

**MINUTES  
TOWN PLANNING AND ZONING COMMISSION  
OCTOBER 13, 2020  
7:00 P.M. ONLINE VIRTUAL MEETING  
275 BROAD STREET WINDSOR, CT**

**Present: Commissioners Mips, Levine, Correia, and Smith.**

**Absent: Commissioner Profe**

**Alternate Commissioner Jaggon were seated for Commissioner Profe.**

**Alternative Commissioners Harvey and Ferraina were present but not seated.**

**Also Present: Town Planner Barz, Assistant Town Planner Sealy and Recording Secretary Lisa Ozaki.**

**I. NEW BUSINESS**

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

**A. Public Communications and Petitions (five-minute time limit per person)**

Assistant Town Planner Sealy addressed the public on how to participate in Public Comments.

**B. Communications and Petitions from the Town Planning and Zoning Commission**

Commissioner Smith stated that on September 17, 2020 he attended a virtual CROG meeting that had a presentation from the CT DOT.

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

**D. C.G.S. §8-24 Referral Requests**

Assistant Town Planner Sealy stated that he has promoted the following to panelists for this application: Adam Kessler

**1. C.G.S. §8-24 Recommendation for Approval – Great Pond, Newport, Lexington, and Arlington Street Acceptance**

Adam Kessler, Asst. Town Engineer was present and addressed the commission. Mr. Kessler stated that the town staff has inspected these roads and are now prepared to accept the roads to begin town maintenance on them.

Commissioner Mips said that she assumed that Windham Road and the other part of Lexington Street were accepted already. Mr. Kessler stated that those roads are not completed yet.

Commissioner Smith said that the town would be responsible for snow plowing, but will the town also be responsible for snow removal. Mr. Kessler said that the town would be responsible for both plowing and snow removal. Commissioner Smith said that there is parking on both sides of the street and asked if the town would be moving the snow from both sides of the street. Mr. Kessler stated that the street would be under a parking ban during the winter. Commissioner Smith asked after the snow there could be parking on the street again. Mr. Kessler said that is correct. Commissioner Smith asked if we do this anywhere else in town. Mr. Kessler stated that we do that in the center of town.

Commissioner Harvey asked Commissioner Mips to establish who is seated for tonight. Commissioner Mips said that Commissioner Jaggon would be seated tonight since he was seated for the continued site plan application.

**Motion: Commissioner Levine moved that the Planning and Zoning Commission of the Town of Windsor, pursuant to the provisions of Section 8-24 of the General Statutes of Connecticut recommend to the Town Council approval of the Great Pond street acceptance of Newport, Lexington, and Arlington Street as described. Commissioner Correia seconded the motion and it passed unanimously, 5-0-0.**

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

**F. Re-Approvals/Revisions/Extensions – None**

**G. Site Plans**

- 1. Site Plan - 777 Day Hill Rd., Soccer Dome, Section 8.6E, Day Hill Dome Partners, LLC**
  1. Waiver for light pole height. Section 3.2.1.B, increased maximum height of luminaries.

Assistant Town Planner Sealy stated that he has promoted the following to panelists for this application: Phil Doyle, Skip Alford, Vincent DiCarlo, Michael Mahoney, Michael Kozlowski, and Scott Hesketh

Phil Doyle, Engineer from LADA was present and addressed the Commission. Mr. Doyle gave the Commission a brief overview of the application and a summary where the project is at right now.

Commissioner Mips stated that the Engineering Department's comments from September 24, 2020 were addressed, but there are some outstanding comments from October 12, 2020 memo. Mr. Doyle said that he understood that the application could be approved subject conditions of approval. Asst. Town Planner Sealy stated that Asst. Town Engineer Kessler is comfortable with approving the application subject to the conditions outlined in the October 12, 2020 memo.

Commissioner Mips said that the application needs a complete set of drawings submitted for signoff. Town Planner Barz stated that the Commission should specifically cite the Engineer Department memo dated October 12, 2020 in the motion.

