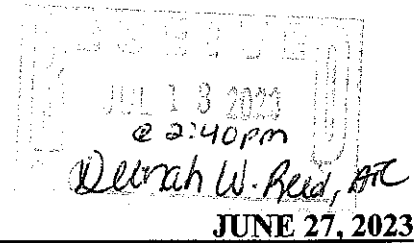


TOWN OF SOUTH WINDSOR
PLANNING & ZONING COMMISSION



MINUTES

-1-

JUNE 27, 2023

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

ALTERNATES PRESENT: Paul Bernstein, Carolyn Carey

STAFF PRESENT: Michele Lipe, Director of Planning; Jeffrey Doolittle, Town Engineer; Michael Lehman, IT Support; Joshua Stern, Administrative Secretary/Land Use Coordinator

PLEDGE OF ALLEGIANCE

Commissioner Wagner read the legal notice.

PUBLIC HEARING

1. **Appl. 23-11P Industrial Flex Space** – request for site plan approval for 39,850 sf of “flex” space contained within in multiple buildings, on property located at 75 Connecticut Avenue, I zone. (continued from-13-23)

Attorney Gregory McCracken, Jacobs, Walker, Rice & Barry, LLC, represented the applicant. He addressed the claim that the application is precluded by the moratorium on warehouse distribution centers; it was brought under a provision for other types of establishments, and the fact that it could be used for storage does not make it a warehouse distribution center. He noted that the moratorium is over as well. In response to other comments from the previous public hearing, he said the Design Professionals, Inc. Director of Surveying examined the conservation easement and concluded that the property is not subject to it. He said the PZC does not have jurisdiction over issues that were raised regarding notice of the IWA’s consideration of the application.

McCracken introduced Peter DeMallie, Principal of Design Professionals, Inc., to present the specifics of the project. Also present were: Jim Aldrich, Aldrich Construction; Jim Luczak, engineer, Design Professionals, Inc.; Glen Martin, Landscape Architect, Design Professionals, Inc.; property owner Teodora Rotaru, Real Estate Advisory Group LLC; and Stephen Fleshman, architect. The applicant team presented exhibits A and B.

DeMallie summarized the anticipated uses of the space and said the units would face inward, with no doors or lighting facing the residential areas. It is considered a state-of-the-art facility and would have a centralized refuse area, with a screen and a locked gate, large enough for 3 dumpsters. Tenants would also have the option of keeping small dumpster units in their garages, but other dumpsters would be prohibited in the leases.

DeMallie said the parking area would accommodate larger commercial vehicles such as box trucks. The overhead doors would be 12’ X 14’ and the parking could accommodate a total of 132 vehicles, with 7 EV stations. The roof structure is designed to accommodate solar. The buildings would be 16’ lower than the limit, with about half the maximum amount of impervious coverage and about 1/3 the maximum amount of building coverage. No outdoor storage would be allowed on the site. The buffer would contain 68 evergreen trees and 120 flowering evergreen shrubs, and includes the trail system required by virtue of the easement. The applicant has agreed to have a licensed arborist and a landscape architect inspect the buffer and identify any unhealthy trees, with the goal of saving as many trees as possible.

DeMallie said civil engineers have concluded the development would have no impact on the Newberry Brook watershed. The stormwater and water quality systems meet Town and DEEP standards, as do the erosion and sedimentation control measures. The applicant has agreed to install the buffer elements prior to building permits

and to maintain the northern swale. The landscaping plan for the two water quality basins is to establish a park-like setting. DeMallie said there would be no traffic impacts; cameras would be installed throughout the development, and leases would have specific requirements regarding vehicles and storage. The parking areas would be restriped. DeMallie said the project complies with the regulations and that the applicant has been sensitive to the location.

Director of Planning Michele Lipe concurred with McCracken's comments regarding the conversation easement, which now belongs to the Carla's Pasta property due to a lot line revision. She said similar general contractor establishments exist elsewhere in town and are not considered warehouses, and that the IWA/CC's actions with regard to the application have not been appealed.

Town Engineer Jeffrey Doolittle said elevation adjustments are necessary for the rip rap spillways from the two detention basins. He noted that WPCA review and approval is needed for this application.

The Chair asked for public comments.

Speakers against the application included: Stephen Grech of 155 Judy Lane – presented exhibits C and D. Grech said that based on other maps from Design Professionals, the easement goes all the way through the lot; the plans for this application do not include the easement or a 75' buffer. He said on the revised site plan, the dimensions of trees are inaccurate; he thinks the tree warden should conduct an independent study. He said at the previous public hearing, a representative from the design firm had said that they could make the area better than it naturally is. He said the development would affect the resale value of the neighboring community and the health, safety, and general welfare of the community, and that the buildings would be exposed to the neighborhood in the fall and winter months.

