

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

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@ 1:40 PM
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APRIL 23, 2024

MEMBERS PRESENT: Stephen Wagner, Kevin Foley, Stephanie Dexter, Michael LeBlanc, Paul Bernstein, Robert Vetere, Alan Cavagnaro

ALTERNATES PRESENT: Michael Ouellette, Despina Buganski

STAFF PRESENT: Michele Lipe, Director of Planning; Jeffrey Doolittle, Town Engineer; Justin Russo, Assistant Planner; Nicole Kowalik, Recording Secretary

CALL TO ORDER: Chairman Wagner called the meeting to order at 7:00 p.m.

PLEDGE OF ALLEGIANCE

Commissioner Dexter read the legal notice

PUBLIC HEARING:

1. **Appl 24-04P, South Windsor High School Athletic Fields and Campus Improvements**— request for a Special Exception to Table 3.1.1A and Site Plan of Development for the following: a new synthetic turf field including a Special Exception request to 6.4.3.4 for athletic field lighting; seven (7) new tennis courts and four (4) pickleball courts; and traffic and circulation improvements around the school campus, on property located at 161 Nevers Road, A-20 zone (continued from 3-26-24)

Chris Hulk, Director of Design and Construction, FieldTurf, presented the application. Hulk presented the original and revised plan. In the original site plan, there are a limited number of trees proposed and it was believed that the vegetated buffer on the left side was not adequate. In the current site plan, there are a more significant number of Evergreen trees along the abutting properties and along Ayers Road, which shows an effort to enhance the vegetated buffer. Hulk discussed the current grading plan and explained that were updates to drainage and minor changes to address concerns the Engineering staff had previously. Hulk presented an updated rendering of the site plan and discussed that the existing South Windsor High School Annex parking lot would be resurfaced and restriped to promote better traffic circulation and provide additional parking. The town will be installing sidewalks along Ayers Road. The revised plan has been reviewed multiple different times throughout the town and the reason why this site was chosen was because they are able to meet the distances needed for lighting setbacks from property lines. This area allows them to add a field without losing another field and to improve the traffic around the site by adding a secondary access.

Hulk clarified the student pick up and drop off operations. Currently, there is one-way traffic only during morning pick up and it then reverts to both ways. During afternoon pick up, the Annex acts as a designated pick up area for the students for the school and the main entrance acts both in and out, resulting in a lot of things happening all at once causing delays in and around Ayers Road. To enhance pick up and drop off operations, Hulk discussed putting in a significant amount of queuing space within the site. The plan would be for the parents, during morning pickups, to drive to a back entrance which would have space for about 50 cars to queue. The student parking will remain at the front of the school. The lights that are being proposed for the field are 70 ft tall and the lights that are being proposed in and around the drive aisles do not have any photometric at the property line.

Director of Planning Michele Lipe provided the Planning comments.

1. There is a 6-foot-tall vinyl coated chain link fence that is proposed along the property line. This will tie in the existing fence that already there. With the plan, the existing encroachment of the fence will be removed, and the town will have ownership of the fence.
2. Traffic signs were put around the school to help people get around.

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3. In the future concession building, there is shown a water fountain jug filler located near the athletic field behind the bleachers.
4. These plans do reflect that the pickleball courts will be lit.
5. The Zoning Data Table was missing from the plans.
6. Along Collins Crossing, there is no new vegetation but there could be an opportunity for some shrubs in the area.

Town Engineer Jeffrey Doolittle provided the Engineering comments.

1. The storm drainage pipes leaving the site of the athletic field down to Mountain View should be listed at least 15-inch diameter pipes.
2. There are three (3) crosswalks crossing the proposed new driveway; one is shown as a raised cross walk and the other two (2) are not labeled.

Chairperson Wagner asked for public comments for or against the application.

Ray Paulin of 25 Mohegan Trail spoke about his view of using the tennis courts as community facilities that the high school has priority of usage. Paulin's preference would be to have eight tennis courts. He mentions that the only remaining playable tennis courts are the high schools. He also requested that additional parking be added across the high school exit driveway below the pickleball courts and extending it to Nevers Road.

