

MINUTES
TOWN PLANNING AND ZONING COMMISSION
MARCH 9, 2021
7:00 P.M. ONLINE VIRTUAL MEETING
275 BROAD STREET WINDSOR, CT

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

Commissioner Kuintzle and Alternate Commissioner Jaggon were present but not seated.

Absent: Alternate Commissioner Harvey was not present.

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.

Commissioner Mips stated that this would be Commissioner Smith's last meeting since Commissioner Kuintzle was appointed to the Commission to take his seat. Commissioner Mips read Karl Profe's resignation email to the Commission.

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.

1. Letter from Bonnie Karkowski dated Feb. 26, 2021

Commissioner Levine read the letter to the Commission.

2. 903 Day Hill Road - Preliminary Concept Review, Alford Assoc., Inc.

Assistant Town Planner Sealy stated that he has promoted the following panelists for this application: Wilson Alford, Jr. and Mark Greenberg.

Mr. Alford, Engineer from Alford Assoc., Inc. was present and addressed the Commission. Mr. Alford gave the Commission a site plan overview for a service station on Day Hill Road.

Town Planner Barz explained to the Commission about pre-application scrutiny. Town Planner Barz stated that the staff has met and twice reviewed with the applicant. Town Planner Barz said that we need to review the future land use of the Day Hill Corridor. Months ago, there was public workshop to develop a plan for the Day Hill Corridor for a chapter in the POCD. Town Planner Barz explained that a traffic meta-study that was done did not give a clear idea of future truck traffic on Day Hill Road. The Town is in the

process of scoping a new study to see if the corridor can handle these specific land uses going forward. Town Planner Barz stated that he would like to come back to the Commission with a new draft chapter to make sure the land uses are appropriate for the corridor. Town Planner Barz stated that the town staff shared a concern about parts of the corridor that has been so carefully protected being turned into a commercial strip.

Mr. Alford explained that the traffic is not impacted from this parcel. Mr. Alford stated that a service station is needed in this area.

Mark Greenberg, developer for the property, spoke to the Commission. Mr. Greenberg stated that there are several things happening on this parcel from a soccer dome to a hotel. There might also be a U.S. Field Hockey coming to the parcel near the soccer dome.

Town Planner Barz said that he doesn't dispute the minimal traffic impact of the sports uses. They are off-peak traffic generators, but this is not about the traffic. The traffic study would inform the town as to the most appropriate land uses throughout the corridor and then come back to for a future land use plan. Town Planner Barz stated that in the current plan, this site is slated for warehouse flex uses like the rest of Baker Hollow Road.

Commissioner Mips said that she is concerned about Baker Hollow Road where the other access off Marshall Phelps Road is. It's been sitting there a long time. The service station is a good idea, but she does not like it being a truck stop.

Commissioner Levine stated that she lives up in the area and is excited about having a service center. Commissioner Levine said that she doesn't think this is the best place for it though and doesn't like the idea of a truck stop either. She believes there is a strong need for multiple charging stations.

Commissioner Smith stated that the previous and the current Town Planner have worked very hard to make the Day Hill Corridor a very desirable campus. His only concern is that it would turn from an industrial campus into the (Ella Grasso) Turnpike in Windsor Locks type of situation.

Commissioner Mips asked the Commission how they wanted to handle this.

Commissioner Correia agreed with the comments regarding a truck stop. He is excited about a service station, but feels something like a Cumberland Farms would service that area better than what is proposed.

Commissioner Ferraina agreed with Commissioner Correia about a Cumberland Farms. He is not sure about the proposed location though. Commissioner Ferraina said that Town

Planner Barz should create the draft chapter. The Commission all agreed with creating a draft chapter and coming back to them after.

Commissioner Mips asked about the culvert and if it would be taken care of. Town Planner Barz stated that the town has been looking carefully at Baker Hollow Road and explained that it's extremely complicated. The culvert is substandard and most likely cannot take truck traffic. This would have to be improved and it's quite a length of road. Town Planner Barz does not see this being completed unless there are multiple proposals to develop the land along it. Commissioner Mips said that we need to have an access and an egress from Baker Hollow.

Mr. Greenberg stated that there is a certain momentum at the proposed site. He has many interests in the site. He believes the response by town needs to be sooner than later. Mr. Greenberg said that he is happy to get rid of the diesel pumps and install charging stations.

Commissioner Mips stated that the Commission would wait for the draft chapter. Town Planner Barz said that the traffic study should take about a month and he has a draft chapter already.

