

**TOWN OF EAST WINDSOR
PLANNING AND ZONING COMMISSION**

REGULAR Meeting #1789

Meeting held via ZOOM Teleconference
Meeting ID: 332 683 3563
Town Hall closed to the public by
Executive Order of First Selectman Bowsza
due to Coronavirus pandemic

MEETING MINUTES

*******Minutes are not official until approved at a subsequent meeting*******

Chairman Ouellette called the Meeting #1789 dated October 27, 2020 Regular Meeting of the East Windsor Planning and Zoning Commission to Order at 6:31 p.m. The Meeting is being held via teleconference due to closure of the Town Hall to the public as the result of the coronavirus epidemic.

PRESENT: **Regular Members:** Joe Ouellette (Chairman), Michael Kowalski, Tim Moore (dialed in via phone after the establishment of quorum), Dick Sullivan, and Jim Thurz.

Alternate Members: Anne Gobin, and Frank Gowdy

ABSENT: All Regular and Alternate Members signed in to the Meeting. (There is presently one vacancy in the Alternate Membership).

Also present was Interim Town Planner Michael D'Amato.

GUESTS/SPEAKERS: First Selectman Bowsza and Chairman Ouellette co-hosted the meeting. Also present were: Alan Baker, Board of Selectman Liaison to the Planning and Zoning Commission; Tim Coon, of J. R. Russo & Associates, representing the Silverman Group; Dan Lacz, Vice President, Development & Construction, the Silverman Group; Marek Kement, and Terri Hahn, of LADA, PC, Land Planners.

Public: Terri Tracey-Donahue, Louis George, Austin Holden, Barbel, Jeffrey, Maria, Pedro, Stacy, and Tony B

ESTABLISHMENT OF QUORUM:

Chairman Ouellette noted a quorum was established as four Regular Members were present at the Call to Order. Chairman Ouellette queried if Regular Commissioner Moore was present via phone dial-in; there was no response to his question. Following in accordance with the service rotation schedule Chairman Ouellette requested Alternate

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Member Frank Gowdy to join the Board regarding discussion and action on all Items of Business this evening as well. Commissioner Moore joined the meeting later via phone.

LEGAL NOTICE: None.

ADDED AGENDA ITEMS: None.

PUBLIC PARTICIPATION:

Chairman Ouellette queried the audience for comments regarding items/issues not posted on the Agenda. No one requested to speak.

Commissioner Sullivan, who has resigned from the Board, requested to address the Commission. Commissioner Sullivan thanked everyone for their kind wishes he received eight or nine days ago; he is grateful for everyone's comments. Commissioner Sullivan indicated serving on the Board has been a very gratifying experience, especially for someone who didn't know a lot about what this Board does in the beginning. We do have a responsibility to the people of the Town that most either do not understand, or are not even aware that we do this. To be thanked in the way he was thanked he is more than grateful to all of you. Believe me when I tell you it made my day. I want to thank you all very much.

Chairman Ouellette thanked Commissioner Sullivan as well; he indicated he's learned a lot from Commissioner Sullivan as well as each of the other Commissioners. Chairman Ouellette indicated Commissioner Sullivan has been a mentor for him. Chairman Ouellette indicated Commissioner Sullivan has served the Town and the Commission great; he wished him well in his six months away from home here.

Commissioner Sullivan thanked Chairman Ouellette as well.

APPROVAL OF MINUTES/September 22, 2020:

MOTION: To APPROVE the Minutes of the East Windsor Planning and Zoning Commission Regular Meeting #1788 dated September 22, 2020 as presented.

Kowalski moved/Sullivan seconded/DISCUSSION: None.