David Shaiken of Shipman, Shaiken & Schwefel, LLC represented the abutting property owner at 36 Mountain View Road and submitted a letter for the record (**Exhibit A**). Shaiken addressed a few issues.

1. His clients disagree that the fence encroaches and state that the fence is on their land and request an 8-10-foot fence and the plan should be revised to be shown on the town's property.
2. On the easterly property, there should be a buffer where the walkway is being built and the ones that were there or were cut back should be restored.
3. They urge the commissioners that the plan should use the phrasing "general location and not potential location."
4. Hours of operations should be specified.
5. The speakers should be facing away from the property.
6. There should be no further encroachment of the buffer.
7. Rules and access of the facility should be posted on the fence.
8. There should be adequate security.
9. The town should establish a point of contact for any complaints.
10. The lighting for the parking lot and walkway would be cutoff lighting.
11. The applicant should identify the intended nighttime of events.
12. On the existing field there is a PA system and additional loudspeakers were installed and once the new facility is open, they should remove those speakers.

The Chair called for Commissioner comments.

Commissioner Bernstein asked what the whole project provides to the town. Mr. Hulk answered that currently there is no light on the fields which hinders the usage. Additionally, this will rebuild the existing tennis courts and having secondary access to the schools for pick up and drop off and for emergency vehicles to access the site. Bernstein asked what would be happening to the baseball field. Hulk answered that the school has been working with the town's Recreation department to move the baseball field to Eli Terry School. Bernstein asked if Hulk could address some of the concerns that Shaiken has about the project. Hulk answered that there currently is a 6-foot-tall fence but if the commissioners feel it needs to be changed, they would be open to make

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those amendments. Their plan is for the lights to go off at 9PM for the stadium field and they could have the tennis courts lights go off later. They agree that the speakers that are being proposed will only go on the two poles on the visiting side of the field and will not be directed to any abutting properties. The photometric plan shows that there are no photometric levels next to the property lines and everything shines down.

Frank Rizzuto, Principal of South Windsor High School, commented that there is always a site supervisor, at least one administrator and safety officers on the site. Rizzuto commented how the addition of a second roadway to the school is critical. He discussed how rain, previously, can make having games challenging because the rain can make the fields unusable. The synthetic fields would help eliminate this problem.

Commissioner Bernstein asked if the Wapping Annex is being impacted. Hulk answered that it is not being impacted but the surrounding areas for access will be improved and new parking will be created.

Commissioner Cavagnaro asked if they would consider raised crosswalks. Hulk answered that the three crosswalks shown will be raised. He asked about the current seating capacity versus the new. Hulk answered they will be maintaining the same number of seats. Cavagnaro asked if there is a plan where they would move the archery sets. Rizzuto answered they would put the archery sets across the street. Cavagnaro asked what the town's plan is about the basketball court. Hulk answered the town has discussed with the Recreation department about a location to put the basketball court. He asked if the parents will be allowed to use the additional entrance. Rizzuto answered there will be double access points for the parents to queue. Cavagnaro asked if the student permit will extend to the other parking lot. Rizzuto answered that the parking lot is no longer a student lot but a faculty lot and would remain the faculty lot, and the student parking lot is at the front. He asked if the new field would require another administrator to be around the Annex area. Rizzuto answered that it will depend on what the event is. Cavagnaro asked, when they bring up the point of contact, do they mean during construction or the management of the field? Shaiken answered that it should be used to oversee the use once constructed. Cavagnaro asked if there is a current point of contact. Rizzuto answered that the athletic director is usually the point of contact.

Commissioner Vetere asked if there is a possibility to only replace the six tennis courts and, where the seventh tennis court would be, have a parking lot instead. Hulk answered that having six tennis courts could expand the waiting time of the games since there are seven matches that go on. Rizzuto commented how seven tennis courts will allow the community quicker access to the tennis courts. Vetere asked where the parking spaces would be for the pickleball courts. Hulk answered they anticipate that people would walk down from the upper parking area.

Commissioner Dexter asked if they could clarify the current capacity of the field seating. Hulk answered that there are 1,000 seats and the new bleachers would stay the same; however, the only thing that is different is the configuration.

