MINUTES
TOWN PLANNING AND ZONING COMMISSION
MARCH 13, 2007 7:00 PM
COUNCIL CHAMBERS, TOWN HALL
275 BROAD STREET, WINDSOR, CONNECTICUT

PRESENT: **Commissioners Mips, Kelsey, Profe, O'Brien and Smith**
Alternate Commissioner Brookman was present but not seated

ALSO PRESENT: **Town Planner Barz, Assistant Planner Bertotti and Planning Secretary Madison**

I. NEW BUSINESS

Commissioner Mips opened the meeting at 7:00 p.m.

A. **Public Communications and Petitions (five-minute limit per person)** - None

B. **Communications and Petitions from the Town Planning and Zoning Commission** - None

C. **Zoning Enforcement Officer's Report** - None

D. **CGS 8-24 Referral Requests** - None

E. **Pre-Application Scrutiny** - None

F. **Re-approvals/Revisions** - None

G. **Bonds** - None

H. **Site Plans**

1. **Site Plan – 1 and 11 Griffin Road North,** Office Building, 450,000 sq. ft., I-2 Zone, The Hartford
   - **Comments from Project Engineer Penney** – Dated March 12, 2007
   - **Comments from Assistant Town Planner Bertotti** – Dated March 13, 2007
   - **Comments from Environmental Planner Groff** – Dated March 13, 2007

Susan Hays, attorney with Updike, Kelly and Spellacy in Hartford, spoke for the applicant. She explained that The Hartford Insurance Company was seeking site plan approval to construct an office building on Griffin Road North. She stated that the architect, landscape architect, engineer and the traffic engineer for the project would make presentations to the Commission. She noted that a representative from The Hartford was also available to answer questions.

Henry Withers, landscape architect with CR3, LLP in Simsbury, presented a drawing and described the location of the 72-acre site at Blue Hills Avenue Extension and Day Hill Road which is currently a tobacco field. He said that the proposed building would be located in the center of the site with parking in a radial pattern around it and that two primary entrances would be off of Griffin Road North and Day Hill Road as well as a secondary access on Griffin Road North for the loading area. He reviewed traffic circulation, screening and landscaping. He said that the site was flat and the only topography changes would be detention basins for drainage.

In response to a question from the Commission, Mr. Withers said that a walking area would be provided along Day Hill Road and Blue Hills Avenue Extension, but the details have not been worked out. He said that the applicant is considering giving an easement to the Town for the purpose of the trail, but there is a question as to whether the width should be six feet or eight feet.

Corey Guarro, engineer with Close, Jensen and Miller in Wethersfield, reviewed the drainage and erosion control measures. He stated that the applicant received Inland Wetlands approval and that the Fire Marshal was satisfied with the location of the fire hydrants.

Jim Harris, architect with Clohessy, Harris and Kaiser in Simsbury, presented a model of the proposed building. He described it as a Class A suburban traditional styled building with a balanced massing of architectural elements. He reviewed the building materials including glass and brick. He said that the first phase of construction would include the parking and 300,000 square feet of the proposed office building. He stated that the proposed building with three wings coming out from the hub was designed to allow for a fourth wing to be added, if there was a need for expansion in the future.

Scott Hesketh, traffic engineer with F.A. Hesketh, Inc. in Granby, stated that a traffic study was done and a copy of the report was provided to staff and the STC. He described the proposed improvements including turn lanes and deceleration lanes, noting that the entire frontage at the site was controlled by the developer, so getting the necessary easements for the improvements was not a problem. He said that he believed that all of the STC requirements had been satisfied. Regarding improvements to Day Hill Road and Blue Hills Avenue Extension, he said that they had already been addressed by ING who will be constructing an additional lane.

Town Planner Barz said that there were a few issues that needed to be addressed but they were minor and technical in nature and could be worked out at the staff level. He said that he thought that the applicant presented a very attractive building, but the building may change somewhat when the final details, such as screening of the mechanical equipment, are addressed with the construction drawings.