Robert Stoddard of 10 Barbara Road expressed concern about the walking trail running along the back ends of the houses. He said the applicant did not specify what hours of the afternoon or evening cars would be leaving or how many people would be there on weekends, adding that homeowners would need to pay more. He showed a map of the area and said his house is 22 feet from the property; he expressed concern about which trees would be taken down.

Dan Edwards of 131 Hilton Drive said there is an overabundance of developments in South Windsor and false promises from developers; he has seen land developed within feet of houses and has had neighbors sell their houses due to recent changes and applications in the area. He concurred with others' concerns about trees and requested that the tree warden examine the area; he also echoed others' comments about the need for a 75' buffer. He said more mature trees would be necessary to obscure the view of the development.

The Chair asked for Commission questions and comments.

Commissioner Bernstein asked DeMallie to give examples of possible tenants of the development and asked what restrictions would be imposed on the tenants. DeMallie said the leases would have strict guidelines against pollution and excessive noise; cameras would be installed throughout the development, and uses would be limited to those allowed by the zoning regulations. The units would each set their own hours of operation.

Commissioner Cavagnaro asked if the development is similar to the Bissell Commons condominiums. Lipe said the layout more closely resembles the buildings at 1265 Route 5 and other developments on Sullivan Avenue and Nutmeg Road. Commissioner Cavagnaro asked why every unit would have a garage; DeMallie said the applicant's goal is to accommodate tenants who need space for large commodities or vehicles.

Commissioner Cavagnaro asked about the classification of the facility as state-of-the-art. DeMallie said although there are flex and incubator spaces throughout Connecticut, he is not aware of any with characteristics such as the centralized refuse area, overhead doors, and parking for larger vehicles. Commissioner Cavagnaro

TOWN OF SOUTH WINDSOR

PLANNING & ZONING COMMISSION

MINUTES

-3-

JUNE 27, 2023

asked how the overhead doors would operate. Aldrich said keys, remotes, keypads, or fobs could be used. Commissioner Cavagnaro asked how many cars are expected to come in and out each day; DeMallie outlined the estimations of the peak traffic volumes that he presented at the previous public hearing.

Commissioner Vetere asked if the offsite drainage could impede the correction of an existing problem nearby. DeMallie said the comprehensive study of the watershed concluded that there would be no impact; Doolittle said the problem stems from the areas west and south of Main Street. Commissioner Vetere asked if the applicant plans to place solar panels. Aldrich said he does not know if panels would be placed immediately, but the foundation would be designed to accommodate them.

Commissioner Foley asked about trash collection. DeMallie said tenants who choose to have small dumpsters in their units would roll them out the evening before trash collection, which would be handled by the same vendor as the site's main dumpsters. In response to other questions from Commissioner Foley, DeMallie and Aldrich showed the locations of the egress doors and said there would be no outdoor storage racks. Commissioner Foley asked about the survey of the trees on the property. Luzack said the calibers of the trees was measured by diameter at breast height.

Commissioner Wagner asked where the utility meters would be mounted. Aldrich said it has not been determined whether each unit would have an individual meter; if so, the utility company would mandate where they are placed. Commissioner Wagner asked where compressors would be mounted for air-conditioned units. He and Aldrich discussed several options for air conditioning, as well as heat pumps, and how much noise they would generate.

Commissioner Wagner asked if the EV charging spaces would comply with the building code requirements regarding handicapped-accessible spaces. Martin said one of the EV spaces is handicapped restricted. In response to other questions from Commissioner Wagner, Martin said the downspouts drain directly to the pavement or the lawn and rooftop rainwater runs through the parking lot.

Commissioner Wagner supports the walking trail running close to the residences and said the Commission has no control over tenants' hours of operation. Lipe said an arborist would work with the Landscape Architect to evaluate the health of the trees. Commissioner Wagner noted that the application was submitted prior to the adoption of the 75-foot buffer requirement and is therefore not held to that requirement.

Commissioner Dexter suggested that the applicant state hours of operation in the leases, noting that many small businesses are closed most of the time on weekends.