Commissioner Smith asked if all the fields going to be grass or artificial turf. Mr. Doyle said that one field is artificial turf and three fields are grass. Commissioner Smith asked Scott Hesketh to explain figure eight from the traffic report to him. Mr. Hesketh stated that figure eight represented the provided traffic volume based on two different scenarios. One scenario is during the winter months when the indoor soccer facility is operating and the other is when the outdoor soccer fields, baseball fields and softball facility are being used.

**Motion: Commissioner Levine moved to approve Site Plan - 777 Day Hill Rd., Soccer Dome, Section 8.6E, Day Hill Dome Partners, LLC with the following conditions:**

- 1. All Engineering comments on memo dated October 12, 2020 must be resolved.**
- 2. A complete set of drawings must be submitted to the Planning Department.**
- 3. Final staff review.**

**Commissioner Jaggon seconded the motion and it passed unanimously. 5-0-0**

**Motion: Commissioner Levine moved to approve of the waiver for light pole height, Zoning Regulations Section 3.2.1.B, increased maximum height of luminaries. Commissioner Correia seconded the motion and it passed unanimously. 5-0-0**

- 4. Site Plan – 100, 80, & 60 Helmsford Way, Package Distribution Facility, Section 8.6Y, I Zone, Amazon.com Services, LLC**
  1. Waiver for dead end parking. Section 3.3.3.E

Commissioner Mips stated that the Site Plan will be heard during the public hearing for the Special Use also located at 100, 80, & 60 Helmsford Way.

## Minutes

### 1. September 9, 2020

**Motion: Commissioner Levine moved to approve the minutes as amended.**

**Commissioner Smith seconded the motion and it passed unanimously, 5-0-0.**

### 2. September 22, 2020

**Motion: Commissioner Levine moved to approve the minutes as amended.**

**Commissioner Smith seconded the motion and it passed unanimously, 5-0-0.**

## II. MISCELLANEOUS

### 1. Zoning Practice – September 2020

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## 2. Zoning Practice – October 2020

### III. PLANNER'S REPORT

#### 1. Update on recent development.

Town Planner Barz stated that the Amazon building on Kennedy Road is already putting up steel. The apartments at Great Pond are finishing up. There is a lot of little activity going on in town.

Commissioner Mips asked if the sound barrier has begun to be installed behind Amazon on Kennedy Road. Town Planner Barz said that the town has had conversations with Amazon to remind them, but the operation is not at that point yet. Commissioner Mips stated that she wanted to see that happen soon for the protection of our residents.

Commissioner Levine asked about the Sardilli sign being down and a for sale sign up. Is Sardilli not going to be opening? Town Planner Barz stated that he doesn't know if it's not happening, but their business was highly dependent on institution clients. Sardilli has taken a big hit from COVID19.

### IV. BUSINESS MEETING

#### A. Continuation of New Business – None

#### B. Application Acceptance - None

#### C. Old Business – None

### V. PUBLIC HEARINGS

1. **Special Use/Site Plan – 100, 80, & 60 Helmsford Way**, Package Distribution Facility, Section 8.6Y, I Zone, Amazon.com Services, LLC
  1. Waiver for dead end parking. Section 3.3.3.E

Assistant Town Planner Sealy stated that he has promoted the following to panelists for this application: Tom Cody, Brad Griggs, Mike Dion, Bill Fries, Wayne Violette, Greg Tocci, Ben Mueller, Corey Nardone, and Adam Winstanley

Commissioner Levine stated that she is a resident of Walden Woods and she recently attended a virtual monthly Conservatory meeting for Walden Woods. The topic of the meeting was the Amazon Special Use and Site Plan applications. Commissioner Levine said that attending this meeting does not cause her to prejudge this application. Atty. Cody said that he appreciated Commissioner Levine's honesty to come forth and state that she does not prejudge this application. Atty. Cody does not have a problem with Commissioner Levine sitting for this application. Commissioner Levine said that she wanted a peaceful place to

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live, but living in Walden Woods which is adjacent to the Day Hill Corridor, she knew there would be some noise.