Town Planner Barz said that in lieu of a sidewalk at the street, it was agreed that a meandering walking path in the vicinity of the road would be acceptable. He said that because the path is in lieu of a roadside sidewalk, a bituminous paved path or concrete sidewalks available year-round would be more appropriate than a stone-dust path. He stated that Town standards required either a minimum eight-foot wide bituminous path or concrete sidewalk, and he believed that the wider

bituminous path would be more suitable for pedestrian and bicycle use. He provided the Commission with some language between the Town and The Hartford regarding future traffic improvement needs that should be included as a condition of approval, if the Commission were inclined to approve the application. He said that resolution of the items noted in the memos from staff presented to the Commission at the meeting should also be included in the conditions of approval.

There was a general discussion regarding the proposed walking path. There was a general consensus that it could be resolved between the applicant and Town staff.

Motion: Commissioner Profe moved to approve the Site Plan for an office building at 1 and 11 Griffin Road North subject to the following conditions: 1) resolution of all items on the memo dated March 12, 2007 from Project Engineer Penney; 2) resolution of all items on the memo dated March 13, 2007 from Assistant Town Planner Bertotti; 3) resolution of all items on the memo dated March 13, 2007 from Environmental Planner Groff; 4) resolution of any other architectural details including screening of rooftop mechanical equipment; and 5) prior to commencing construction of Phase 2 of the Project, the Applicant shall perform an analysis of the intersection of Griffin Road North with Blue Hills Avenue to determine if an additional lane is required to accommodate the queuing on Griffin Road North and an analysis of the access drive from the site to Day Hill Road to determine if the location of the access drive can adequately accommodate the existing right-turn traffic from the access drive and the entering left-turn traffic to the entrance drive. The Applicant shall submit such analyses to the Commission for its review. If the Commission determines that the analyses indicates a problem with either of said intersections, then the Commission may require that the Applicant make additional traffic improvements in connection with the construction of Phase 2 of the Building in order to address such problems. Commissioner Kelsey seconded the motion and it passed unanimously, 5-0-0.

I. Minutes

1. February 13, 2007

Motion: Commissioner Profe moved to approve the minutes for February 13, 2007 as presented. Commissioner Kelsey seconded the motion and it passed 4-0-1, with Commissioner O'Brien abstaining due to non-presence.

2. February 27, 2007

Page 1, Item I.B. change "following the" to "the following"
Show that Commissioner O'Brien was acting secretary throughout the meeting.

Motion: Commissioner Profe moved to approve the minutes for February 27, 2007 as amended. Commissioner O'Brien seconded the motion and it passed 4-0-1, with Commissioner Mips abstaining due to non-presence.

II. PUBLIC HEARINGS

Commissioner Mips opened the public hearings at 7:35 p.m. and Commissioner Profe read the legal notice into the record.

1. ***Special Use – 123 Great Pond Drive,** 100-Foot Chimney Stack, Zoning Regulations Section 2.2.5, I-1 Zone, Emhart/Alford

Wilson Alford, Jr., engineer with Alford Associates, Inc. in Windsor presented a drawing and described the site location. He reviewed the previous approval of the site plan for the office and research and development building. He said that the applicant would only need approval for a chimney stack height of 86 feet, not 100 feet as requested on the application and he presented a photo to show that only three feet of the stack would be seen from Day Hill Road. He explained that the additional height was necessary to provide the draft needed to keep the furnace running.

Commissioner O'Brien asked if there might be a problem with the helicopters using the Kaman Aircraft facility nearby because the helicopters are sometimes carrying objects, such as utility poles, that are hanging pretty far below the helicopter. Mr. Alford said that the chimney stack would not interfere with helicopters. Commissioner Mips suggested that it would be good idea for the applicant to send a letter to Kaman Aircraft notifying them of the intended height of the chimney stack as a precautionary measure and Mr. Alford agreed.

Commissioner Mips requested public comments. Speaking neither for nor against the application:

George Yeramian of 739 Prospect Hill Road expressed his concern about unsafe emissions from the chimney stack.

In rebuttal, Mr. Alford said that only natural gas and oxygen would be burned to provide heat for the glass furnace. He stated that oxygen burns cleaner than regular air.

Town Planner Barz said that staff had signed off on the application and he recommended approval. He noted that FAA approval would not be required for a height of 86 feet.

Commissioner Smith asked if it would be a 24-7 operation. Mr. Alford responded that the furnace was required to run continuously to avoid the glass hardening.

Commissioner Mips closed the public hearing for this item.

Motion: Commissioner Profe moved to approve the Special Use application for an 86-foot chimney stack at 123 Great Pond Drive under Zoning Regulations Section 2.2.5 as presented. Commissioner Kelsey seconded the motion and it passed unanimously, 5-0-0.