Commissioner LeBlanc asked if they could clarify the lighting situation. Hulk answered that the main difference between the current and proposed lights is that the new system will push the lights down and would be directed on the fields being used. LeBlanc asked if directional sound could be something to consider. Hulk answered that they can look further into additional types of sound and configuration; however, the current plan is to hang the speakers on the poles on the upper side of the field so it is direct towards the home bleachers and school. LeBlanc asked if there will be a berm placed along the south side. Hulk answered that they do not plan to have a berm on that side; however, there is a berm along Ayers Road. LeBlanc commented that since the bleachers are made of aluminum, individuals could possibly stomp the bleachers, and this could cause loud noise levels.

Commissioner Ouellette asked if the tennis and pickleball courts would be usable to the public during school hours. Rizzuto answered just as it is currently, if the courts are not being used by the high school, the public has

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access to the courts. Ouellette commented that the new courts will be at a closer proximity to the schools. Rizzuto answered that if the town feels that the community should not have access to the courts during school hours, signage can be put up as well. Ouellette asked why there has not been any action taken to prior noise complaints. Rizzuto answered that the concerns that were brought up were not recent and have been addressed to his knowledge.

Commissioner Buganski recommended a protocol on turnaround time for complaints. Buganski asked if there are any lights for the pickleball courts. Rizzuto answered that there are no lights. Hulk answered that the lights needed for pickleball courts would be similar to lights for a parking lot and the location of the courts will meet the needs of having lights in the future.

Chairman Wagner asked if the sound abatement, if needed, could be addressed on the plans. Hulk responded they could be added as the conditions of approval. Wagner commented that at least one EV Charger needs to be accessible. Wagner asked if it is possible to build a few parking spaces on the field near the pickleball courts. Hulk answered that the field is used for different practice events, and any throwing events will be moved to that location. Wagner asked Attorney Shaiken the reason for wanting a fence taller than 6 feet. Shaiken answered a taller fence would provide a greater security and buffer and the current fence is 8 feet tall. Wagner asked if the noise level is a town ordinance. Lipe answered that it is and that this site would be subject to the town's ordinance. Wagner asked if they are satisfied with the buffers. Shaiken answered they are not and they need to be enhanced in two areas. He is proposing Evergreen trees and shrubs and they should extend across between the walkway and the client's property. Lipe commented one concern of having a double row of trees that might not survive in the area.

Eric Hill of 36 Mountain View Road commented that there is currently no buffer and would have no problem replanting trees in that area.

At 8:52PM Commissioner Bernstein made a motion to close the public hearing for this item, seconded by Commissioner Cavagnaro. The vote was called and the motion passed unanimously.

2. Appl 24-08P, Medical Office Building – request for a special exception to Section 5.3 (Office Conversion Overlay) and site plan of development for conversion of existing residence into medical offices, for a property located at 1300 Sullivan Ave. (formerly 8 Collins Ln.), RR zone

Peter DeMallie, President of Design Professionals Inc., on behalf of his applicant Vasanth Kainkaryam, discussed the relocation of Dr. K's medical practice to 1300 Sullivan Avenue. The building on the site is 155 years old. They are trying to keep the cost as low as possible, but are proposing to widen the driveway, put in a dumpster pad, a 20-car parking lot, and add some landscape and storm drainage systems.

Vasanth Kainkaryam, MD of 162 Cornerstone Drive and owner of 4 Elements Direct Primary Care discussed his practice focusing on surrounding his patients with wellness services. Throughout the years, the practice has grown not only in staff but different services as well. Kainkaryam explained that the reason they had chosen South Windsor was because him and his family have lived here for years. When the practice eventually started to grow, they had a decision to make about staying in South Windsor or going to a neighboring town but ultimately decided to stay.

DeMallie explained that the application is a Special Exception under Section 5.3 which is the office conversion overlay. DeMallie presented the first exhibit. In the northern side of the property is a wooded area, Porter's Hill is on the east, and the far west portion of the property is heavily wooded. They are proposing to widen the current driveway to accommodate the two-way traffic and place a 20-car parking lot behind the building. In phase two, the parking lot would go from 20 spaces to 27 spaces. The house will need to be renovated in and

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out. The hours of operation would be 9-5 Monday through Friday and could be extended to 7 p.m. and 9-3 on Saturday. DeMallie discussed the Special Exceptions and Procedures and explained the site meets the requirements, including parking, EV Chargers, stormwater management, etc. De Mallie mentioned there are no wetlands on the site, however the conservation plan was approved by the Inland Wetlands Agency/Conservation Commission.