Commissioner LeBlanc said he is accustomed to buildings similar to this one being hidden from the public; they tend to fade over time and are not usually very soundproof. He said the site is near an environmentally sensitive area and expressed concern about spillage of materials; he asked if there is a right-to-know process regarding what tenants are occupying the building. Lipe said a change of tenant would require a change of use permit from the Building Department; DeMallie said tenants using hazardous materials would need to register with the Fire Department and fulfill other fire code requirements. Rotaru said any property with a mortgage requires property insurance, and mortgage and insurance companies are very strict in regulating environmental requirements; in Connecticut, the Transfer Act restricts properties that have caused environmental impact.

Commissioner LeBlanc expressed concern that noise from the facility would impact the neighborhood during the warmer months, when tenants would be more likely to open the garage doors while working.

Fleshman said the building would be pre-engineered, and a manufacturer has not yet been selected. The options being considered for paint finishes have warranties between 25 and 35 years. The building could have a sound transmission class of up to 55.

Commissioner Carey said that for other businesses, the Commission has restricted what times of day trucks could pull in; she feels the Commission needs to think about residents. Lipe said there are no hours of operation for permitted uses in the industrial zone, but all uses are subject to the noise ordinance. Commissioner Carey asked about the locations of the air conditioner pads; she, DeMallie, and Aldrich discussed. Commissioner Carey asked about the accommodations for tractor-trailers; DeMallie said tractor-trailers could not park on site, but the design allows them to pass through the site.

In response to a question from Chair Pacekonis, Martin said the pathway would have a stone dust surface. Chair Pacekonis said he would like the 20" maple in the northeastern corner of the property adjacent to the buffer to be preserved; Martin said it is not within the tree clearing limit and will be saved. Chair Pacekonis asked if there would be a sign instructing truck drivers about what size trucks can manage the site; Martin agreed to add one to the site. Chair Pacekonis asked if the applicant would agree to an approval condition that there could be no outdoor storage on site. DeMallie said the narrative states that there will be no outdoor storage.

Aldrich shared information he had found online about the noise levels of mini-split air conditioning systems. Chair Pacekonis, Aldrich, and Fleshman discussed the potential use of air conditioning in offices.

In response to a question from Chair Pacekonis, DeMallie said the applicant would agree to an approval condition that trash pickups would only take place between 8:00am and 6:00pm.

Commissioner Bernstein, Rotaro, and Aldrich discussed the costs of mini-split air conditioners. In response to a question from Commissioner Bernstein, Lipe said generators would be subject to the Town's noise ordinance.

The public hearing was closed on this item.

REGULAR MEETING

CALL TO ORDER: Chairman Pacekonis called the regular meeting to order at 8:58pm.

PUBLIC PARTICIPATION: None

MINUTES: 6/13/23, 6/20/23

The minutes, with minor corrections, were approved by consensus.

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

1. **Appl 23-21P, Bahler Brothers** – request for renewal of a 2-year temporary and conditional permit for a 30' x 60' storage shed on property located at 24 Jeffrey Drive, I zone

Tom Bahler, Founder of Bahler Brothers Inc., presented the application and summarized the uses of the shed.

Director of Planning Michele Lipe provided the Planning report.

1. Request for a renewal of the temporary and conditional permit for a storage tent to house equipment at 24 Jeffrey Drive, I zone. A permit was originally issued to Superior Northeast by this Commission in August 2002.
2. The storage tent is approximately 30' X 60' and will be located within the 35' front yard setback.

TOWN OF SOUTH WINDSOR

PLANNING & ZONING COMMISSION

MINUTES

-5-

JUNE 27, 2023

3. Superior Northeast has relocated from this site and Bahler Brothers, the current owner of the property, has taken over the additional property and is using it for storage of small equipment, tools and supplies.
4. The building code limits the duration of temporary structures. The applicant will be responsible for ensuring this temporary structure maintains a current building permit.
5. The regulations state that Temporary & Conditional permits may be granted by the Commission for a use, if the public convenience and welfare will be substantially served, and the appropriate use of neighboring property will not be substantially or permanently injured and traffic and other hazards will not result from such use.

Commissioner LeBlanc asked about the condition of the tent. Bahler said the membrane will likely be replaced soon and that the tent is in the shape of a dome. In response to a question from Commissioner Bernstein, Lipe said the regulations do not allow the permit to be renewed for more than 2 years.

A motion to approve was made by Commissioner Wagner with the following conditions:

1. The Temporary and Conditional permit will expire on June 27, 2025, and will have to be renewed at that time if the use is to continue.
2. A new building permit is required to renew the temporary structure.

Seconded by Commissioner Vetere. Motion passed unanimously.