Atty. Cody, attorney from Robinson & Cole representing the applicant Amazon was present and addressed the Commission. Atty. Cody presented the Commission with a slide show which his team will explain in detail. The property consists of 3 lots that are a total of 24 acres. The property at 100 Helmsford Way is developed with an existing 154,496 square foot industrial building with sixteen loading docks. Atty. Cody gave the Commission a brief overview of the properties around the property. Atty. Cody stated that the Commission recently approved a zoning text amendment creating a new permitted use in the Industrial zone for a Package Distribution Facility. The project involves repurposing the existing building as a last mile package distribution facility. The building exterior will not be changed, but only interior modifications. New entries and exits renovations will be added to the exterior so that all loading and unloading will be done inside the building. A waiver is required for the dead end employee parking lot. Atty. Cody said that IWWC had already been delegated to an agent review.

Atty. Cody stated that the project has taken particular care to consider and address potential concerns from the residents at Walden Woods. There is a variety of protective measures which have been incorporated into the application. Atty. Cody stated that he has directly reached out to the neighbors and have spoken with the President of Walden Woods Conservatory, Cori-Lynn Webber.

Brad Griggs, Senior Manager, from Amazon Development Team was present and addressed the Commission. Mr. Griggs gave a brief overview of the daily timeline for this facility. The tractor trailers will be entering the facility during the evening. Roughly 10% of the tractor trailers will be coming during the day for same day delivery service. The Amazon overnight employees arrive to unload the trailers and moving products through a conveying system to a staging area which is to prepare for the morning loading cycle. Mr. Griggs said that during seasonal time and Prime Day there will be a heightened amount of staff at the facility. Mr. Griggs stated that between 9:30am to 9:45am the first round of van drivers would arrive and move the vans into the building to load the packages then heading out at 10:00am. At 9:45am to 10:00am the second round of van drivers arrive and so on. Once the vans enter the facility, the vans are then turned off and loaded and then that wave goes out for delivery. There is typically four to six cycles of vans that will be entering the building to load which is two to three hours of loading on average. Around 7:00pm the vans start returning and lining up for the next day's delivery.

Commissioner Mips asked about the tractor trailers coming in, if will they be running or turned off. Mr. Griggs stated that the trailers are docked to the facility to be unloaded, turned off, then the truck unhooked and hooked to another empty trailer in another dock to take back to fulfillment center.

Commissioner Smith asked where the trailers are kept. Mr. Griggs stated that they are still attached to the loading docks. Commissioner Smith asked if there was seven loading docks. Mr. Griggs stated that he believed so.

Commissioner Levine asked Mr. Griggs what happens in the blue parking area to the right. Mr. Griggs said it is a proposed new parking area that will be for delivery van parking. Commissioner Levine asked how many vans will go in and out every day. Mr. Griggs stated that depends on the day's capacity. On site there is roughly 225 van parking spaces and another lot of 50 van spaces. Commissioner Levine asked about maintenance of the vans. Mr. Griggs stated that there is no maintenance done onsite. Commissioner Levine asked if the vans were electric or gas. Mr. Griggs said that they are gas right now. It could be about two years before electric vans arrive. The fueling is done offsite before vans are brought back for the night.

Bill Fries, Director of Project and Development from BL Companies was present and addressed the Commission. Mr. Fries stated that the exit door evaluation is approximately eleven feet lower than the buffer and is not visible to the neighbors to the north. There will also be a six foot wood fence. In the loading dock area, there is pavement being removed and pulling the nine loading docks back towards to the middle of the building. Around the docking area will be a sound barrier wall. Mr. Fries gave the Commission a brief overview of the parking, crosswalks and walkways. Mr. Fries stated that the storm water and utilities will be upgraded on the site. All the lighting has met the dark sky requirements and will have shields installed.

Commissioner Levine asked about the discharge to the wetlands. Did IWWC approve that? Atty. Cody stated that IWWC was applied to the Commission and presented to them. At that time it was delegated to the IWWC agent. Commissioner Levine asked if that was an intermittent waterway since there was discharged that once ended up in Walden Woods. Atty. Cody stated that all of the site will now flow through the treatment system which is not happening right now.