Glen Martin, Landscape Architect of Design Professionals Inc., discussed the landscape plan proposal. Along the northern property line, they propose to plant mountain laurel in the area. The woods at the rear of the property will remain and most of the wooded area along Sullivan Avenue will remain wooded as well. Only a small area of the woods will be disturbed due to the installation of the dumpster pad. The proposed fixtures, in the parking lot and along the entrance, will have modern slim profile. At the request of the town staff, the light color was modified to be a warmer tone.

Andy Chourabody, Traffic Engineer, conducted a traffic impact study for the proposed medical office building. A vehicle turning movement count was done and observed the signal operations along Route 194. The counts were done on January 18th between the times 7 a.m. and 9 a.m. and 4 p.m. to 6 p.m. It was found that the morning peak hour of operation was between 7:15 a.m. and 8:15 a.m. and the afternoon peak was between 4:15 p.m. to 5:15 p.m. The recommendation is to reduce the storage length directions and create a medium opening so the left and right turns would be properly negotiated. They can include a left turn pocket; however, the design would be subject to review and approval by CT DOT District 1. There is no significant impact of traffic impact conditions.

Jim Luczak, Engineer at Design Professionals Inc., discussed that the improvements that are being made to the site are paving the driveway and paving a parking area. They will provide two infiltration basins, one on one side of the proposed parking lot and the other further near the road.

Peter DeMallie presented the exhibit that shows the turning lane on Sullivan Avenue. Chourabody spoke about how they can reduce the storage length of Sullivan Avenue to 200 feet. One car will leave more than enough space for any queuing.

Director of Planning Michele Lipe provided the Planning report:

1. Request for a Special Exception to section 5.3, Office Conversion Overlay, and site plan approval for the conversion of an existing home to professional offices at 1300 Sullivan Ave, RR zone. The applicant intends to operate a medical office.
2. The PZC may recall you recently commented to the Town Council on the abandonment of Collins Lane – that did occur and a portion of the ROW is being incorporated into this lot.
3. The Office Conversion Overlay regulation was enacted for the purpose of allowing conversions of existing structures in the underlying residential zones to professional offices and to facilitate the preservation of historic structures, taking into consideration such factors as proximity to commercial uses or zones, traffic volumes, amount of commercial traffic, and the suitability of the land for office conversion.
4. This application is subject to the review criteria of Sec 8.5 which include that:
 - 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.

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- There will be minimal or no adverse effects on existing uses in the area.
 - Surrounding property values will be conserved.
 - The character of the neighborhood will be maintained or minimally disrupted.
 - The general welfare of the community will be served.
 - There is a balance between neighborhood acceptance and community needs.
 - Historic factors are adequately protected; or due consideration to preservation of historic factors has been demonstrated.
 - The overall physical appearance of the proposed development is compatible with surrounding development and the Commission's goals for the neighborhood/corridor.
 - The architectural design is aesthetically pleasing and blends well into the surrounding area.
5. The specific criteria for office conversions include:
- The building shall have been constructed at least 50 years prior to the date of application for approval, or 1962. (constructed in 1869)
 - The lot has an area of not less than 30,000 square feet.
 - The lot has frontage of not less than 150 feet.
 - An adequate line of sight entering and exiting the site is provided based on Connecticut Department of Transportation standards.
 - Side and rear yards shall contain landscaped buffers of ten feet in width. The buffer provisions of Sections 6.2.4 of these Regulations shall not apply.
 - Any addition to the structure shall not be greater than 100% of the floor area of the existing first floor.
 - Uses shall be restricted to professional offices; generally types of offices that operate during "typical" office hours Monday through Friday. Examples of professional offices include lawyers, architects, doctors/dentists, accountants, and engineers.
 - Maximum impervious coverage shall be 40%.
 - Wherever existing structures on the lot have historic or architecturally redeeming features, efforts shall be made to preserve and/or enhance those features; and
 - Only the first floor may be used for office use. Floors above the office use shall continue in residential use.
6. The applicant's narrative describes the intended use of the building for medical services as well as the phasing plan for the project. Anticipated hours of operation are: M-F 9am-5pm, possible to 7pm; and 9am-3pm on Saturdays.
7. There is an existing 12'x18' "garden shed" structure on site which may be used in the future for activities pertaining to the medical practice. This will be identified prior to use and building code requirements will be addressed. In the meantime, the applicant has expressed the structure will be used as a garden shed and for storage.
8. The site changes proposed include the expansion of the site driveway at Sullivan Ave., the addition of a parking lot to accommodate the 20 spaces; 27 required for the completion of all phases (8 spaces shown in reserve); a walkway to accommodate handicap accessibility into the building and a dumpster area. There are no sidewalk connections shown from this site to the Sand Hill or Sullivan Ave, though the applicant will provide one if required. We have suggested the applicant consider a walkway to the public ROW. Additionally, the new dumpster shown towards the front of the property. We have asked the applicant if there is another location that could be considered but they insist the proposed location is the most appropriate when considering truck maneuvering and neighboring parcels.
9. The site plan shows three phases: phase 2 includes the addition of a barn (which may be used for medical or community use in the future after additional approvals); and phase 3 includes an addition to the building

