

**MINUTES  
TOWN PLANNING AND ZONING COMMISSION  
NOVEMBER 14, 2023  
7:00 P.M. HYBRID MEETING  
275 BROAD STREET, WINDSOR, CT**

**Present: Commissioners Mips, Levine, Jaggon, Jepsen, Alternate Commissioner Hallowell was seated for Commissioner Kuintzle, and Alternate Commissioner Harvey**

**Absent: Commissioner Kuintzle and Alternate Commissioner Rivas Plata**

**Also Present: Town Planner Barz and Assistant Town Planner Sealy**

**I. NEW BUSINESS**

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

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

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

Commissioner Jepsen stated that he and Alternate Commissioner Harvey completed land use commissioner training on October 28, 2023 and satisfied the four-hour training requirement.

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

**D. C.G.S. §8-24 Referral Requests**

**1. Acceptance of Infrastructure for Great Pond Phase 2**

Commissioner Jepsen recused himself and Alternate Commissioner Harvey was seated in his place.

Town Engineer Suzanne Choate was present via Zoom and stated that the Great Pond Improvement District and Combustion Engineering, Inc. have asked the town to accept the public improvements, public access easements (along Day Hill Road), and temporary snow storage easement at this time.

Commissioner Mips stated that the maps provided were very helpful.

Commissioner Jaggon said he was not sure if this was the correct forum for his questions but asked if the town had received any complaints about this development. Assistant Town Planner Todd Sealy said that the town has not received any complaints to his knowledge.

Commissioner Jaggon asked if anyone had checked with the Health Department to see if they had received any complaints. Commissioner Mips asked what kind of complaints he was looking for, as this was an acceptance of a roadway.

Commissioner Jaggon said he thought that we should look into it as the site had been remediated and that we are not sure if the site poses a risk to anyone.

Commissioner Levine commented that it was a bit late to be worrying about that.

Commissioner Mips said that it was looked at before it was developed.

Town Planner Eric Barz said that he recalled a conversation with ABB Attorney Keith Knauerhase, who said that they spent over \$100 million and worked with the CT DEEP, the federal Nuclear Regulatory Commission and others to go above and beyond what would normally be done to clean up the site. The area was cleared for all types of development, which allowed residential development like what is going in there today. He said that there is still a property that is being retained by ABB and they have some monitoring wells there. From what he understands, it has nothing to do with the nuclear operation and there should be no issue here.

**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, recommends the Windsor Town Council accept the above rights-of-way, improvements, and easements at Great Pond Development as shown on “Re-Subdivision Plan Great Pond Day Hill Road Windsor, Connecticut,” prepared for Great Pond Improvement District, dated September 10, 2021, last revised April 22, 2022, sheets 1 through 8 of 8, prepared by HIS Hayner/Swanson, Inc. (collectively the “Maps”), which Maps are on file in the Town Clerk’s Office in the Town of Windsor, Connecticut as Map Numbers 6168 through 6176. Commissioner Jaggon seconded the motion and it passed 5-0-0.**

Commissioner Harvey stepped down and Commissioner Jepsen was reseated.

## **2. Washington Park Project Enhancements**

Director of Recreation and Leisure Services Paul Norris was present and discussed the proposed enhancements to the 25 year old playground at Washington Park.

Commissioner Mips asked about the handicapped swing set and if that would be separate. Mr. Norris said the swing set will have three separate swings. One will be a bucket-type swing for toddlers, the second seat is for wheelchair-bound children, who can be harnessed in, and the third seat is a dual seat, where the toddler sits facing the parent and they swing together.

**Motion: Commissioner Levine moved that the Town Planning and Zoning Commission recommend to the Windsor Town Council, pursuant to CGS § 8-24, approval of the proposed Park Improvements project at Washington Park as described.” Commissioner Jepson seconded the motion and it passed 5-0-0.**

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

### **F. Re-Approvals/Revisions/Extensions**

#### **1. 3.9 Site Plan – 605-615 Day Hill Road, Parking lot revision, I Zone, 605-615 Day Hill Rd, LLC**

2. **3.9 Site Plan – 4 Batchelder Road**, Install two arm gate controllers, NZ Zone, Salafia Electric, LLC
3. **3.9 Site Plan – 500 Bloomfield Avenue**, Install handicap ramp, AA Zone, Oasis Christian Church
4. **3.9 Site Plan – 105 Baker Hollow Road**, 8’ wide concrete sidewalk, I Zone, Alford Associates, Inc.

Assistant Town Planner Todd Sealy reviewed the approved applications.