Wayne Violette, Landscape Architect from BL Companies, was present and addressed the Commission. Mr. Violette addressed the proposed residential buffer and explained that there is existing vegetation to remain at the top of the berm. Mr. Violette said that 44 evergreen trees are proposed to supplement in the existing buffer. Mr. Violette stated that the proposed buffer to the south will have 36 deciduous and evergreen trees along the southern boundary of the property. The parking lot landscaping will have canopy trees along with shrubs and groundcovers in the parking lot islands.

Ben Mueller, Noise Control Engineer from Ostergaard Acoustical Associates, was present and addressed the Commission. Mr. Mueller gave a brief overview of the sound study emissions. Mr. Mueller explained that the backup alarms will not beep but are shushing

sound alarm. Mr. Mueller stated that the northern five docks have been removed from the building. A twenty foot tall wooden sound barrier will be installed around the loading docks.

Commissioner Levine said that the Amazon on Kennedy Road the Commission had required a barrier around the entire roof area and the HVAC units moved, what about here. Mr. Mueller said that the sound will be significantly lower since it's a much smaller building. Mr. Mueller stated that the HVAC units should not be an issue there, if anything changes screening can be added at a later date.

Commissioner Mips asked if the vans will be off when they are being loaded. Mr. Mueller stated that they will be off when they are waiting to enter the building for loading. Commissioner Mips asked about the customer pickup and where would that be. Mr. Mueller stated that would be at the south of the building.

Town Planner Barz stated that Greg Tocci is available for any questions from the peer review. Greg Tocci, from Cavanaugh Tocci gave a brief overview of his peer review of the Ostergaard's sound study. Mr. Tocci said that the Commission should accept the report, but he would like to see some reference sound levels provided as an addendum to the report which will make it completed.

Mike Dion, Traffic Operations Engineer from BL Companies was present and addressed the Commission. Mr. Dion gave the Commission a brief traffic overview of the property.

Recommended:

- No significant change in overall traffic operations
- Install stop bars and signs and signs at driveway egresses
- Existing roadway network is more than adequate to handle project
- Project will not cause congestion or traffic hazards
- Proposed new sidewalks will increase pedestrian safety

Commissioner Levine asked Town Planner Barz about the sidewalks that were referred to, is it all part of the sidewalk connection on Day Hill Road. Town Planner Barz stated that yes this will tie into the trail network running the length of Day Hill Road. Town Planner Barz said that the sidewalk will also be continued across ISO's driveway and the remainder of their land to connect to this project.

Corey Nardone, Lead Architect from BL Companies, was present and addressed the Commission. Mr. Nardone gave the Commission a brief overview of the floor plan. Commissioner Mips asked if the building would be going upward. Mr. Nardone said that no the building footprint is not expanding in any direction.

Commissioner Levine said that she thought there were only seven bays, but she counted eleven bays. Mr. Nardone stated that there are only seven bays utilized for docking, the

others are for trash and recycling. Town Planner Barz asked that the blue ban be removed on the northern side of the building so the residents do not have to see that. Mr. Nardone stated that yes that can be done.

Adam Winstanley, owner of the site was present and addressed the Commission. Mr. Winstanley gave a brief overview of Winstanley in Windsor. Mr. Winstanley stated that Winstanley will take care of the property and will make sure Amazon does what is right.

Atty. Cody gave the Commission a summary of the application:

- Property is zoned for Industrial use
- Excellent reuse of an existing building
- Property owner has strong presence in Town
- Application complies with Zoning Regulations
- All loading and unloading activity will be inside the building
- Consistent with special use criteria in Zoning Regulations
- Proposed use is compatible with its surroundings
- Storm water management will be improved over existing conditions
- Inland wetlands permit was approved, no wetland filling
- Traffic will not cause congestion or hazards
- Sound study completed – 20 foot tall sound wall will be installed
- Sound will be compatible with surroundings
- Peer reviewer agrees with basic conclusions of our study
- Extensive new evergreen plantings proposed along existing berm in rear of the property

Commissioner Levine asked about the waiver for the dead end parking. Atty. Cody showed the Commission the plan for the employee parking and the dead end parking waiver is for this area. Commissioner Mips asked if there was a turnaround at the end. Atty. Cody said that there is a modified hammer head at the end of it.