VOTE by show of hands: In Favor: Ouellette/Sullivan/Thurz/Kowalski/Gowdy
(No one opposed/No Abstentions)

RECEIPT OF APPLICATIONS:

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Refer to **NEW BUSINESS/A. The Silverman Group Site Plan Modification – Construction of a 150,000 SF future addition warehouse/distribution building at 12 South Main Street (B-1 Zone; Map 071, Block 11, Lot 3A1 and M-1 Zone; Map 071, Block 11, Lot 010, Map 071, Block 11; Lot 6A, Map 081, Block 11, Lot 082) owned by SL 12 South Main Street, LLC. (Deadline for decision December 31, 2020):**

PERFORMANCE BONDS – ACTIONS; PERMIT EXTENSIONS; ROAD ACCEPTANCE

No requests presented under this Item of Business this evening.

CONTINUED PUBLIC HEARINGS: None.

NEW PUBLIC HEARINGS: None.

NEW BUSINESS/A. The Silverman Group Site Plan Modification – Construction of a 150,000 SF future addition warehouse/distribution building at 12 South Main Street (B-1 Zone; Map 071, Block 11, Lot 3A1 and M-1 Zone; Map 071, Block 11, Lot 010, Map 071, Block 11; Lot 6A, Map 081, Block 11, Lot 082) owned by SL 12 South Main Street, LLC. (Deadline for decision December 31, 2020):

Joining the Commission to discuss this new application was Tim Coon, of J. R. Russo & Associates, LLC. Also available virtually was Dan Lacz, Vice President, Development & Construction, the Silverman Group.

This application was recently received in the Planning Office; discussion this evening is the Commission's initial exposure to the current proposal.

Mr. Coon opened discussion by noting that the Silverman Group owns property at 12 South Main Street which encompasses four parcels which extend from South Main Street, up to Wagner Lane, out to South Water Street. The property includes frontage on South Main Street in the B-1 Zone; the majority of the remaining properties are located in the M-1 Zone. The total site consists of 22.2+/- acres.

Mr. Coon reported that in February of 2019 a Site Plan Application was approved for Sardilli Produce for a warehouse manufacturing facility which included maintenance of their fleet of trucks. In June, 2020 a Site Plan Modification was approved for the Silverman Group for a multi-tenant warehouse and distribution facility including 2 buildings, 80 loading docks, 51 truck spaces, 302 employee spaces (down from the 372 approved for the Sardilli Application); it also eliminated the maintenance facility and the fueling station. The Silverman proposal was a less intense use, and proposed to generate

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less traffic, than the Sardilli Application. Mr. Coon indicated the Silverman proposal was approved by this Commission at the end of June, and is under construction on spec.

The Silverman Group has been approached by a single tenant user who would use the site for warehousing and distribution as well. Mr. Coon shared his screen with the meeting participants to reference the Site Plan sheets as he made his presentation. Mr. Coon indicated the revised/modified Site Plan would go from two to one building, which would reduce the building coverage from 246,240 to 200,000 square feet. The building would be built in 2 phases, the 150,000 square foot initial project, and a 50,000 square foot addition. The number of employee parking spaces would be reduced from 201 spaces to 141. Mr. Coon referenced the previous 2-building approval and its related parking locations to the current single-building proposal, noting employee parking has been located near the building rather than around the building; this use would incorporate 10 loading docks, and reduce impervious coverage by 3 ½ acres. Mr. Coon indicated they have eliminated truck parking/activity that had previously been approved in the southeast corner nearest the residents along South Water Street. This proposal includes the addition of an outside storage yard to the west of the building; Mr. Coon noted outside storage is an approved/permitted use in this M-1 Zone. The outside storage yard will be fenced in, and screened with an 8 foot high berm on which they will plant a double row of evergreen trees; they are also putting a double row of arborvitae on the south end of the loading area for screening.

Mr. Coon indicated there have also been revisions proposed to the Landscaping Plan, and the Photometric Plan, as well as revisions to the drainage utilities to accommodate this new proposal.

Mr. Coon indicated they're now proposing a sidewalk between the 2 exits onto the South Water Street frontage .