2. **Appl. 23-27P, TicketNetwork Livestock Temporary and Conditional Permit** - request for renewal of a 2-year temporary and conditional permit for an animal agriculture permit to allow 64 chickens, 2 geese and 2 goats, on property located at 83 Gerber Road East, I zone

William Downs, Director of Facilities for TicketNetwork, presented the application and noted that the animal sanctuary contains farmland in South Windsor and Manchester.

Director of Planning Michele Lipe provided the Planning report.

1. Request for the renewal of a two-year temporary and conditional permit to allow chickens, geese and goats on the TicketNetwork property located at 83 Gerber Road, I zone. The T&C permit was originally issued in 2013 and the current permit expired on June 8, 2023.
2. The applicant's purpose for keeping chickens is to provide employees with fresh eggs. They are aware that the health code requirement does not allow the eggs to be used on site unless they have been USDA approved.
3. The area dedicated to this use is about 2 acres and includes two chicken coops and a 3,000 square foot fenced area. The animals are cared for by a TicketNetwork employee. The last permit renewal allowed for 64 chickens, 2 geese and 2 goats. The applicant is requesting to keep approximately the same numbers.
4. The wording of the T & C permit regulation is that "Temporary and conditional permits may be granted by the Commission for a period not to exceed 2 years. Such approval may be given after a public hearing if, in the judgment of the Commission, the public convenience and welfare will be substantially served, and the appropriate use of neighboring property will not be substantially or permanently injured, and traffic and other hazards will not result from such use."
5. The Planning Department is not aware of any complaints arising from the keeping of the animals.

A motion to approve was made by Commissioner Cavagnaro with the following conditions:

1. This permit is to allow 64 chickens, 2 goats and 2 geese on site.
2. This permit will expire in two years, on June 27, 2025, and will have to be renewed at that time if the use is to be continued.

Seconded by Commissioner Vetere. Motion passed unanimously.

3. **Appl. 23-28P, Youth & Family Counseling, LLC** – request for renewal of a 5-year major home occupation to operate a youth and family counseling office on property located at 1512 Main Street, A-40 zone

Director of Planning Michele Lipe said the applicant was unable to attend the meeting. She summarized the renewal request and presented the Planning report.

1. Request for a renewal of the 5-year major home occupation (MHO) to operate a youth and family counseling office on property located at 1512 Main Street, A-40 zone. The MHO was originally issued in 2018, and the permit expires on July 10, 2023.
2. The approval conditions of the previous approval include:
 - The business must be operated by the homeowner.
 - Hours of operation are limited to Monday – Friday 12:00 pm – 8:00 pm, some weekend appointments.
3. We have had no concerns expressed about this business.
4. If this application is renewal is approved, the applicant would be required to return to this Commission upon expiration of the 5-year permit period.

A motion to approve was made by Commissioner Dexter with the following conditions:

1. The business must be operated by the homeowner.
2. The permit will expire on June 27, 2028, and will have to be renewed at that time.
3. Hours of operation proposed are: Monday - Fridays 12:00 PM – 8:00 PM, and by appointment.
4. Refuse from the business cannot be disposed of with residential refuse. Adequate arrangements must be made for business refuse disposal.
5. All free standing signs and/or building signs require the issuance of a sign permit before they are erected. Major home occupation free standing signs are limited to 2 sf.

Seconded by Commissioner LeBlanc. Motion passed unanimously.

4. **Appl 23-17P, Leonard Retail-Restaurant Site Plan** – request for a site plan to construct a 2,520 sf retail/restaurant with a drive up window at 1014 Sullivan Ave, GC zone

Meghan Hope, attorney, Alter & Pearson, LLC, represented the applicant. She described the location and said the intent is to integrate the proposed development with the property to the west containing the bank, salon, and Subway. A lot line adjustment will be incorporated as part of the plan, and the existing curb cut on Sullivan Avenue will be maintained. The building will be in the center of the site, with a counterclockwise traffic pattern and parking in the front and rear. The proposed uses are a retail space on the east side and a fast food restaurant with a pickup window on the west side; customers will order on an app ahead of time. The dumpsters will be relocated, and sidewalks and crosswalks will connect the two buildings. The existing landscape buffer on the north side will not be altered, and the landscaping on the east side will be increased.

Hope introduced Jim Bernardino, engineer, CMG Environmental, Inc., and John Everett, architect, New England Design, to present the specifics of the project. Bernardino showed the building location on the site plan

TOWN OF SOUTH WINDSOR

PLANNING & ZONING COMMISSION

MINUTES

-7-

JUNE 27, 2023

and explained that the lot line adjustment is proposed because the existing lot is nonconforming. The utilities for this use already exist on site as this or a similar use has been considered since 2004.