2. **Re-subdivision - 100 and 102 Skitchewaug Street,** 2 lots, I-1 Zone, Aerospace Investments Co./Fahey

3. **Building on Unpaved and Unaccepted Street – 100 and 102 Skitchewaug Street,** create separate lots for existing buildings, I-1 Zone, Aerospace Investments Co./Fahey

The Commission directed that the above two applications would be heard together and voted on separately.

Carl Landolina, attorney with Fahey and Landolina, LLC of Windsor Locks, said that there were two parties interested in buying the two existing buildings at the site separately; therefore the applicant is seeking approval to subdivide the parcel into two lots. He said that ZBA variances had been granted for the resulting nonconformities of the division, but because the site has no street frontage, the applicant was asking for approval from the Commission for building on an unpaved and unaccepted street.

Russ Johnston, engineer with Meehan and Goodin of Hartford, presented a drawing and described the location of the buildings on the site located at the end of Skitchewaug Street. He said that improvements would be made to the site including a gate at the south side of the property as requested by the Town, removal of ten feet of pavement that abuts residential lots on East Barber Street and installation of a vegetative buffer in its place. He said that the applicant was also requesting a waiver for existing topography around the area. He reviewed the turnaround area at the beginning of the driveway to provide a way for a vehicle to turn around without going all the way down into the site.

Commissioner Mips requested public comments. Speaking neither for nor against the application:

Mercedes Aldonado of 223 East Barber Street said that her lot abuts this property and she asked if there would be any screening from the parking lot. She also asked what the proposed use of the buildings would be.

In rebuttal, Mr. Johnston said that the Aldonado property was in the area where he said that pavement would be removed and replaced with a vegetative buffer. He added that a condition of the wetlands approval was to remove invasive species and clean up debris in the wooded area of the lot.

Mr. Landolina said that the party who was looking at purchasing 100 Skitchewaug was planning to use it to make some kind of plastics for pens and as he understood, it would not be intrusive and would make a good neighbor.

Town Planner Barz said that the applicant would need to submit a Site Revision application, which could be approved by staff under Zoning Regulations Section 3.9 to make the changes to the site and address issues such as dumpster location and screening as well as landscaping. He

also noted that the Fire Marshal had a concern regarding the turnaround that needed to be addressed. He said that the rest of staff had signed off on the application and he recommended approval.

Commissioner Mips closed the public hearing for this item.

Motion: Commissioner Profe moved to approve the application for Building on Unpaved and Unaccepted Street at 100 and 102 Skitchewaug Street to create separate lots for existing buildings subject to the following condition: 1) final approval by the Town Attorney and execution by the Town Manager of an agreement between the Town and the Property Owner pursuant to Town of Windsor Code of Ordinances, Section 3-7. Commissioner Kelsey seconded the motion and it passed unanimously, 5-0-0.

Motion: Commissioner Profe moved to approve the application for Re-Subdivision at 100 and 102 Skitchewaug to create two lots subject to the following modification: 1) creation of a vehicle turnaround acceptable to the Fire Marshal and Public Works. The approval includes the requested waivers for sidewalks, fire hydrants and existing topography. Commissioner Kelsey seconded the motion and it passed unanimously, 5-0-0.

4. **Special Use – 599-703 Poquonock Ave,** Restaurant, Zoning Regulations Section 5.2.6D, B-2 Zone and AA Zone, North Central Square, LLC/Alford

Wilson Alford, Jr., engineer with Alford Associates, Inc., Windsor, presented a drawing and described the location of the building on the site. He reviewed the history of the approvals for this site which included a Price Chopper grocery store and two retail buildings and a restaurant. He said that restaurant building was approved for 7,000 square feet, but the applicant was proposing a 6,500 square foot restaurant building with some outside seating.

Sarah Maggi Morin, franchisee for Buffalo Wild Wings restaurant said that there were over 437 Buffalo Wild Wings restaurants in the United States. She said that the restaurant offered great service and great food and it would be a good fit in the Town of Windsor.

Joe Maggi, franchisee for Buffalo Wild Wings restaurant said that they are planning to install a freestanding sign, which the regulations allow for up to 200 square feet at the rear of the building in addition to the wall signage.