#### **G. Site Plans**

1. **Site Plan Revision – 610 Pigeon Hill Road**, Section 8.6O(1), Self-storage facility, Alford Associates, Inc.

This agenda item was heard during the public hearing portion of the meeting with the corresponding special use application.

#### **H. Minutes**

1. **October 10, 2023**

**Motion: Commissioner Levine moved to approve the minutes of October 10, 2023 as presented. Commissioner Jepsen seconded the motion and it passed 5-0-0.**

#### **I. Adopt 2024 Meeting Schedule**

**Motion: Commissioner Levine moved approval of the proposed 2024 meeting schedule for the Planning and Zoning Commission for the Town of Windsor as amended. Commissioner Jepsen seconded the motion and it passed 5-0-0.**

### **II. MISCELLANEOUS**

#### **A. Connecticut Federation of Planning and Zoning Agencies (CFPZA) – Fall 2023**

Commissioner Levine discussed one of the decisions in the newsletter and was disconcerted to read that expert evidence in another town in Connecticut was not upheld over Commissioners opinions. She thought that expert opinions should carry some weight. Mr. Barz said that Commissioners have local experience that an expert may lack and that the expert may be operating in a theoretical world. He said the Commissioners are free to decide how much weight to give them.

Commissioner Levine said it would be in the best interest of a town to have an expert witness. Mr. Barz said that in Windsor, staff reviews the traffic reports and sometimes hires a third party to review them. It is incumbent upon every town to do that and if they had not, like in this particular case, the judge is saying it is okay and is deferring to the local expertise.

### **III. PLANNER’S REPORT**

#### **A. Update on recent development**

Mr. Barz reported that the Day Hill Soccer Dome is close to getting their certificate of occupancy, and the Target refrigerated warehouse project is close to getting their sprinkler system tested and operating, which

allows them to start charging up the cooling systems and will get to see how they operate and how loud they are. He said all the other exterior work is close to being finished. The flex warehouse across from Northfield Drive is enclosed, the parking lot and truck loading areas have been paved with the binder course, and they are looking to get a new tenant sometime this winter. They will finish the paving in the spring.

He said that the Commission may have read articles or heard about a proposed solar farm on River Street on the Stosonis property. He said the Town has been hearing from neighbors who want to know who is responsible and how they can speak to this item. He said there is some expectation that the Planning and Zoning Commission would have some authority over it and he thought it would be a good time to read something into the record to address questions, explain how residents can participate in the process, and set the record straight as far as commission participation goes. He read information from the [Connecticut Siting Council](https://portal.ct.gov/CSC) (<https://portal.ct.gov/CSC>) and stated that the Commission has no jurisdiction over this and that is in the hands of the Connecticut Siting Council. Residents will need to contact the Siting Council for more information.

#### **IV. BUSINESS MEETING**

##### **A. Application Acceptance**

- 1. Re-subdivision and Special Use – 77 Lincoln Way**, Section 4.5.14, Flag lots, 19.83 acres, A Zone, Riley
- 2. Design Development Concept Plan – 450 and 462 Bloomfield Avenue & 60 and 80 Dunfey Lane**, Multi-family residential development, 201 dwelling units, 11.61 acres, B2 Zone, A.R. Building Company, Inc.
- 3. Subdivision, Site Plan and Special Use – 141 Old Poquonock Avenue & 55 Baker Hollow Road**, 2 lots, Manufacturing & distribution warehouse, Section 8.6Y, I Zone, 37 acres, Alford Associates, Inc.

The above items will be scheduled for public hearing at the next regular Town Planning and Zoning Commission meeting on December 12, 2023.

##### **B. Old Business – None**

#### **V. PUBLIC HEARINGS**

Commissioner Levine read the legal notice into the record.

##### **A. Site Plan Revision & Special Use – 610 Pigeon Hill Road**, Section 8.6O(1), Self storage facility, Alford Associates, Inc.

Engineer and Land Surveyor Christian Alford of Alford Associates, Inc., Beau Raich of SROA Capital and Architect Dave Kaplan of Oliver Architects in Cleveland, Ohio were present and discussed the site, location, zone, acreage, current usage, the proposed new building, and parking.

Commissioner Mips asked where the outdoor storage will go. Mr. Alford said there will be no outdoor storage on this site anymore.

Commissioner Levine asked what will go inside the building and if there would be boats and campers. Mr. Alford said no and asked Mr. Kaplan to talk about the building.