Assistant Town Planner Sealy addressed the public on how to participate in Public Comments.

Commissioner Levine read the letters into record.

Susan Raupach, Vice President Walden Woods Conservatory, 5 Last Leaf Circle dated October 13, 2020.

Cori-Lynn, President Walden Woods Conservatory, dated October 12, 2020.

Asst. Town Planner Sealy read letters and questions into record from:

Nancy, 11 Haskins Road, dated October 13, 2020.

Glenn Bren, 9 Last Leaf Circle asked will the current vortechnic unit on the Northeast corner of the lot still be used, owned and maintained by Amazon. In reference to wetlands issues, he would like to speak about the impact on the protected wildlife impact such as nesting sites for waterfowl and a den site for eastern bobcat. There is currently an automated generator at the facility that goes off every Friday evening from roughly 9:00pm to 9:45pm, unmanned. The noise from this is not acceptable and will this be used or removed.

Irina Naoumov, 5 Marble Faun Lane said that the Amazon project will significantly affect life at Walden Woods. Twenty-four seven operations such as Amazon should not be allowed in such a close proximity to a large residential area. Many people will suffer from the noise, traffic and many other things. She believes that Windsor should protect their citizens and not allow a project like this. She also asked about the noise coming from the eighteen wheeler trucks and unloading. Did you do the noise modeling with combined noise? The sound research is incomplete.

Anthony Witherspoon, 6 Last Leaf Circle spoke of the building being currently vacant and his concern of rodents driven into Walden Woods from it. He wanted to know if any thought has been given for rodent mitigation.

Sainath Kesavan, 10 Rhodora Terrace asked if the trees will still provide coverage in the winter since they are pines.

Kim Reed, 35 Last Leaf Circle asked about the sound study and how it looks like more noise than what we are used to. Is that correct?

Amy Lawson, 1 Dunbar Drive asked if the gate bars will make noise when they operate.

Kirit Patel, 55 Last Leaf Circle asked about sound, pollution, and future expansion.

Mark Slowik, 43 Sagewood Lane asked if after Amazon is open, there are sound problems, how will they be addressed.

Russell Devlin, 14 Aster Place asked if there was any plan to add an additional lane when turning right at the intersection and going northwest on Day Hill Road to Helmsford Way. He asked if any of Day Hill Road was zoned commercial. The traffic might be higher than expected with van drivers needing gas and food.

Town Planner Barz stated that Day Hill Road is zoned industrial with two exceptions: 555 Day Hill, The Day Hill Shops is zoned B2 and the Great Pond Development is mixed use, commercial and residential. There is a fueling station on this property at Great Pond.

Public Comment:

Kirit Patel, 55 Last Leaf Circle asked about the sound study if more vehicles move than indicted. The sound study only show the partial amount without the combined. The sound study needs to be a completed study. If there is future expansions and the sound level goes up, what will be the next steps? There is no Pollution study. Is the town going to do a pollution study and more sound study? The combined noise study should be done to make sure and if noise is more, will Amazon added more sound barriers?

Cori-Lynn Webber, 80 Pierce Blvd., said the documents were not attached to her email that was read. What size of trees will be planted and it's too late in the year to do it now. The exhaust fumes will travel farther into our community that were not considered by your sound study. The Unit owners have had problems with vibration already and nothing was seen about that in the study. There are seven proposed docks and vans moving, what's to say that the rest will not be used. There is room for increase.

Asst. Town Planner Sealy stated that town staff did not receive an attachment from Cori-Lynn Webber. Town Planner Barz stated that it was not attached to the email to him. Ms. Webber forwarded the email to Town Planner Barz and wanted it read into the record.