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with required parking. I would note that the regulations only allow an expansion equal to 100 % of the first floor. We would recommend an approval condition that the applicant return to ADRC for the addition design.

10. Site lighting is supposedly “nighttime friendly” and “full cut-off”. We have suggested that the applicant utilize a light fixture with shielding to limit back-light, but they have insisted on the proposed low-profile fixture. The applicant could change the distribution of the light to reduce back-light. The applicant has reduced the color temperature of the light to 3000K, which is consistent with Dark Sky regulations.
11. It appears that all other zoning requirements have been met. Proposed impervious coverage (including all phases) 12.1%; 40% is allowed. Lot size once the land is combined is 4.7 acres; minimum lot size allowed is 30,000 sf. Frontage is 526 feet; minimum allowed is 150 feet.
12. There is a requirement for a 10-foot landscape buffer strip along the property boundary. The applicant is proposing to retain most trees within designated buffer, and to interplant with mountain laurel and rhododendron and arborvitae. It should be noted that there is a large stand of bamboo currently growing along the eastern yard of the property.
13. The applicant intends to erect signage but plans are not complete at this time. Both building signage and a free-standing sign is permitted.
14. There are no regulated wetlands; however the proposed action will be disturbing approximately 1 acre; IWA/CC approval was granted on required 4-11-24 with the recommendation of a \$5,000 erosion and sedimentation bond.
15. The existing house is currently serviced by public sewer and a well; however, the intent is to connect to public water and the existing well to be disconnected from the building’s domestic water system and be used for irrigation. A well abandonment verification form is required to be filed with the Health Department. If this application is approved, in addition to modifications mentioned, the planning department request that a new deed be filed combining the property.

Town Engineer Jeffrey Doolittle commented how they would recommend a pedestrian connection from the building to the old Collins Lane. Doolittle commented how he would like to see the location of the EV Charger on the site plan. He stated that a curb is usually not installed along the driveways and recommend removal of the curb especially on the west side of the driveway so stormwater can sheet flow off into the driveway off to the grass.

Chairperson Wagner asked for public comments for or against the application.

Nelson Ledden of 1250 Sullivan Avenue spoke about being opposed to the proposed hedge line on the western portion of the property. Lipe commented that their is a 10-foot buffer zoning requirement. There could be an opportunity to make it more staggered than as complete as shown, but it cannot be eliminated.

Ana Almeida of 23 City View Terrace, a resident with property that abuts up to the north. She stated she can clearly see the property from their home. She commented how the area is filled with invasives, dead tree trunks and tractor parts.

Peter DeMallie spoke in response of the comments. In the first phase, the EV van space will be immediately contiguous to the handicap space. For the dumpster location, in order to keep it away from the residents in the rear and to avoid adding additional paving, they chose the location close to the road. They believe that the number of individuals that will be walking to the facility will be low and want to keep their expenses low and would rather not have to put in a sidewalk. Luczak commented on the Town Engineer’s comment related to the curb indicating the curb was put into place so they could control the direction of the water.