There will be two lanes of egress from the site and a single entry lane, and the curb cut will be modified slightly to allow for construction. The building will have 20 dedicated parking spaces, all on the modified lot, plus 45 spaces shared with the existing uses. A comprehensive zoning review was conducted to ensure the conformities of the nearby lots would not be altered. Bernardino explained the pickup window and said customers will receive text notifications when their orders are ready. The building will have two primary entrance points in the front, with HVAC units, delivery, and egress in the back. The building will be elevated slightly above the other properties, with a minor retaining wall, 8' high at its peak. The comprehensive landscaping plan involves maintaining everything around the buffer, including a large sugar maple.

The comprehensive engineering package includes erosion and sediment control plans, which was modified after being reviewed by Town staff. All public services are available, and a comprehensive set of construction details has been developed. The lighting plan is cohesive with the overall development. The applicant has provided a comprehensive response to comments by Town engineering staff, including the recommendation to narrow the drive aisle, which the applicant would like the Commission to consider keeping at 30' to assist with emergency vehicle access and overall circulation.

Everett displayed the floor plan and said the building is roughly 45' x 56' with wood frame construction. He then showed a photograph and said the proposed building is essentially a twin to the existing building, with matching forms, materials, and colors; he outlined the materials and colors of the roof, siding, windows, trim, and fencing surrounding the mechanical units. He also showed the lighting style and said a ground-mounted sign will be added on the east side of the entrance to mirror the existing sign.

Director of Planning Michele Lipe provided the Planning report.

1. Request for site plan approval for a mixed-use commercial building located on at 1014 Sullivan Ave., GC zone. The proposal includes a 2,520 sf retail/restaurant building with each unit having 1,260 sf. the restaurant is being designed to have a pick-up window.
2. The site was originally built with a shared access and shared parking with anticipation of another building on site. The detention basin shown along the property to the west that were originally designed to accommodate drainage to support development of this site.
3. With this application, the applicant is proposing a lot line revision and modifying the access easements currently servicing the site. A zoning data block has been provided for each lot to demonstrate zoning compliance.
4. For the lot with the new building, maximum impervious coverage proposed is 61.7%; 65% allowed; proposed building coverage 7.8%; 30% allowed.
5. There have been variances granted for this property. This site received variances in 1990 to reduce the required buffer from 50 feet to 20 feet, and the required front yard setback from 50 feet to 40 feet. This applicant has not utilized the front yard setback variance with this application.
6. There is an existing sidewalk along Sullivan Ave in front for this property with a connection into this site. The sidewalk is being extended into the site.
7. The parking requirements based on the individual uses for the two sites is 41 spaces; 65 spaces have been provided. Two EV charger spaces are shown along in the rear parking area.

8. Public water and sewer are available on site. WPCA approval is required; and a grease/oil separator may be required in the restaurant facility.
9. There is a buffer requirement that was reduced by ZBA from 50' to 20'. The buffer along the back of this site was established with the original application. The applicant is proposing to add some additional site landscaping and adding seven arborvitae along the top of the slope adjacent to the residential zone in the northeast corner of the site. The retaining wall is proposed to have a fieldstone look to it.
10. There are two proposed dumpsters within the parking lot, shown on concrete pads and screened.
11. New site lighting proposed includes new pole lighting in the front parking area. This lighting will match the existing lighting on site.
12. The applicant is proposing a monument sign in the front of the property that will have a fieldstone base which will match the existing signage on site. A design of the sign has been submitted for the Commission to review.
13. The Architecture Design Review Committee reviewed the overall plans on May 4. Overall, they were pleased with the architecture and color palette proposed.
14. There are no regulated wetlands on site and the amount of disturbance does not rise to a conservation approval. Staff have reviewed the E and S measures and recommend a \$3,000 bond for erosion & sediment control and installation of storm water structures.
15. The Fire Marshal and Fire Chief have reviewed the plans and are satisfied with the design. The Chief Building Official commented that additional information will be needed for the handicap spots at the time of the building permit application.
16. If this application is approved, the planning department requests that new deeds describing the new property boundaries are required to be filed on the land records.

Town Engineer Jeffrey Doolittle provided the Engineering report.