Mr. Coon indicated they are maintaining the previously approved access, and internal circulation of the site. They have a single "entrance only" off of Route 5 to the west, employee and car access will be split to access the employee parking area; they will have their own exit driveway which will circle the building and exit onto South Water Street (Mr. Coon referenced the employee access location on the Site Plan). The trucks will be directed to the south where they'll have access to the storage yard; they'll have a "truck-only exit" onto South Water Street on the south end of the site. Mr. Coon recalled that this was the same exit locations approved for the Sardilli Application and the previous Silverman modification; this access is maintained because of the heavy traffic volume at the Route 5 frontage and the location of this site is where the two southbound lanes of Route 5 merge. Mr. Coon indicated that everyone involved agreed it would be a better design for the traffic to exit on South Water Street where they could head back to Route 5 and utilize the existing signalized intersection. Mr. Coon indicated that proposal was

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submitted to OSTA (Office of State Traffic Administration), who approved it as part of the Sardilli Application. He noted none of those improvements at the intersection have changed. Mr. Coon indicated that at the request of the Local Traffic Authority and Chief of Police they have added at the entrance a designated “right-turn in” lane from the southbound lane of Route 5 (off of South Main Street).

Mr. Coon noted they’ve provided a trip generation comparison prepared by Burbaris Traffic Associates. The report compares traffic generation from this modification to the previously approved modification and indicates a reduction of approximately 25% in the peak traffic generation from the site.

Mr. Coon indicated they have received comments from Town Engineer Norton, who has no problem with the modification. He has also received comments from Interim Town Planner D’Amato, which they have addressed to his satisfaction.

Mr. Coon concluded that this modification to a single user further reduces the intensity of what has previously been approved and the potential impacts. Mr. Coon suggested they believe that the plans meet regulation criteria; he hoped for approval of this application this evening.

Chairman Ouellette opened discussion on Mr. Coon’s comments regarding points cited in Interim Town Planner D’Amato’s memo, noting he had heard some of the responses. Mr. Coon referenced his letter of 10/26/2020 to Interim Town Planner D’Amato, which he assumed had been provided for the Commission. Mr. Coon provided the following summarization:

Plan comments:

1. **Requirement for shade trees at 50 foot intervals along the site perimeter/frontage** - referencing the Landscape Plan, Mr. Coon indicated they are providing/substituting 181 evergreen trees along the berm to address the need for screening, as well as street trees at a portion of the South Main Street frontage.
2. **Add landscaping in the islands in the parking lot** – Mr. Coon indicated they will be adding additional trees at the end islands within the parking lot.
3. **Addition of 8 inch concrete pad in loading areas** – Mr. Coon agreed to add concrete pads at the loading docks at the rear of the building.
4. **Provision for loading docks for all tenants (regarding potential expansion)** – Mr. Coon noted this is a single tenant user, expansion is intended to be for the primary tenant.

General comments:

1. **Height of outside storage** – Mr. Coon indicated the allowable height for outside storage under an industrial use is 25 feet.

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2. **Parcels must be merged** – Mr. Coon indicated that was the intent under the original plan; that merger has been completed; a copy of the deed has been provided for the Planning Office.

Chairman Ouellette queried Interim Town Planner D’Amato regarding Mr. Coon’s comments.

Interim Town Planner D’Amato noted he received Mr. Coon’s response yesterday; they had also communicated via phone regarding the proposal.

- With regard to **the shade trees**, he felt it was appropriate that they put that effort into the buffering and the berm because of the adjacent property uses.
- The other revisions will be incorporated into the plans.
- Regarding the **outside storage (height)** comment, that was based on the fact that when they did the plan review they didn’t know what the outside storage would entail. Under the current regulations some uses are allowed/permitted while others require Special Use Permits.
- Regarding the **merger of the parcels**, his intent was for that information to be reflected in the record.

Interim Town Planner D’Amato felt Mr. Coon’s comments address everything that’s been communicated.

