement markings must be maintained in good condition throughout the site drives and parking areas.
8. In accordance with Section 6.4.9, the Commission has granted a modification to the required parking spaces based on the uses presented. 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.

Commissioner Cavagnaro seconded the motion. The motion passed unanimously.

- 3. Appl 22-43P, Plasma Tech** – request for a site plan modification to add exterior tanks (hazardous chemical for use in production), on property located at 694 Nutmeg Road, I zone.

Suzanne Choate, Director of Engineering with Design Professionals presented the application. Ms. Choate reviewed the site and explained the applicant is looking to install three tanks on the site, an oxygen tank, an argon tank and a hydrogen tank. Ms. Choate commented that the three tanks would be surrounded by fencing and bollards as a safety precaution. Ms. Choate commented that they are also proposing to change some of the gravel area near the tanks back to grass. She added that they had received a minimal impact permit from Inland Wetland Agency for work within the upland review area. Additionally, the applicant is proposing to add three level 2 EV parking spaces on the site.

Daryl Mack, Project Manager for Plasma Technology reviewed the proposal as well. Mr. Mack briefly reviewed the history of Plasma Tech, currently they have two facilities, one in Torrance, California and one in South Windsor, CT. Mr. Mack explained that in 2016 Plasma Tech purchased a new building on Nutmeg Road and now they are prepared to move from their current rented space on Rye Street to Nutmeg Road. The tanks are a critical component for the operations, so it will take some time to move. Mr. Mack noted that the proposed tank installation at this location would be farther away from the building than at their current site. The tanks would also be larger and not need to be filled as often.

Commissioner Dexter motioned to extend the meeting to 10:30 pm. Commissioner Carey seconded the motion. The motion passed unanimously.

Daryl Mack reviewed the storage tanks in more detail and explained how they decided on vertical tanks versus horizontal tanks. Mr. Mack commented that the tanks from the Rye Street location are currently being rented and with the new location on Nutmeg Road they are working to purchasing these storage tanks.

Chairman Pacekonis asked for town staff comments.

Director of Planning Michele Lipe read the Planning Report.

1. Request for site plan of development approval to locate three outdoor storage tanks located at 694 Nutmeg Rd North, I zone.

TOWN OF SOUTH WINDSOR
PLANNING & ZONING COMMISSION

MINUTES

-12-

NOVEMBER 29, 2022

2. The proposed tanks are shown on the eastern end of the parking area on the existing gravel parking. These tanks will contain hazardous chemicals and current zoning regulations require such citing of tanks via site plan approval.
3. The access to the parking area and ultimately the tanks is through the single drive off of Nutmeg Road North. These tanks are considered outdoor storage and will be screened by both distance from the roadway but also the screening from the gate area off of Nutmeg Road North.
4. The other site changes include a slight reorientation of the access drive and restriping of parking spaces. The parking calculation based on uses in the building indicates that 79 spaces are required; 54 spaces have been provided and the remainder are shown as reserve spaces. The plan does call for EV charger stations in accordance with our zoning requirements.
5. Other improvements include the removal of pavement in the upland regulated wetlands area. The proposed disturbance is less than ½ acre, however there are regulated wetlands in the vicinity of the south easterly parking lot, so the applicant applied for and received a minimal impact permit from the IWA/CC. Maximum impervious coverage allowed is 65%, 61.8% proposed.
6. Both the fire marshal and the building official have specific code requirements related to the tanks and they have been involved in meetings with the applicants. The fire marshal and building official have reviewed the plans and they are satisfied with the proposal.

If this application is approved, the Planning Dept. has no requested modifications. There were no engineering comments on the plans.

Chairman Pacekonis asked for Commissioner comments and questions.

Commissioner Quraishi questioned the potential leakage of hazardous materials. Daryl Mack commented that these tanks are considered cryogenic gases, which tend to vaporize almost immediately. He further explained that should there be a substantial leak, they will have gravel surface that will help collect these leaks and help them vaporize faster. Mr. Mack added that there would be a large cinder block wall to separate the hydrogen tank from the other two tanks.

Commissioner Vetere confirmed that Plasma Tech would be vacating the Rye Street location and moving permanently to the Nutmeg Road location. Mr. Mack confirmed this information.