1. The entry to the proposed building from the main site driveway (that is shared with 1006 and 1000 Sullivan Ave) is too wide and the pedestrian crossing to the new building is not complete. This entry and the driveway in front of the new building should be changed to 24-26 feet wide, as it is in front of the other two existing buildings.
2. The curb line on both sides of the entry drive and pedestrian ramps need to be reconfigured accordingly and a crosswalk added across this driveway in front of the stop bar. Ramps and a crosswalk also need to be added to provide pedestrian access the drive-up lane to the front doors of the proposed building.
3. The limits of new pavement need to be shown.
4. Regarding the roof drain shown on the west side of the building, this can be angled slightly from the building to the proposed CB-1 and eliminate the clean out in the parking lot. Clean outs can be provided by the corners of the building.
5. Show where the roof drains on the east side of the building discharge
6. Provide more information about how the 2:1 slopes on the east side of the property will be stabilized. Regular topsoil and seed may not be stable enough and the Planting Plan shows several Arborvitae being planted at the top of the slope by the north east corner, which may not help stabilize this slope.
7. Label areas around the new building that are to be turf grass.
8. Label the line that runs around the site on several plans. It looks like a travel path and turning movements for some vehicle.
9. How will the eastern proposed retail service unit be served with sanitary sewer and will this be connected to the proposed grease trap?
10. Provide calculations for the size of the proposed grease trap.
11. Provide calculations for the expected average daily and peak sewer flows from the entire proposed building.
12. WPCA review and approval is needed for this application.

Commissioner Bernstein asked about the restaurant tenant. Bernardino said no tenant is currently committed, but he anticipates a sandwich restaurant, craft deli, or other smaller establishment. Commissioner Bernstein asked if the pickup window will lead to a queuing problem. Bernardino said the queue can accommodate 10

TOWN OF SOUTH WINDSOR

PLANNING & ZONING COMMISSION

MINUTES

-9-

JUNE 27, 2023

cars with no obstructions and that he does not anticipate congestion as customers will not enter the queue until their orders are ready.

Commissioner Cavagnaro said queuing at the drive-through at the nearby Dairy Queen often becomes backed up. Bernardino said that because of concerns about queuing, the applicant worked with Town staff to establish a difference between drive-through and drive-up facilities. Commissioner Cavagnaro said he hopes the restaurant will use apps such as DoorDash and Uber Eats. He asked if the building will use the exact same materials as the existing building. Everett said the materials are the same, but there may be a slight variation in color due to the time between the two developments. Commissioner Cavagnaro thinks an additional restaurant in this location will benefit the students at the nearby high school.

Commissioner Vetere asked if the single point of entrance shared by this and the existing development will lead to any traffic issues. Bernardino said a traffic consultant evaluated the application and concluded that impact will be minimal and confined to the site itself.

Commissioner Foley asked a clarifying question about the pickup window. Bernardino said there will be adequate parking for customers to wait for their orders to be ready.

Commissioner Wagner asked if a queue could become backed up in the exit area. Bernardino said this issue may be discussed in the traffic study. He said in the event of a backup at the exit, he hopes individuals would stay within the site and not block the intersection; he would consider adding additional signage instructing drivers accordingly. Commissioner Wagner asked about the ADA requirements for EV spaces. Bernardino said 2 EV spaces are planned and one can be a dedicated accessible space; Commissioner Wagner made recommendations regarding the placement of the accessible EV space.

Commissioner Dexter said the right-turn-only lane onto Sullivan Avenue will be beneficial but noted that the corner is between two traffic lights. Bernardino said the lights will help provide gaps. Commissioner Dexter asked how likely it is that the other space will be retail rather than another restaurant. Bernardino said adding a second restaurant would require further review by the Planning Department but would not affect the site design. Both buildings are specified to have access to the exterior grease trap.

A motion to extend the meeting to 11:00pm was made by Commissioner Cavagnaro. Commissioner Wagner seconded the motion. Motion passed 5:2:0 with Commissioners Wagner, Pacekonis, Vetere, Cavagnaro, and Dexter voting in favor and Commissioners LeBlanc and Foley opposed.

Chair Pacekonis asked if the radius on the curb for the right-turn egress lane is adequate. Doolittle said Town staff can work with the applicant on this issue. In response to further questions from Chair Pacekonis, Hope and Bernardino said the pickup window aisle will be divided by paint, with a curb along the side of the window, and no designated waiting spaces are proposed. Bernardino showed where delivery trucks will park and said deliveries will generally take place before the pickup window opens.