Glenn Bren, 9 Last Leaf Circle, has a concern about the runoff on the property into Walden Woods. The products from salting and sanding when the building was in full use will wash over to Walden Woods. His main concern is the noise and proximity of how close it is to Walden Woods. He asked about the blue parking lot and is concerned about the vernal pool that is near there. His concern is for absolute water quality for the Walden Woods's pond and habitat. He is also interested in the wetlands meeting and would have liked to show the IWWC where the Bobcat lives. He is hoping that there will good communication with Amazon over the next years.

Marlene Towers, 5 On the Green, asked about the vans and how they will be parked into spaces. She said that the backup sound is terrible. Mrs. Towers also said that the clean water is a concern for the beautiful wildlife in this area.

Ackley Beaumont, 70 Lockview Drive said that he is confused about the type of operations and is this an all-day operation. He asked why all the walls are not twenty feet high. There is an article that stated that the walls amplifies the sound. What can Amazon improve to make this better for our community?

Sue Raupach, 5 Last Leaf Circle, said her bedroom window is all upstairs and the berm and sound barrier is not going to cover the sound going towards her bedroom. She said to build the berm as high as it can and wrap around. Walden Woods's buildings are higher than the existing building. We are not going to be able to sleep. She would like to see the barrier from northeast to northwest and more berm.

Asst. Town Planner Sealy read the attachment from Cori-Lynn Webber's into the record.

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Kirit Patel asked about air pollution from all the vehicles coming out of the property. This needs additional testing.

Sue Raupach, 5 Last Leaf Circle thanked you for the presentation and seriously wants you to listen to the compiled list that was just read into record. She also hoped that Amazon would send someone to our conservatory meeting. Amazon needs to do the berm all around and have it happen before any interior construction begins. She asked that Amazon will add more small bushes to the lower ground too.

Robert Ellis, 144 Morning Glory Court said that he has enjoyed living in Walden Woods for the quiet. He is not willing to move. What the Commission decides will impact the rest of our lives. We are concerned about traffic and pollution. He wanted to know if there were any independent studies done by the town. My preliminary concern is the quality of life that Walden Woods would be given.

Asst. Town Planner Sealy read a question from Irina Naoumov.

Atty. Cody responded to the comments. Atty. Cody said that the question about there must be hundreds of other sites for this building. Atty. Cody stated that repurposing and reuse of an existing building is better for the economy. Atty. Cody stated that the time that the generator to be exercised can be changed and will be addressed. As for rodent management, if there is any rodent problem it will be addressed. The trees are all evergreens along the northern property line.

Ben Mueller addressed the question about combined noise. Mr. Mueller stated that the same levels would have been met with the other combined noise. Mr. Mueller gave a brief overview of how the snapshot was taken.

Atty. Cody asked Mr. Mueller to address thirty vehicles and if more was added would affect the sound study. Mr. Mueller explained that to the Commission and the public.

Atty. Cody stated that the new door where the delivery vans would be coming in, Amazon will agree to a condition that the quietest doors will be installed. Atty. Cody stated that a group of vans will load, move out together and will be quieter all together. Regarding an additional turn lane on Day Hill Road, that is not needed. As for the sound wall and why it was proposed for the truck court, it is because this is the area where the night time activity will take place. The sound wall will be more effective in this area. On the site walk, the existing berm area is heavily landscaped currently and it's not a good idea to tear trees out to put up a sound wall. The additional matured trees will be better addition to the berm. There is also a stockade fence there that provides a complete screen of the doors. In regards to storm water runoff, it meets and exceeds all the state requirements. The new system and the existing unit will be maintained. The wildlife will not be affected with the system since

the system has been designed with state standards. Atty. Cody stated that the newer vans have the broadband sounds and not beep, beep, beep. There are only trucks at night, then vans start after peak hours, not a 24 hour operation.