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Commissioner Ouellette stated for the record that he was a patient of Dr. K. He went on to comment that the sidewalk on Collins Lane would be intrusive to the abutter to the east and will be taking away from another property's driveway. He also suggested that they either defer or eliminate the EV requirement altogether.

Commissioner Dexter agreed with Commissioner Ouellette.

Commissioner Foley commented he also agreed with Commissioner Ouellette's statements. He also agreed with Lipe's comment about the location of the dumpster. He believes, with the curb, the water would be pushed to the west along the curb line, and it would rush to Sullivan Ave instead of the lawn area. Doolittle commented he sees no reason why the water cannot run into the lawn and still get into the detention basin.

Commissioner Vetere asked if the old Collins Lane would be an access point. DeMallie commented that they would not want any traffic to go through there. Vetere raised his concern of someone coming south on Sullivan and making a left onto the driveway; there might be some congestion. DeMallie commented that there will be an exclusive area in the middle to make left turns.

Commissioner Cavagnaro agrees with Commissioner Foley with moving the dumpster location. Cavagnaro added he would be concerned about setting up complicated precedent related to providing relief from the EV charger requirements.

Commissioner Bernstein asked if the building is currently occupied. DeMallie answered that it is not. Bernstein commented that since it is not occupied, the area is not generating any traffic. He voiced his concern about possible traffic in the area because of the number of patients at the facility. Mr. Kainkaryam answered that his patients do not come into the office unless they absolutely must. He also mentioned the patients at the facility are there for a significant amount of time and that they do not see thirty patients in one day.

Chairman Wagner commented about the silos on the site, whether they are safe to be on the site. There was a comment about a bamboo stem and he was wondering if this would be an opportunity to get rid of the plant. DeMallie answered that getting rid of the bamboo is a difficult process but can be investigated more. Wagner asked about the car entrances of the barn. DeMallie answered that at the moment it's a garage building and would have to return to the commission with more plans regarding the barn.

At 10:29PM Commissioner Foley made a motion to close public hearing.

Seconded by Chairperson Wagner. Motion passed unanimously.

- 3. PZC sponsored amendment** to modify several sections of Section 6.4.10 *Minimum Number of EVSE Parking Spaces* to clarify the number and timing of required EV installed and EV ready spaces; and modify Section 11.8 APPENDIX H *Electric Vehicle Supply Equipment (EVSE)* to update EV Charger requirements related to: equipment, screening, site signage and EV Charger installation illustrations

No public hearing was held for this item.

Commissioner LeBlanc left the meeting. Alternate Commissioner Buganski was seated for Michael LeBlanc.

REGULAR MEETING

Commissioner Foley made a motion to extend the regular meeting until 11:00 PM to act on the pending applications. Seconded by Commissioner Vetere. Chairman Wagner called the motion. Roll call was held. Commissioners Bernstein, Cavagnaro, Vetere, Foley, Dexter, and Buganski voted in favor. Chairman Wagner voted against. The motion passed 6-1.

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

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1. **Appl 24-04P, South Windsor High School Athletic Fields and Campus Improvements**— request for a Special Exception to Table 3.1.1A and Site Plan of Development for the following: a new synthetic turf field including a Special Exception request to 6.4.3.4 for athletic field lighting; seven (7) new tennis courts and four (4) pickleball courts; and traffic and circulation improvements around the school campus, on property located at 161 Nevers Road, A-20 zone

Michele Lipe reviewed draft approval conditions for the South Windsor High School Athletic Fields and Campus Improvements.

Chairman Wagner commented that he is not in favor of giving an exception to the applicant because he believes they will have enough time to resolve any issues for the EV Chargers. Wagner asked commissioners how they felt about screening the walkway. Lipe commented that there are existing trees there but they might have to cut them back to add vegetation in the area.