Chairman Ouellette queried the Commissioners for comments:

Commissioner Gobin:

- **Type of material storage:** Commissioner Gobin noted that during the previous approval the tenants were unknown; the tenant for the current proposal has been acknowledged. She questioned what the outside storage will be; she cited concerns for dust if the materials might be dirt or similar materials. Mr. Coon suggested the material storage will be lumber. Commissioner Gobin questioned if the lumber would be stored on pallets so it won’t blow around; Mr. Coon replied affirmatively.
- **Height of material storage relative to abutter visibility:** Commissioner Gobin questioned if the material piles can be 25 high will they be visible to the abutters at the rear of the property? Mr. Coon felt the 8 foot berm and the additional evergreen screening would prohibit visibility for the abutters, unless they were viewing from a second story.

Commissioner Kowalski:

- **Anticipated timeframe for expansion:** Mr. Coon deferred to Mr. Lacz, who indicated there isn’t a hard calendar date; it’s there for future expansion. At the

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- request of Chairman Ouellette, Mr. Lacz identified himself as Mr. Dan Lacz (195 Morristown Road, Basking Ridge, NJ), Vice President, Development & Construction, the Silverman Group, and the applicant for this project.
- **Condition of potential expansion area:** Commissioner Kowalski questioned how will the area proposed for future expansion be finished; will it be loamed, seeded, are you putting any preliminary footings in there? Mr. Coon suggested it will be loamed and seeded until they decide to proceed with the future addition.
 - **Location of dumpster and screening:** Commissioner Kowalski suggested he didn't see the location of the dumpster reflected on the plan. Mr. Coon indicated the dumpster will be located within the loading area, and will be screened by the perimeter screening. There will be ramps going up into the building at floor level, areas adjacent to the loading docks are being provided for the dumpsters.
 - **Plowing of storage area:** Commissioner Kowalski questioned that the storage area will be paved; will there be adequate space to push snow? Mr. Coon suggested it would depend how they set up their storage area, but if they need to remove snow by bucket loader they could stockpile it on the lawn area.

Commissioner Thurz:

- **Use of refrigerated trucks with this proposal:** Commissioner Thurz noted this proposal has been identified as lumber storage; he questioned that the use of refrigerated trucks is no longer involved? Mr. Coon suggested the refrigerated trucks was associated with the Sardilli Application, which involved produce; this is lumber storage, he doesn't anticipate the use of refrigerated trucks.

Commissioner Sullivan:

- **Hours, and nature of operation on a day to day basis:** Mr. Coon indicated the proposed use is warehousing and distribution center for building materials; he deferred to Mr. Lacz regarding the hours of operation.
- **User access to the proposed use:** Commissioner Sullivan questioned if this operation is going to be open to the general public, or just contractors, or is it going to be just a shipping and receiving location for tractor trailers? Mr. Lacz, of the Silverman Group, indicated the facility is open to customers but not the general public; it's more of a commercial grade operation and the shipping and receiving for the businesses and inventorying the product for their customer; it's not a retail store. Mr. Lacz indicated the hours of operation will be 2 primary shifts, with a skeleton crew overnight but not truly operating. It's 24/7 per the zoning but not a true shift overnight.
- **Activities proposed:** Commissioner Sullivan questioned if any manufacturing of the lumber would occur at this site – would there be any cutting, sawing, stapling, nailing occurring? Mr. Lacz replied negatively.

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Commissioner Gowdy indicated all his questions had already been answered; he had no further questions.

Chairman Ouellette:

- **Sightline on South Water Street:** Chairman Ouellette referenced the 4 to 8 foot berms; he questioned if there were any sightline concerns, particularly from the easterly or southerly drive from South Water Street? Mr. Coon indicated they've set the berms back to not interfere with the sightline. He referenced a sheet of the Site Plan, noting the open space which was provided to accommodate the sightline from the adjacent driveway looking to the south. Chairman Ouellette questioned the condition for the other driveway looking south? Mr. Coon suggested the same considerations had been made regarding that sightline.
- **Recommendation of the local traffic authority:** Chairman Ouellette noted he wasn't opposed to the recommendation for a right turn lane off of Route 5 at the site driveway which was made by the local traffic authority but he queried Mr. Coon for the history for the recommendation. Mr. Coon indicated he believed it was because of a recent report which came out citing a significant number of accidents at the site location where the lanes merge; he felt they had a concern for tractor trailers turning right into the site it would add to the congestion in the area and felt if the designated right-turn lane was installed it would help alleviate the problem.
- **Noise associated with outside storage:** Chairman Ouellette noted it's been established that the outside storage will be lumber; he questioned forklifts would be used to move the materials around the site? He noted he understands this is a permitted use, but he questioned if there would be excessive noise coming from the back of the facility other than motor vehicles? He noted the noise won't be heard inside the warehouse. Mr. Coon deferred to Mr. Lacz. Mr. Lacz indicated there will be material handling outside with forklifts which are normally quieter than truck deliveries; there will be activity within that yard for handling of materials.
- **Emergency access drive onto Wagner Lane:** Chairman Ouellette noted the emergency access drive exiting to Wagner Lane reflected on the plans; he questioned why that was gravel? Mr. Coon indicated they didn't want that to be used as a regular access so they proposed the gravel which they felt could support the emergency vehicles; the Fire Marshal was ok with it. Chairman Ouellette indicated he didn't oppose the proposal but thought it would be difficult to plow; he thought the gate would deter people from trying to access the site.
- **Future expansion:** Chairman Ouellette questioned what the scenario would be for future expansion to take place. Would it be a demand for more storage for a successful business, or because there's room on the site? Mr. Lacz, of the Silverman Group, indicated it's built in for the future plans of the company.

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They're projecting more indoor storage vs. outdoor, so it's built in for increased capacity for the same tenant.

Chairman Ouellette queried Interim Town Planner for additional comments. Interim Town Planner D'Amato noted the following:

- Receipt of memo from the WPCA indicating if there's a change in the conveyance they'll need a new application.
- Receipt of memo from Town Engineer Norton indicating he has no problems with the proposal.
- Mr. Coon mentioned the information on the trip generation comparison, and the photometrics.

Interim Town Planner D'Amato indicated staff lacks a response from the Fire Marshal, which is part of the reason the Commission has not received a staff memo regarding consideration of the application. He indicated that particularly with the large area of outside storage staff wants to be sure the Fire Marshal is comfortable with the layout of the yard from a fire and safety perspective.

Chairman Ouellette queried the Commissioners for additional comments.

Commissioner Sullivan:

Activity within outdoor storage: With the outdoor forklift traffic is it conceivable that that could be happening at 10 o'clock at night, or 4 in the morning? He cited the equipment would all have back-up alarms. Mr. Lacz indicated the equipment does have back-up alarms; the activities could occur as Commissioner Sullivan indicated. They are not asking for any restrictions of the use ordinance but he felt that would be highly unlikely as the movement of materials would occur during the day.

Commissioner Kowalski:

Overnight deliveries: Commissioner Kowalski questioned if they would be accepting deliveries in the off hours? Mr. Lacz replied affirmatively, noting it's a 2 shift operation. Deliveries and unloading will occur during the two conventional shifts but they can't be restricted on overnight deliveries. Mr. Coon recalled that the 2 prior applications also had similar activities – probably more intense – included in the proposals.

Chairman Ouellette called for final comments from the Board.

Commissioner Gobin:

- **Communication with the neighbors:** Commissioner Gobin noted First Selectman Bowsza had advised the Commission the neighbors had concerns because they

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had no input, and were not advised of what was going on with the previous applications, she questioned if the applicant has communicated with the neighbors so they could understand what's going on? Mr. Lacz indicated the concerns of the neighbors have been brought to their attention. He noted they had purchased this from Sardilli, which was a larger operation, and inherited curb cuts which were reviewed and approved by the local traffic authority and OSTA. Mr. Lacz indicated they were asked to increase the berms, which they did as a good neighbor; they increased the landscaping, and have included a sidewalk which was requested by the neighbors. Other concerns regarding driveway location, sight distance, etc. he wasn't able to redesign due to engineering and OSTA approvals. Commissioner Gobin queried that Mr. Lacz was confirming that he's spoken to the abutters? Mr. Lacz indicated the concerns were brought to his attention through various channels and he instructed Mr. Coon to make the accommodations they requested. Commissioner Gobin questioned that the information that this is a lumber storage facility has been shared with the abutters? Mr. Lacz indicated he did not share that information; they were asked to increase the berms and include the sidewalk based on the larger project being considered for approval.