A motion to approve was made by Commissioner Cavagnaro 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 a bond in the amount of \$3,000 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. New deeds describing the two properties shall be filed on the land records.
14. Any references to a drive thru facility on the plans should be changes to a pick-up window.
15. EV Charging stations shall be installed consistent with the current building code regulations.

Seconded by Commissioner Wagner. Motion passed unanimously.

5. **Appl. 23-24P Cusson Automotive Enterprises, LLC** – request for a site plan approval for a 12,000 sf facility -phase 1; 5,000 sf phase 2 for automotive repairs, on property located 753 John Fitch Boulevard with access through 49 Mascolo Road, I zone

Commissioner Foley left the meeting and Commissioner Bernstein was seated.

Jay Ussery, LLS, J.R. Russo & Associates, presented the application. Also present were: Don Cusson, Cusson Automotive Enterprises; Jim Aldrich, Aldrich Construction; and Stephen Fleshman, architect.

Ussery said the site is 9.7 acres, with 102' of frontage on John Fitch Boulevard, and is not very visible from either road due to the nearby buildings. He showed the site plan and said the access will be off Mascolo Road via an easement or right of way shared with Progressive Sheet Metal. Granting the easement changes the lot somewhat but does not make it nonconforming. Ussery outlined the zoning data of the parcel to be developed and said the building is one story and consists of an office area, a waiting area, and phase 1 and 2 shop areas.

Ussery outlined traffic circulation and said a total of 16 parking spaces are proposed, in addition to 14 overflow spaces, which may increase with phase 2. Two EV spaces, including one dedicated accessible space, are planned. Utilities will come in off Route 5 to a utility room at the back of the building. The shop area will be heated but not air conditioned; the office area will likely use a mini-split system. The building will have a conventional stormwater system; the stormwater report has been reviewed by the Town Engineer. The closest residential lot is about 1,900' from the property line, and the buffer would remain wooded; Ussery shared photographs taken from the backs of the properties on Main Street.

Hours of operation are Monday through Friday, 7:30am – 5:30pm. Ussery outlined the full lighting plan, including building-mounted lights, a canopy with soffit lighting surrounding the office area, and 25' high pole-mounted lights for the parking lot. There will be containerized outside storage of auto parts on the gravel area where phase 2 is planned; once phase 2 is built, the storage will be moved to the driveway. Ussery showed the architectural rendering and said there is a patio for employees, with tables, on the east side of the office area. Landscaping with flowers and trees would take place here, around the parking lot, and on the islands. He showed the locations of the parking area for vehicles to be serviced.

TOWN OF SOUTH WINDSOR

PLANNING & ZONING COMMISSION

MINUTES

-11-

JUNE 27, 2023

Director of Planning Michele Lipe provided the Planning report.

1. Request for a site plan approval for a 12,000 sf facility (phase 1) and 5,000 sf (phase 2) for automotive repairs, on property located 753 John Fitch Boulevard, I zone. The sole access to the site through an easement along the eastern edge of 49 Mascolo Road (Progressive Sheet Metal site).
2. Site size is 9.6 ac. Impervious coverage allowed is 65%; 25% proposed for the full build. We have no prescribed parking requirements for automotive repair uses, so the applicant provided a data table based on the office use and employees. The plan calls for 16 spaces; with an additional 14 spaces for overflow for the existing site and the new site.
3. There is an additional parking area for storage of vehicle to be worked on. Provisions are being made for EV charging spaces as required in the regulations (2 made ready; 5 wired for future use)
4. The applicant is proposing to access this site through an easement along the edge of 49 Mascolo Road. Zoning data has been provided to demonstrate compliance with the additional impervious coverage and reduction in parking area.
5. The landscape plan provides interior parking lot plantings. A 50-foot buffer is required along residential zone boundaries to the west of this property. The applicant is proposing to keep the existing trees within the 50 feet buffer area. The closest residential properties are along Main Street, approx. 2,500 feet from this site.
6. Outdoor lighting is shown on the buildings and the parking area. The applicant is proposing 9 lights around the perimeter of the parking area and 6 wall paks on the buildings.
7. The Architecture and Design Review Committee reviewed this application on May 4. The Committee was satisfied with the proposal as presented.
8. It should be noted outdoor storage is permitted provided that it is screened from the public ways. The activity on this site is set back 300 feet from John Fitch boulevard. The only activity currently proposed includes the removal of an old shed and the installation of utilities. Additional landscaping could be added to screen any activities or storage that may be on site, if necessary.
9. There are regulated wetlands on the site. The applicant was approved by the IWA/CC on June 21 with the following conditions: Bonds shall be collected in the amount of \$10,000 to ensure proper placement and maintenance of erosion and sediment controls; \$25,000 for installation of stormwater structures.
10. Public water is and public sewer are both available to the site. All of the utilities will be coming in from Route 5. WPCA approval is required.
11. If this site plan is approved, the Planning Dept. has no modifications to request:

Town Engineer Jeffrey Doolittle provided the Engineering report.