Town Planner Barz said that the proposed wall signage did not comply with the regulations because the square footage was based on the wall facing the parking, not the entrance wall.

There was a general discussion. There was a consensus of the Commission that a vestibule could be built with an entrance on the side of the building facing the parking area, so that the wall signage would be in compliance with the Regulations and that the 200 square feet of freestanding signage at the rear of the site was the allowance for the entire site, not just the restaurant.

Commissioner Mips closed the public hearing for this item.

Motion: Commissioner Profe moved to approve the Special Use Application for a restaurant at 599-703 Poquonock Avenue under Zoning Regulations Section 5.2.6D subject to the following condition: 1) installation of a vestibule with entry doors facing the parking lot approved by Town Staff. Commissioner Kelsey seconded the motion and it passed unanimously, 5-0-0.

* Indicates an item that was recessed or postponed from February 13, 2007

III. BUSINESS MEETING

A. **Continuation of New Business**
B. **Application Acceptance**

1. **Special Use – 660 West Wolcott Avenue,** Cemetery Monument Business, Zoning Regulations Section 4.5.16, R-13 Zone, Alexander
2. **Special Use – 119 Windbrook Drive,** Home Occupation Real Estate Office, Zoning Regulations Section 4.5.19, A Zone, McCarthy
3. **Special Use – 40 Mechanic Street,** Art Sale, Zoning Regulations Section 12.4.1, NZ Zone, Town of Windsor
4. **Special Use – 80 Bloomfield Avenue,** Home Occupation Video Production, Zoning Regulations Section 4.5.19, R-8 Zone, Washer
5. **Special Use Re-Approval – 753 Day Hill Road and 139 Old Poquonock Road,** Fill Removal, Zoning Regulations Section 2.4.15L, I-1 Zone, 139 Old Poquonock Realty, LLC/Alford
6. **Special Use Re-Approval – 753 Day Hill Road and 139 Old Poquonock Road,** Filling, Zoning Regulations Section 2.4.15M, I-1 Zone, 139 Old Poquonock Realty, LLC/Alford
7. **Amendment to the Town Plan of Conservation and Development – 6 Spring Street,** Add to Windsor Center Fringe Area, Map 9-7, R-8 Zone, Walsh

The Commission directed that items 1 through 6 be scheduled for public hearing at the next regular TP&ZC meeting on April 10, 2007.

Jim Walsh of 6 Spring Street requested that the Commission amend the Town Plan of Conservation and Development (POCD) to include 6 Spring Street in the area defined as the Fringe Area on the land use map.

Town Planner Barz explained that the amendment was previously approved in 1995, but the map was never updated, therefore it was not considered when the POCD was rewritten in 2004. He said that if the Commission wished to proceed with the request to amend the POCD, an application on behalf of the Commission must be completed and the Capital Regional Council of Government (CRCOG) must be notified no less than 65 days prior to the public hearing date.

The Commission directed that the Town Planner submit an application and notify CRCOG on their behalf to address item 7.

C. **Old Business** - None
D. **Public Communications and Petitions (if not completed)** - None

IV. MISCELLANEOUS

A. **FYI: Town of Windsor and Windsor Board of Education proposed Capital Improvement Programs** – Fiscal Years 2008-2013 (The Commission will be requested to make a recommendation to the Town Council pursuant to CGS 8-24 at the next regular TP&ZC meeting on April 10, 2007)
B. **FYI: STC Notice** - of approved Traffic Investigation Report for the 200 and 300 Corporate Drive Expansion (PRA – Summerfield Suites and Office Building)
C. **FYI: Planning Magazine** – February 2007
D. **FYI: Farmington River News** – Winter 2007

V. PLANNER'S REPORT

A. Update on Open Space Planning

Town Planner Barz said that an outline for an open space plan has been developed to address issues of acquiring open space including funding, ownership, maintenance and selection criteria. He is working with members of the Conservation Commission to prepare a draft plan for review and adoption by this Commission as an update to the 2004 POCD.

The Commission concurred with the process.

VI. ADJOURNMENT

Motion: Commissioner Kelsey moved to adjourn the meeting at 9:25 p.m. Commissioner Profe seconded the motion and it passed unanimously, 5-0-0.

Respectfully submitted, _____, Marian Madison, Recording Secretary

I certify these minutes were adopted on April 10, 2007.

_____
Karl Robert Profe, Secretary