Mr. Kaplan stated that they are displacing the RV and trailer storage area with a self-storage building. He discussed the floor plan, individual storage units and sizes that will be available, climate control, and the covered entrance. He also reviewed the architecture and discussed that the new building will be a single-story building, approximately 24,000 square feet with a standing seam roof and corrugated metal paneling exterior with green gutters and downspouts. He also discussed grading and the need for stormwater retention, existing drive-up units, and gutters will be connected to an underground drainage system.

Commissioner Hallowell asked about the traffic flow and if it circles back. Mr. Alford said no, one would have to turn around and come back out. He provided a visual on the computer on how someone would enter and exit the site.

Commissioner Mips commented that she was surprised that there is a need for small storage spaces like this. Mr. Alford said that it meets the special use requirements in section 8.6O, which requires it to be 500' from a road with no residential areas nearby and it is surrounded by woods, so it is not seen from any streets. Mr. Kaplan provided information about the height of the building and said it was somewhere between 11' and 12'.

Commissioner Mips said that it is a good place for it but cannot believe that they would rather have that than the outdoor storage for the RVs and campers that we have in town.

Town Planner Eric Barz commented that the conditioned space can be very important for the storage of certain items like musical instruments and fine china. He said there is a demand for climate controlled storage.

Commissioner Levine said those storing furniture would want the temperature control too.

Commissioner Levine asked what business backs up to it on Marshall Phelps Road. Mr. Barz said that it is Rolled Alloys now. Commissioner Jepsen noted the plans also named Service Steel Aerospace as the business closest to the proposed building.

Commissioner Levine asked how close the storage building would be to the abutter. Mr. Alford said that the building is approximately 175' from the property line.

Commissioner Jaggon stated that he did not see any comments from the Health Department regarding garbage control and asked Mr. Alford to talk about how items will be disposed. Mr. Alford said that there is a dumpster up by the office. Mr. Raich said the dumpster is not for the tenants and that they do not permit tenants to use it to empty out their units. He said the dumpster is for the manager and if they have to clean out a unit. He said they do not generate a lot of trash.

Commissioner Hallowell asked if we needed to worry about fire truck access or if it had already been cleared. Commissioner Mips said the original area had already been cleared and did not think there had been

any change. Mr. Alford agreed and stated that they have provided an area for a fire truck to turnaround at the very end and said that there are fire hydrants out there.

Public Comment: Caeden Winborne of 4 Hampden Place asked if there was a landscaping plan.

Mr. Sealy stated that staff met with the applicant and reviewed the application. There were some outstanding comments in the Commission's packets from Planning and Engineering but since the packets went out the applicant has addressed the Engineering comments. He added that these facilities are unique in Windsor and there are only two of them. He stated that the Wetlands Agent has reviewed the application and provided a memo with a list of conditions. Mr. Sealy asked that the Commission condition the approval with resolution of the Planning comments dated October 27, 2023. He read the comments to the Commission, which included site lighting, rear door and ADA accessible exit route and include integral gutters and downspouts. He believed most of the comments had been addressed but were still working on the site lighting.

Commissioner Mips asked if anyone could speak to Mr. Winborne's comments about the landscaping. Mr. Alford said that they are not proposing any new landscaping and that it is surrounded by trees. He said there is landscaping up at the entrance of the main office building.

Commissioner Hallowell said that she had asked about the fire truck because the area used to be open land and now there will be a building there and she wondered if it would change the original approval by the Fire Department. Mr. Sealy said that the Fire Marshal reviewed it and she did not have any concerns. He said they did provide adequate space for a turnaround and there are fire hydrants out there.

**Motion: Commissioner Levine moved approval of the special use for 610 Pigeon Hill Road under section 8.6O(1), Self-storage facility, pending resolution of all outstanding issues with town staff. Commissioner Jepsen seconded the motion and it passed 5-0-0.**

**Motion: Commissioner Levine moved approval of the site plan for 610 Pigeon Hill Road, under section 8.6O(1), Self-storage facility, for Alford Associates. Commissioner Jepsen seconded the motion and it passed 5-0-0.**

**B. Zone Change – 1531 Poquonock Avenue, AA to AG Zone, 16.17 acres, Khan**  
*Continued to December 12, 2023.*

## **VI. PUBLIC COMMUNICATIONS AND PETITIONS – None**

## **VII. ADJOURNMENT**

**Motion: Commissioner Hallowell moved to adjourn the meeting at 7:49 p.m.**  
**Commissioner Jepsen seconded the motion and it passed 5-0-0.**

Respectfully submitted, \_\_\_\_\_, Andrea D. Marcavitch, Recording Secretary on  
November 14, 2023.

TP&ZC

November 14, 2023

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APPROVED

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Jill Levine, Secretary