1. The existing stormwater management basin for McDonalds needs to be maintained by mowing brush, removing woody growth (trees and bushes), removing sediment and debris and making sure it functions so storm water infiltrates and drains.
2. On the sanitary sewer line, transition from the 1-1/2 inch force main to an 8-13 foot section of 6" pvc pipe right before the existing manhole. That gravity line should slope at 2% into the manhole to dissipate velocity from the pump before the manhole.
3. Provide calculations for the expected average daily and peak sewer flows from the entire proposed building.
4. Add a note that the proposed pump station needs to have an external generator connection or be wired to an on-site generator so it functions during a power outage.

5. Revise the detail for the dumpster pad to show 8 inches of 4400 psi concrete. The sidewalk detail also needs to be revised to have 4400 psi concrete. Concrete mixes have changed in the latest ConnDOT Form 818.
6. Details for the pump station including design flows, TDH and controls will need to be provided to the Town for review before a permit is issued for this installation.
7. WPCA review and approval is needed for this application.

Commissioner Wagner confirmed that the proposed number of EV spaces fulfills the building code requirement but said the zoning regulations require an additional EV-ready space. He asked how the business will be marketed given that the site is mostly out of view from the roads. Ussery said the signage will be on Mascolo Road and that Cusson Automotive has an established clientele.

Commissioner Vetere asked if the front of the building will face Main Street. Ussery said the office area is two-sided, with fronts facing Main Street and Mascolo.

Commissioner Bernstein asked if Cusson Automotive is adding services or if the new development is the result of organic growth. Cusson said the project is driven by a backlog of commercial repair and limited parking space at the existing business. The construction and colors aims to mimic the existing building.

A motion to approve was made by Commissioner Cavagnaro 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 \$10,000 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 \$3,000 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 6/22/23 and 6/27/23 must be incorporated into the final plans.
14. New deeds describing the two properties shall be filed on the land records.
15. An additional EV ready space shall be added to the plans.

Seconded by Commissioner Vetere. Motion passed unanimously.

Commissioner LeBlanc left the meeting.

6. **Appl. 23-11P Industrial Flex Space** – request for site plan approval for 39,850 sf of “flex” space contained within in multiple buildings, on property located at 75 Connecticut Avenue, I zone.

Discussion of this application was deferred to the July 11 regular meeting.

TOWN OF SOUTH WINDSOR
PLANNING & ZONING COMMISSION

MINUTES

-13-

JUNE 27, 2023

7. Discussion re: Administrative correction – Major Home Occupation regulation

Director of Planning Michele Lipe said the regulations of 1994 stated that Major Home Occupations could take place in every zone, with two exceptions. The most recent iteration of the zoning regulations contains an error in the use table; the proposed correction would update the use table to reflect the 1994 regulation that Major Home Occupations are not allowed in the Design Residence and Multi-Family zones.

A motion was made by Commissioner Wagner to approve the administrative correction to the Major Home Occupation regulations. Commissioner Cavagnaro seconded the motion. Motion passed unanimously.

BONDS: Callings/Reductions/Settings: None discussed

OLD BUSINESS: None discussed

APPLICATIONS OFFICIALLY RECEIVED: None

OTHER BUSINESS: None

CORRESPONDENCE/REPORTS: None

EXECUTIVE SESSION

Discussion related to litigation for **Appl. 21-11P, REESG Newco South Windsor, LLC** – request for a Zone Change from General Commercial Zone (GC) to Sullivan Ave Mixed Use Development Overlay Zone (SAMUD) of 19 +/- acres and General Plan of Development for the renovation of 60,740 sf of commercial space and the development of 125 apartment units, on property known as Sullivan Avenue Plaza, located at 959, 1017 and 1079 Sullivan Avenue, GC zone

Commissioner Bernstein motioned to enter Executive Session. Commissioner Cavagnaro seconded the motion. The motion was called. The motion passed unanimously. The Commission entered Executive Session at 10:52pm.

Commissioner Wagner motioned to exit Executive Session. Commissioner Dexter seconded the motion. The motion was called. The motion passed unanimously.

ADJOURNMENT

The meeting adjourned by consensus at 11:51pm.