Commissioner Cavagnaro questioned how often the tank would be utilized or are they primarily used for storage. Daryl Mack reviewed how the tanks are ultimately used, they are used almost daily and are not strictly storage. Commissioner Cavagnaro questioned how often deliveries would take place. Mr. Mack commented that deliveries take place on average every two weeks.

Commissioner Bernstein commented that his biggest concern would be safety and security of these storage tanks. Jim Aldrich with Aldrich Construction commented that he has built these types of tank storage facilities for places like Doosan and there is a special code compliance that they need to abide by. These safety measures include special fencing, separation distances, double fail-safe safety mechanisms and bollards around the tanks to protect them. Commission Bernstein questioned if there is any concern with the tanks and extreme weather. Daryl Mack reviewed why weather is not an issue for these storage tanks.

Chairman Pacekonis questioned how many bollards would surround the tanks. Jim Aldrich responded that they would meet the building code requirements and whatever is required.

Commissioner Dexter motioned to approve Appl. 22-43P with the following conditions:

TOWN OF SOUTH WINDSOR
PLANNING & ZONING COMMISSION

MINUTES

-13-

NOVEMBER 29, 2022

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. An as-built plan is required prior to issuance of a Certificate of Occupancy per Section 9.1.3 of the Zoning Regulations.
4. All plans used in the field by the developer must bear the stamp and authorized signature of the Town of South Windsor.
5. This approval does not constitute approval of the sanitary sewer, which can only be granted by the Water Pollution Control Authority.
6. No building permits will be issued until the Office of State Traffic Administration certificate has been issued (per CGS §14-311).
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. Engineering comments dated 11-29-22 must be incorporated into the final plans.

Commissioner Carey seconded the motion. The motion passed unanimously.

- 4. Appl. 22-40P Fancy Rides LLC Special Exception-** request for special exception to 4.1.1A for the sales of up to four (4) news/used cars, on property located at 1429 John Fitch Boulevard, I zone.

Commissioner Cavagnaro motioned to approve Appl. 22-40P with the following conditions:

1. This approval is for a used car license for retail and wholesale of cars at 1429 John Fitch Boulevard. The number of cars to be offered for retail is limited to four.
2. This approval does not constitute approval of the sanitary sewer, which can only be granted by the Water Pollution Control Authority.
3. Pavement markings must be maintained in good condition throughout the site drives and parking areas.
4. All free-standing signs and/or building signs require the issuance of a sign permit before they are erected.
5. All plans used in the field by the developer must bear the stamp and authorized signature of the Town of South Windsor.

Commissioner Dexter seconded the motion. The motion passed unanimously.

5. Review proposed Bylaw changes

Director of Planning Michele Lipe commented that since two regular Commission members were missing this agenda item would be moved to the next meeting. Chairman Pacekonis agreed with Ms. Lipe and added that since Commissioner Vetere indicated that he would be missing from the December meeting they would move this item to the first meeting in January 2023.

TOWN OF SOUTH WINDSOR
PLANNING & ZONING COMMISSION

MINUTES

-14-

NOVEMBER 29, 2022

Commissioner Carey motioned to move this agenda item to the first meeting in January. Commissioner Bernstein seconded the motion. The motion passed unanimously.

6. Golden Lampstand- request for preliminary discussion for residential development

Peter DeMallie of Design Professionals reviewed the request and commented that the Golden Lampstand currently has eight congregations state-wide. Mr. DeMallie stated this proposed South Windsor location would be considered the ministry center for all the congregations. Mr. DeMallie reviewed the site on King Street in more detail. Mr. DeMallie commented that a house of worship was previously approved on this site for the Chinese Baptist Church, which never ended up being built. Mr. DeMallie presented the master campus plan that was designed by the congregation (Exhibit A). This development would be considered a worship center and campus and should the Commission comment favorably on the proposal, the next step would be to submit zoning text amendments.

Mr. DeMallie reviewed the master plan in more detail. This plan includes six detached single-family homes and six apartments all with two car garages. There would be proposing 119 parking spaces on the site as well. Mr. DeMallie commented that there would be regular activities on the site, including church service. The proposed housing would be intended for retired clergy and retired missionaries.

Mr. DeMallie commented that they would be offering affordable housing with three of the six apartments being affordable at the 80% median income level. Mr. DeMallie reviewed a document that highlighted proposed criteria for a text amendment to include house of worship campus in the Zoning Regulations (Exhibit B). Mr. DeMallie commented that the purpose of this meeting would be to gauge the Commission's interest and see if they have any comments or suggestions for the potential application. If the Commission was interested then they would work with the Director of Planning to draft some text amendments to present to the Commission.