Mr. Mueller said that the wall will not amplify the noise. Atty. Cody stated that enhancing the plantings will help with the screening at Last Leaf Circle. Atty. Cody said that the town did hire Cavanaugh Tocci to review the sound study and Ostergaard Acoustical Associates will provide Mr. Tocci with the additional data. There has never been a second berm proposed and it will not make sense to build a new one. Enhancing the existing berm and adding additions plantings will help this. Atty. Cody stated that the vans and trucks will not be idling more than three minutes so no pollution which is limited by this state law. An exciting future ahead would be converting all the vans to electric. Atty. Cody stated that this is not a manufacturing facility with a lot of noise. The construction outside will be the two doors installed which will be done fast and minimal.

Town Planner Barz stated that not only did the town hire Mr. Tocci for the study sound, but our Engineering Department did a review of the traffic study. Town planner Barz gave a brief overview of what is allowed there as of right.

Atty. Cody asked Mr. Fries if he was aware of the existing unit that was referenced. Mr. Fries stated that he was not aware of that unit, but will leave it in place and maintain it.

Commissioner Levine moved to extend meeting to 11:10pm. Commissioner Correia seconded the motion and it passed unanimously. 5-0-0

Commissioner Smith asked how the shift of operations works and the hours. Mr. Griggs stated that the hours of operation are as followed:

- Overnight Workers arrive at 10:00pm.
- Van drivers arrive from 9:30am – 1:00pm. Vans will arrive back on site starting at 7:00pm – 10:30pm.
- Smaller staff in building during daytime hours.
- Amazon Flex drivers arrive between 2:30pm – 4:00pm.
- Eighteen Tractor Trailers arrive during 10:00pm to 6:00am.

Town Planner Barz asked if the eighteen trucks were during peak hours. Mr. Dion stated that during Prime Time and holidays there will be about thirty trucks a day.

Commissioner Smith said that he would like to see the stockade fence go from six feet to eight feet. Commissioner Smith asked why timber is being used for the sound barrier instead of concrete.

Town Planner Barz asked the Commission to go over the DEEP letter. Commissioner Levine reads it into letter. Town Planner Barz stated that this has been done under other applications.

Commissioner Mips stated that this building is a good use of an existing building and better for the environment.

**Motion: Commissioner Levine moved to approve the Special Use - 100, 80, & 60 Helmsford Way, Package Distribution Facility, Section 8.6Y, I Zone, Amazon.com Services, LLC with the following conditions:**

1. Employee break area not located near the north side of the building facing the residents of Walden Woods.
2. Installation of quietest rear door that is practical.
3. Installation of perimeter roof barrier to mask the HVAC units.
4. Removal of blue stripe on north side of building.
5. The stockade fence to be increased from six to eight feet in height.
6. Where the site plan and detail sheets reference a 20 foot tall timber noise barrier wall, substitute a 20 foot tall concrete noise barrier wall.
7. Complete information from the sound study be provided to town staff.
8. Final staff review.

Commissioner Jaggon seconded the motion and it passed unanimously. 5-0-0

**Motion: Commissioner Levine moved to approve the Waiver for dead end parking, Zoning Regulations Section 3.3.3.E. Commissioner Smith seconded the motion and it passed unanimously. 5-0-0**

**Motion: Commissioner Levine moved to approve the Site Plan - 100, 80, & 60 Helmsford Way, Package Distribution Facility, Section 8.6Y, I Zone, Amazon.com Services, LLC with the following conditions:**

1. Resolution of any outstanding Engineering comments from the memo dated October 12, 2020.
2. Final staff review.

Commissioner Jaggon seconded the motion and it passed unanimously. 5-0-0

## VI. Public Communications and Petitions - None

## VII. ADJOURNMENT

**Motion: Commissioner Levine moved to adjourn the meeting at 11:15p.m. Commissioner Smith seconded the motion and it passed unanimously, 5-0-0.**

Respectfully submitted, \_\_\_\_\_, Lisa Ozaki, Recording Secretary

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I certify these minutes were adopted on November 10, 2020

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Jill Levine, Secretary