Chairman Ouellette noted the Commission would consider this application at the next Commission meeting. He suggested Mr. Coon make the necessary plan revisions, including the Fire Marshal's comments; Interim Town Planner D'Amato suggested Mr. Coon work with him to keep plan revisions to a minimum.

Chairman Ouellette queried the Commissioners for final comments; no one raised any additional questions.

MOTION: To CONTINUE the Application of the Silverman Group Site Plan Modification – Construction of a 150,000 SF future addition warehouse/distribution building at 12 South Main Street (B-1 Zone; Map 071, Block 11, Lot 3A1 and M-1 Zone; Map 071, Block 11, Lot 010, Map 071, Block 11; Lot 6A, Map 081, Block 11, Lot 082) owned by SL 12 South Main Street, LLC. The Application is continued to the Commission's regularly scheduled meeting on November 12, 2020, at 6:30 p.m.; the meeting will be held via ZOOM.

Kowalski moved/Gowdy seconded/DISCUSSION: None

**VOTE by show of hands: In Favor: Ouellette/Sullivan/Thurz/Kowalski/Gowdy
(No one opposed/No Abstentions)**

OLD BUSINESS/A. Warehouse Point Planning Study to include Terri Han of LADA, P.C. Land Planners:

Mrs. Hahn was unable to access the meeting at this time; Chairman Ouellette requested a motion to take Agenda item **7/A, Informal discussion regarding Quarry Meadows** to include Marek Kement next.

MOTION: To GO OUT OF THE AGENDA ORDER and take item XII. 7/A. Informal discussion regarding Quarry Meadows to include Marek Kement next.

Kowalski moved/Gowdy seconded/DISCUSSION: None

**VOTE by show of hands: In Favor: Ouellette/Sullivan/Thurz/Kowalski/Gowdy
(No one opposed/No Abstentions)**

OTHER BUSINESS/A. Informal discussion regarding Quarry Meadows to include Marek Kement:

Marek Kement joined the Commission for an informal discussion on an alternative proposal for the Quarry Meadows subdivision. Mr. Kement indicated he's representing himself, and his family.

Mr. Kement recalled the original Quarry Meadows Subdivision Plan was approved in 2006; that approval allowed the development of 48 lots in an R-3 Zone. Following that approval the family has been in court regarding tax issues on the subdivision. In 2007 and 2008 the nation suffered the economic downturn. Mr. Kement reported the storm drainage and the gravity sewer have been installed already; the pump station on Depot Street up to Quarry Meadows remains to be done, as well as the paving of the interior roads. The parcel is served by public water.

Mr. Kement reported they've tried to market the subdivision but everyone they approached has said the subdivision as proposed isn't economically feasible today. As an alternative he's considering increasing the density of the project to allow the construction of more houses; that proposal would require a Zone Change to a Multi-Family Development District (MFDD). Mr. Kement suggested under the MFDD dwelling density would increase from 1 or 2 units per acre to 4.

Mr. Kement suggested one consideration for this proposal is to determine how it fits in the Plan of Conservation and Development. He referenced The Mansions, on North Road, was constructed in a MFDD; Scantic Glen condominiums is a multi-unit development.

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Mr. Kement offered the Commission a conceptual layout for The Village at Quarry Meadows, which would be developed as a condominium complex utilizing the existing street layout because of the existing infrastructure. The parcel has a water line going through the property to the Myers subdivision located on East Road. Mr. Kement referenced a sketch depicting the units, which would be single family detached units containing 1,400 to 1,600 square feet with a 2 car garage. The units would be 2 and 3 bedrooms to maintain the rural context of the area. Mr. Kement noted he's created a rotary at the Depot Street entrance to screen the development; an emergency access would be created off of Sullivan Farms Road which would be gated to prevent the access from becoming a cut-through. Amenities for the complex would include a clubhouse with a pool, tennis courts, a playscape, a dog park, 2+ miles of walking and recreational trails around the perimeter of the development, and access to the Broad Brook stream. Mr. Kement indicated he wanted to build detached units to keep the rural environment; he would agree to that as a condition of approval.