Chairman Pacekonis commented that the Commission may not have a formal answer on this item this evening and clarified that this is a preliminary meeting. Chairman Pacekonis commented that they are in the midst of updating the regulations and there will be an affordable component in the regulations. He added that he was unsure if this proposal would meet that affordable criteria. Peter DeMallie responded that 50% of all housing on this site would be affordable. Michele Lipe clarified that this project would be considered non-profit housing and would not meet the current regulations and a text amendment to allow this use would need to be drafted.

Commissioner Carey commented that she was surprised to see how big the homes appear to be with a large number of bedrooms. She thought that these homes would be utilized by retirees. Mark Hopper, Design Architect with Crosskey Architects, responded that he had met with the applicant/client to review how these homes need to function. While they are defined as retirement housing, many of these people have families as well and they are trying to offer them adequate space since many of them have been living in much smaller spaces up until this point. Commissioner Carey commented that it seemed like a large amount of housing on a smaller parcel. Commissioner Carey commented that she did not notice any sidewalks on the plan. Mark Hopper pointed out various sidewalks around the development.

Commissioner Cavagnaro spoke in favor of the plan and liked how the plan showed diversified housing. Commissioner Cavagnaro commented that he would recommend adding crosswalks and bike racks around the site.

Commissioner Foley commented that he thought the concept was for a place of worship but seems that this has transformed into more of a housing development. Commissioner Foley also agreed with Commissioner

TOWN OF SOUTH WINDSOR
PLANNING & ZONING COMMISSION

MINUTES

-15-

NOVEMBER 29, 2022

Carey, he felt these were large housing options. Commissioner Foley suggested perhaps an age restriction on the development.

Commissioner Dexter confirmed that the housing would only be available to the ministry. She added that she would need more time to review and process the plan distributed.

Peter DeMallie reviewed the Ministry Building in more detail, which would also be utilized by the other eight congregations in Connecticut.

Commissioner Carey clarified that her concern was strictly with the housing component, not the ministry building.

Commissioner Cavagnaro commented that they should consider adding a walking trail to the Burnham Brook. Peter DeMallie commented they would consider this. Commissioner Cavagnaro commented in favor of diversified housing and the additional affordable housing stock that this would provide for South Windsor. Commissioner Cavagnaro commented that he understood this was a preliminary discussion but he felt that this could be an interesting project.

Commissioner Bernstein commented that with the other eight congregations, does the applicant have anything else similar that currently exists? Peter DeMallie commented that this would be the first development of this kind for the church and would be the center of the congregations. Commissioner Bernstein spoke in favor of the affordable housing component.

7. Preliminary Discussion with Metro Realty regarding: Affordable Housing Development

Ben Tripp with Metro Realty reviewed a presentation for a potential affordable housing development being considered for 240 Deming Street (Exhibit C) and reviewed affordable housing currently in South Windsor. Mr. Tripp discussed Metro Realty as a business and what they have developed in South Windsor. Metro Realty has built strictly multifamily properties throughout Connecticut and currently have five developments in South Windsor including Berry Patch I, Berry Patch II and Residences at Oakland Road. Metro Realty owns these developments and never sell these once they are completed. Mr. Tripp reviewed some of the features of the units in the development showed renderings of a similar development that is in the process of being built in Berlin.

Mr. Tripp reviewed the proposed site in more detail highlighting the sidewalk access on Deming Street and nearby bus line. Mr. Tripp pointed out that there is adjacent to residential homes in this area and a higher commercial use may not be the best use for this property. This development could provide a nice transition from the higher commercial uses on Buckland Road to lower density use of single-family homes on or around Deming Street. He then reviewed a conceptual site plan, which would feature 72 units with direct access to each unit. Mr. Tripp explained that the proposed development would be financed by CHFA and would include 80% deed restricted affordable units. The bedroom mix would be 50% 1-bedroom and 50% 2-bedroom. Mr. Tripp commented on the rising concerns of school aged children and the impact on the school systems. He commented that 175 Oakland Road has generated 10-15 school age children from that development and he would anticipate 10-14 students from 240 Deming since both developments are similar in size. Mr. Tripp summarized that he would ultimately come back to the Commission with a formal application but was first looking for feedback from Commissioners.