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

C. Zoning Enforcement Officer's Report – None

D. C.G.S. §8-24 Referral Requests - None

E. Pre-Application Scrutiny - None

F. Re-Approvals/Revisions/Extensions – None

G. Site Plans

H. Minutes

1. December 8, 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 – December 2020

2. Zoning Practice – January 2021

3. Zoning Practice – February 2021

4. Connecticut Federation of Planning and Zoning Agencies – Winter 2021

III. PLANNER'S REPORT

1. Update on recent development.

Town Planner Barz stated that the Amazon facility on Kennedy Road is proceeding very quickly. The sound barrier is being installed. The construction has started at the Amazon last mile facility at 100 Helmsford Way.

Mr. Barz noted the passing of Mario Zavarella, who was town planner for 37 years, instrumental in creating and protecting the Day Hill Corridor and left an indelible mark on Windsor.

IV. BUSINESS MEETING

A. Continuation of New Business – None

B. Application Acceptance

1. **Special Use – 4 Market Circle**, Outdoor Storage, Section 8.6B, W Zone, Market Circle, LLC

2. **Special Use – 316 Palisado Ave.**, Accessory Building, Section 4.4.1 & 4.5.16, AA/AG Zone, Ernest

The Commission directed that the above items would be scheduled for public hearing at the next regular Planning and Zoning Commission meeting on April 13, 2021.

C. Old Business – None

V. PUBLIC HEARINGS

1. **Special Use – 60 Baker Hollow Rd.**, Outdoor Storage, Section 8.6B, I Zone, Metro Roofing Supplies

Commissioner Ferraina recused himself from this application since his brother owns the building. Commissioner Jaggon was seated for this application.

Assistant Town Planner Sealy stated that he has promoted Darek Dabkowski to panelists for this application:

Darek Dabkowski, a representative from Metro Roofing Supplies, was present and addressed the Commission. Mr. Dabkowski said that he is asking permission for outdoor storage of roofing materials. A green screened fence would be installed around the roofing materials.

Commissioner Levine asked how high the pallets would be. Mr. Dabkowski stated that the pallets are three feet tall and double stacked, which would be six feet high, which would be below the eight-foot fence height.

No one spoke neither for nor against the application.

Commissioner Mips asked which building it was on Baker Hollow Road. Town Planner Barz stated that it is the last building.

Town Planner Barz stated that the staff had reviewed the application with the applicant. The Fire Marshal asked that the outdoor storage be marked in paint on the pavement and be made a condition of approval.

Asst. Town Planner Sealy stated that there were no outstanding staff comments for this application. There was a 3.9 site plan that the staff signed off on today.

Motion: Commissioner Levine moved to approve the Special Use – 60 Baker Hollow Road, Shingle Pallets, Section 8.6B, I Zone, Metro Roofing with the following conditions:

1. Outdoor storage area shall be marked on the pavement and pallets at a maximum height of six feet.

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

2. Special Use - 777, 903, 1001 Day Hill Rd., Gravel Removal, Section 15.2.13, I Zone, Alford Assoc., Inc.

Assistant Town Planner Sealy stated that he has promoted Wilson Alford, Jr. as a panelists for this application:

Alternate Commissioner Jaggon stepped down and Commissioner Ferraina was reelected for this application.

Mr. Alford, Engineer from Alford Assoc., Inc. was present and addressed the Commission. Mr. Alford presented the site plan to the Commission and gave an overview of the site. Mr. Alford stated the application is at IWWC now awaiting approval. Mr. Alford stated that the property would be graded down to the elevation of the soccer fields.

Commissioner Mips asked about the detention pond being near another property owner's parcel. Mr. Alford showed Commissioner Mips where the detention basin is on his client's property on the plan.

Town Planner Barz stated that the detention basin is not clearly called out on the map and should be designated on the plan for the next meeting.

Motion: Commissioner Levine moved to continue the public hearing for Special Use – 777, 903, 1001 Day Hill Rd., Gravel Removal, Alford, Assoc., Inc. to April 13, 2021. Commissioner Smith seconded the motion and it passed unanimously. 5-0-0

VI. Public Communications and Petitions

Bonnie Karkowski thanked Commissioner Levine for reading her letter and she looked forward to hearing feedback to all her suggestions.

VII. ADJOURNMENT

Motion: Commissioner Smith moved to adjourn the meeting at 8:12p.m. Commissioner Levine seconded the motion and it passed unanimously, 5-0-0.

Respectfully submitted, _____, Lisa Ozaki, Recording Secretary

I certify these minutes were adopted on April 13, 2021

Jill Levine, Secretary