Mr. Kement reported he has met with Town staff regarding the proposal. Town Engineer Norton likes the proposal; it's a private community which not require Town responsibility for maintenance.

Commissioner Sullivan:

Number of units being proposed: Mr. Kement indicated the conceptual drawing proposes 156 units; the minimum would be 88 units. If he includes the piece in Ellington the density would increase to 204.

Traffic impact: Referencing the exit on Depot Street Commissioner Sullivan questioned the amount of additional traffic this proposal might cause? Mr. Kement indicated he would be doing a traffic study if he proceeds with the formal application; he felt the traffic would actually be split between Depot Street and Ellington.

Number of bedrooms: Mr. Kement replied the regulations allow 2 and 3 bedroom units.

Commissioner Gowdy:

Access to Broad Brook stream: Commissioner Gowdy acknowledged the access to the Broad Brook stream but noted that a private organization/fishing club leases rights to use the stream access; only club members could fish in the brook. Mr. Kement indicated he would look into that further.

Commissioner Thurz felt this was a good idea for a piece of property that's been open for 15 years. He questioned if this was the property that was excavated too deeply; Mr. Kement replied affirmatively. Commissioner Thurz suggested people will like the amenities. He didn't feel there was that much traffic cutting through that area presently.

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Commissioner Gowdy suggested the proposal is a good idea; it just needs more work. Mr. Kement indicated he wanted to give the Commission an idea of what he's considering before presenting a formal application.

Commissioner Kowalski:

Any age restrictions: Mr. Kement indicated the complex would be for everyone; no age restrictions.

Would the development be done in phases: Mr. Kement indicated the proposal would be one complete development, but he would propose to build 10 to 15 units per year.

Would amenities be built at the beginning or the end of the project: Mr. Kement indicated he didn't know the process but felt the amenities would be added after 1/3 of the project had been completed.

Any affordable units: Mr. Kement replied negatively.

Commissioner Gowdy noted when The Mansions had been proposed people were concerned that it would significantly increase the school population - actually, only 3 kids lived at The Mansions when the project was completed.

Commissioner Gobin:

Distance between units: Commissioner Gobin suggested she likes the detached units. She questioned the distance between units; she suggested it looks tight between some of the decks. Mr. Kement estimated the distance between the buildings to be 70 feet; he felt the distance between neighbors would be approximately 40 feet. Commissioner Gobin indicated she liked the architectural rendering of the units.

Mr. Kement indicated the complex would have a Homeowners Association who would take care of the maintenance of the complex.

Chairman Ouellette liked the project. As a private community he questioned how difficult it would be to keep non-residents from using the amenities or trails? Mr. Kement indicated he was still working on that. Commissioner Gobin suggested that in Florida it's fenced, and you need a card to get into the pool area.

Chairman Ouellette questioned Interim Town Planner D'Amato for comments. Interim Town Planner D'Amato suggested this proposal makes use of an under-utilized property which provides another housing option in town. There are a few regulatory hurdles Mr. Kement needs to address, such as the density, and if a MFDD is allowed in this location, but he wanted the Commission's input before he moved forward. Chairman Ouellette suggested he didn't hear any negative comments from the Commission; Mr. Kement indicated he received direction and would now look further into the density and the yield before moving forward.

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Commissioner Moore:

Alternate dwelling styles: Commissioner Moore asked if Mr. Kement would consider 2 or 3 dwelling styles, or 1 or 2 units attached? Mr. Kement suggested he liked the detached units because it fits with the area. He felt that not all of the units would be the same when constructing the project; he had used the one style to give the Commission an idea of the architecture.

The consensus of the Commission was for Mr. Kement to work on the proposal and return with a formal proposal.