Commissioner Cavagnaro moved to approve with the following conditions:

1. Prior to commencement of any site work, a meeting must be held with Town Staff.
2. No building permit will be issued until the final mylars have been filed in the Town Clerk's office.
3. This application is subject to the conditions of approval of the Inland Wetlands Agency/Conservation Commission,
4. An as-built plan is required prior to issuance of a Certificate of Occupancy per Section 9.1.3 of the Zoning Regulations.
5. All plans used in the field by the developer must bear the stamp and authorized signature of the Town of South Windsor.
6. This approval does not constitute approval of the sanitary sewer, which can only be granted by the Water Pollution Control Authority.
7. No building permits will be issued until the Office of State Traffic Administration certificate has been issued (per CGS §14-311).
8. The building street number must be included on the final plan.
9. Pavement markings must be maintained in good condition throughout the site drives and parking areas.
10. All free-standing signs and/or building signs require the issuance of a sign permit before they are erected.
11. The zoning data table and overall site map shall be incorporated into the final plans.
12. Engineering comments dated 4-23-24 must be incorporated into the final plans.
13. Noise levels shall be monitored over the first year and in the event, noise becomes an issue, sound barriers shall be installed. The potential location of these barriers shall be shown on the plans.
14. The lights on the tennis courts shall be programmed to shut off by 10 PM. Events with lights on the new turf field shall end by 9:00 PM. The lighting levels shall be reduced following the event and turned off within an hour of the end of the event.
15. Any loudspeakers used on the field shall be directed away from the residential neighbors.
16. Two additional handicap parking spaces shall be added to the lower field.
17. Five additional parking spaces shall be added in the area of the pickle ball courts (either signed along the drive or added in a parking area).
18. Additional planting/screening shall be added along the walkway to the extent possible.
19. The installation of the required EVSE Chargers has been deferred until such time as the school has developed a plan for the installation of EVSE Chargers across the district.

Chairman Wagner commented that he personally does like limiting the Pickleball courts to daytime use only.

Seconded by Commissioner Bernstein.

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Commissioner Cavagnaro accepts the change to remove the condition, Pickleball courts are daytime use only.

Seconded by Commissioner Bernstein.

Chairman Wagner commented that the installation of the EV Chargers will be deferred until the program is clarified for the school system.

The vote was called, and the motion passed unanimously.

- 2. Appl 24-08P, Medical Office Building** – request for a special exception to Section 5.3 (Office Conversion Overlay) and site plan of development for conversion of existing residence into medical offices, for a property located at 1300 Sullivan Ave. (formerly 8 Collins Ln.), RR zone

Commissioner Foley mentioned that he believes that the dumpster enclosure should not be visible from Sullivan Avenue, and Wagner agreed. Lipe commented that there was a \$5,000 stormwater bond as well as a \$5,000 erosion and it only reflects only one of the two bonds. Wagner commented that he is opposed to deferring the EV chargers.

Commissioner Dexter made a motion to approve phase 1 of the application with the following modification:

1. Prior to commencement of any site work, a meeting must be held with Town Staff.
2. No building permit will be issued until the final mylars have been filed in the Town Clerk's office.
3. This application is subject to the conditions of approval of the Inland Wetlands Agency/Conservation Commission, including bonds in the amount of \$5,000 to ensure compliance with the erosion and sediment control measures.
4. A landscape bond in the amount of \$5,000 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).
10. The building street number must be included on the final plan.
11. Pavement markings must be maintained in good condition throughout the site drives and parking areas.
12. All free-standing signs and/or building signs require the issuance of a sign permit before they are erected.
13. Engineering comments dated 4/23/24 must be incorporated into the final plans.
14. A new deed shall be filed in the land records combining the properties (1300 Sullivan Ave and 8 Collins Lane).
15. Wells on the property to be property abandoned and a well abandonment verification forms are required to be field with the Health Department.
16. The dumpster shall be relocated to the northern end of the parking lot.
17. The silos on site shall be reviewed with the Building Department to ensure they are safe.
18. The EVSE charger installation is deferred at this time until a later date.

Seconded by Commissioner Vetere. The vote was called, and the motion passed unanimously.

BONDS: None

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

MINUTES

-11-

APRIL 23, 2024

OLD BUSINESS: None

APPLICATIONS OFFICIALLY RECEIVED: None

OTHER BUSINESS: None

CORRESPONDENCE/REPORTS: None

ADJOURNMENT

Commissioner Cavagnaro moved to adjourn. Motion passed unanimously.

The meeting adjourned at 10:55 p.m.

Respectfully submitted,

Nicole Kowalik, Recording Secretary