Commissioner Cavagnaro motioned to extend the meeting until 10:50 pm. Commissioner Carey seconded the motion. The motion passed unanimously.

Commissioner Bernstein commented on the difference between developments like the one being proposed and Berry Patch and Watson Farms is that the latter are senior housing developments. Ben Tripp responded

TOWN OF SOUTH WINDSOR
PLANNING & ZONING COMMISSION

MINUTES

-16-

NOVEMBER 29, 2022

that this was correct. Commissioner Bernstein questioned if this development would include a clubhouse. Mr. Tripp responded that one of the buildings would have some type of common space and explained that this is a requirement under CHFA design standards.

Commissioner Quraishi confirmed that 80% of the units would be affordable units and questioned why the applicant can't make 100% of them affordable. Mr. Tripp explained the process for CHFA and the point system and added that CHFA will not fund a project that has 100% affordable units. Commissioner Quraishi questioned if there would be a family size limitation for the apartments. Jeff Sager of Metro Realty commented that this may be a better question for the Health Department questions, but from his understanding they could not legally prevent the number of people renting a unit. He added that since these units would be financed by CHFA that South Windsor would receive housing credit with the state for all of the units.

Commissioner Foley spoke positively about the proposal and how Metro Realty has built other nice rentals in town. Commissioner Foley questioned if the bedroom breakdown could be changed at all to include more one-bedrooms than 2-bedrooms. Mr. Tripp responded that unfortunately they would not be able to receive funding from CHFA if there were not at least 50% 2-bedrooms units.

Commissioner Cavagnaro spoke in favor of the project and questioned if the church would be relocated. Ben Tripp commented that Calvary Church would be closing permanently.

Commissioner Dexter commented that she felt this would be a great site as it is located near bus stops and amenities on Buckland Road. Additionally, this may help incentivize Town Center projects. Commissioner Dexter commented that she would prefer to see a project like this built then be forced with a mandatory project down the line.

Chairman Pacekonis commented that he felt this application a step in the right direction for affordable housing in South Windsor. Chairman Pacekonis questioned the timeline for this project if it were to move forward. Mr. Tripp commented that they would like to submit an application to the Commission in early 2023, after the housing moratorium has ended. Michele Lipe commented that the applicant would need to start with text amendment. Jeff Sager reviewed the process for financing with CHFA, which begins every November so ideally, if they received PZC approval they would submit financing and work with CHFA by this time next year.

Commissioner Carey questioned the one-acre buffer area and if this would be considered open space. Mr. Tripp responded that they did not have a specific plan for this area, but it would not be a developed area.

Chairman Pacekonis questioned the impervious coverage. Ben Tripp responded that they would be just under 50% impervious coverage.

Commissioner Foley questioned if there anything they could do with limiting the number of people in each dwelling. Michele Lipe responded that they do not have any guidelines that would limit this.

Chairman Paeckonis spoke in favor of the application.

BONDS: Callings/Reductions/Settings

MINUTES: 11/15/22- Accepted by consensus.

OLD BUSINESS:

APPLICATIONS OFFICIALLY RECEIVED:

1. **Appl. 22-45P Storage Sense Site Plan Modification-** request for a minor site plan modification to combine properties, reduce impervious coverage as part of conversion of existing warehouse space to

TOWN OF SOUTH WINDSOR
PLANNING & ZONING COMMISSION

MINUTES

-17-

NOVEMBER 29, 2022

self-storage space, on property located at 420, 426 and 428 Ellington Road, CD zone (Applicant requests staff approval in accordance with Section 8.6)

OTHER BUSINESS:

Michele Lipe reviewed the application officially received and commented that the applicant is looking for a staff level approval given the nature of the application.

Commissioner Foley commented that the first Quad Board meeting would be held tomorrow evening.

Michele Lipe added that she was still waiting to hear back from the Town Attorney regarding the Plan of Conservation and Development consultant contract.

CORRESPONDENCE/REPORTS:

A letter was received by the Economic Development Commission (Exhibit D)

ADJOURNMENT:

Commissioner Vetere motioned to adjourn.

Commissioner Carey seconded the motion.

Meeting adjourned at 10:47 pm.

Respectfully Submitted,

Caitlin O'Neil, Recording Secretary