Chairman Ouellette suggested the Commission return to the Agenda as posted. He felt Mrs. Hahn was now able to join the meeting.

OLD BUSINESS/A. Warehouse Point Planning Study to include Terri Han of LADA, P.C. Land Planners:

Terri Hahn, of LADA, LC, Land Planners, joined the Board. Mrs. Hahn noted the project is coming to an end and must be completed by the beginning of 2021. Mrs. Hahn presented the Commission with a project schedule with topics to be completed meeting by meeting. Interim Town Planner D'Amato indicated this schedule is the goal so the DECD (Department of Economic and Community Development) can close out the project and the Town can get reimbursed.

Mrs. Hahn gave a lengthy presentation of materials the Commission must review and concur with the conclusions, including a final land use map, final zoning map, final site plan, final bulk and use table, and proposed zoning regulations specific to Warehouse Point study area. Mrs. Hahn also submitted a proposed community survey to be implemented via SurveyMonkey and mailed to Warehouse Point residents, and discussed the presentation material for public participation as that can be accomplished under the COVID restrictions.

Lengthy discussion followed. Chairman Ouellette noted the Commission's homework for the next meeting is review and comments on the proposed zoning regulations, and comments on the survey. Commissioners were requested to direct comments to Interim Town Planner D'Amato.

CORRESPONDENCE:

Interim Town Planner D'Amato noted he had nothing regarding **CORRESPONDENCE** but he advised the Commission that all support documentation for the Commission Meeting will be deposited in a folder on OneDrive. Commissioners, and the public, can

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access the various material via the link identified on the Meeting agenda. This method makes the material easily available for everyone, and solves the capacity problems staff

has had mailing lengthy site plans and support documentation. Discussion followed regarding authorization for posting information to OneDrive. It was noted that material may be received after release of the paper packet copies; Commissioners should check the OneDrive link prior to the meeting to check for late submissions.

Chairman Ouellette questioned the status of the Charbonneau/Apothecaries Hall Enterprises permit extension. Interim Town Planner D'Amato reported he and ZEO Calabrese are both working on the status of that permit. Commissioner Sullivan reported that the previous Saturday 42 ATV drivers drove down the railroad tracks to access the Charbonneau pit; some of the people were there until 10 at night. He suggested there hasn't been a lot of effort on the owner's part to remedy that situation. Commissioner Gobin noted they also drive up Ellsworth Road; Commissioner Moore suggested people are driving up from South Windsor. First Selectman Bowsza requested people call the Police Department they're aware the drivers are staging; the Police can't respond if they're not aware of the situation.

Interim Town Planner D'Amato advised the Commission he and ZEO Calabrese are proposing that she make a monthly presentation to the Commission. The Commission agreed; ZEO Calabrese's presentation will be an agenda item for the Commission's first meeting of the month.

BUSINESS MEETING/A. Election of Officers:

Chairman Ouellette noted he will take nominations for the various positions. Discussion followed regarding the Vice Chairman position. Commissioner Thurz nominated Commissioner Kowalski; Commissioner Kowalski declined due to his daily work schedule. The Commission deferred appointment of a Vice Chairman until after new members are appointed to the Commission following Commissioner Sullivan's resignation.

MOTION: To APPOINT Joe Ouellette as Chairman and Tim Moore as Secretary of the Planning and Zoning Commission.

Kowalski moved/Gowdy seconded/DISCUSSION: None

**VOTE by show of hands: In Favor: Ouellette/Sullivan/Thurz/Kowalski/Gowdy
(No one opposed/No Abstentions)**

Chairman Ouellette noted it's been an honor serving with Commissioner Sullivan; he hoped to see him when he's in town. Commissioner Sullivan suggested it's been a privilege to serve on the Commission; he wished everyone a Happy Thanksgiving.

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MOTION: To ADJOURN this Meeting at 9:07 p.m.

Kowalski moved/Thurz seconded/VOTE: In Favor: Unanimous

Respectfully submitted,

Peg Hoffman, Recording Secretary, East Windsor Planning and Zoning Commission