

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

REGULAR Meeting #1828

June 14, 2022

6:30 p.m.

**John Daly Jr. Meeting Room (Town Hall)
11 Rye Street, Broad Brook, CT. 06016
(In-person)**

AND

*via ZOOM Teleconference
Meeting ID: 714 897 1799*

MEETING MINUTES

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

I. TIME AND PLACE OF MEETING:

Chairman Gobin called Regular Meeting #1828 of the East Windsor Planning and Zoning Commission dated June 14, 2022 to Order at 6:30 p.m. The Meeting is being held in-person in the John Daly, Jr. Meeting Room, Town Hall, 11 Rye Street, Broad Brook, CT., and via telconference as well..

PRESENT: **Regular Members:** Anne Gobin (Chairman), Frank Gowdy, Michael Kowalski (Vice Chairman), and Jim Thurz (Secretary).

Alternate Members: David Leason. There are presently two vacancies for Alternate members.

ABSENT: Regular Member Joseph Sauerhoefer was unable to attend this meeting.

GUESTS/SPEAKERS present in-person: Director of Planning and Development/Town Planner Calabrese hosted the meeting. Also present in person were: Planning Consultant Michael D'Amato, Jay Ussery, of J. R. Russo & Associates, LLC, and Attorney Thomas Fahey, of the law firm of Fahey and Landolina & Associates, LLC, and Alan Baker, Board of Selectman Liaison to the Planning and Zoning Commission.

**TOWN OF EAST WINDSOR
PLANNING AND ZONING COMMISSION
Regular Meeting #1828 – June 14, 2022
In-Person and
ZOOM Teleconference
Meeting ID: 714 897 1799
MEETING MINUTES**

2

GUESTS/SPEAKERS present remotely identified as they sign in: Jason Quimet, of the Beta Group, Josh Sullivan, of the Beta Group; Don's I-Phone; Peg (Margaret) Hoffman, Recording Secretary.

II. ESTABLISHMENT OF QUORUM:

A quorum was established as four Regular Members and Alternate Member Leason were present at the Call to Order. Chairman Gobin requested Alternate Member Leason to join the Board regarding discussion and action on all Items of Business this evening as well. Regular Member Sauerhoefer was unable to join the Commission this evening.

III. ADDED AGENDA ITEMS:

Chairman Gobin noted **ADDED AGENDA ITEMS** will be noted under **RECEIPT OF NEW APPLICATIONS.**

IV. LEGAL NOTICE: None.

V. PUBLIC PARTICIPATION (FOR ITEMS NOT LISTED ON THE AGENDA):

Chairman Gobin queried the in-person audience for comments regarding items/issues not posted on the Agenda. No one requested to speak. Chairman Gobin then offered the remote participants the opportunity to comment; no one requested to be acknowledged.

VI. APPROVAL OF MINUTES:

a. May 10, 2022 – Regular Meeting of PZC:

Chairman Gobin noted the availability of the Meeting Minutes of Regular Meeting #1826 dated May 10, 2022; she queried the Commission for comments or revisions. No one requested any changes.

MOTION: To APPROVE the Minutes of Regular Meeting #1826 dated May 10, 2022 as presented.

Kowalski moved/Gowdy seconded/DISCUSSION: None.

VOTE: In Favor: Gobin/Gowdy/Kowalski/Leason/Thurz

**TOWN OF EAST WINDSOR
PLANNING AND ZONING COMMISSION
Regular Meeting #1828 – June 14, 2022
In-Person and
ZOOM Teleconference
Meeting ID: 714 897 1799
MEETING MINUTES**

3

(No one opposed/No Abstentions)

b. May 24, 2022 – Regular Meeting of PZC:

Chairman Gobin the Minutes for Regular Meeting #1827 dated May 24, 2022 are also available for approval; she asked if anyone has any changes or revisions. Hearing no request for changes she called for a motion of approval.

MOTION: To APPROVE the Minutes of Regular Meeting #1827 dated May 24, 2022 as presented.

Thurz moved/Gowdy seconded/DISCUSSION: None.

**VOTE: In Favor: Gobin/Gowdy/Leason/Thurz
Opposed: No one
Abstained: Kowalski**

VII. RECEIPT OF APPLICATIONS:

a. PZ-2022-08 20 Thompson Road – Site Plan Modification – Koma Precision is proposing a 10,000-sf building warehouse addition. The addition will be attached to the existing building on the east side. A new loading dock will be located on the south side of the addition. Additional car parking and an outdoor gravel storage area also proposed. Applicant: William Meo:

Chairman Gobin noted receipt of application noted above - **PZ-2022-08** 20 Thompson Road – Site Plan Modification – Koma Precision is proposing a 10,000-sf building warehouse addition. The addition will be attached to the existing building on the east side. A new loading dock will be located on the south side of the addition. Additional car parking and an outdoor gravel storage area also proposed. Applicant: William Meo.

Chairman Gobin noted receipt of the following additional new applications:

PZ 2022-09 Subdivision at 155 East Road; the applicant is Carol Yeomans for 1 new residential lot. Public Hearing to be scheduled for July 12th

**TOWN OF EAST WINDSOR
PLANNING AND ZONING COMMISSION
Regular Meeting #1828 – June 14, 2022
In-Person and
ZOOM Teleconference
Meeting ID: 714 897 1799
MEETING MINUTES**

4

PZ 2022-10 Resubdivision for East Road; the applicant is the same as the prior application, Carol Yeomans. This is a resubdivision for 3 residential lots. Public Hearing to be scheduled for July 12th.

PZ 2022-11 Special Use Permit Renewal - 140 Wapping Road; applicant WSG, LLC; Adam Westhaver, (Renewal of Earth Excavation Permit)
That Public Hearing is to be scheduled for June 28th

VIII. PERFORMANCE BONDS – ACTIONS; PERMIT EXTENSIONS; ROAD ACCEPTANCE

Chairman Gobin noted there are no requests presented under this Item of Business this evening.

IX. CONTINUED PUBLIC HEARINGS: None.

X. NEW PUBLIC HEARINGS: None.

XI. OLD BUSINESS:

XII a. PZ-2022-07 – 10 Prospect Hill Terrace – Site Plan Review – Change of Use from Burlington Coat Factory (Retail) to a True Storage Facility (Warehouse/Storage). Applicant Josh Sullivan:

Chairman Gobin read the description of this item of business.

Joining the Commission in person was Attorney Thomas Fahey, of the law firm of Fahey and Landolina & Associates, LLC, 487 Spring Street, Windsor Locks. Joining the Board remotely was Jason Quimet, and Josh Sullivan, both of the Beta Group.

Attorney Fahey noted this is the application of True Storage for this site previously operated as Burlington Coat Factory. Attorney Fahey advised the Commission that many years ago the site was developed through variances granted in both East Windsor and Enfield. At the time it was a successful retail facility for high end men's and women's clothing. He cited the nature of retail sales has changed as a considerable amount of retail sales is now done online. True Storage is a successful indoor storage company; this is a perfect location for them as the type of traffic that it will generate is sporadic. People don't access their units every day, and

**TOWN OF EAST WINDSOR
PLANNING AND ZONING COMMISSION
Regular Meeting #1828 – June 14, 2022
In-Person and
ZOOM Teleconference
Meeting ID: 714 897 1799
MEETING MINUTES**

5

people renting the units like the temperature-controlled aspect of the facility.

Mr. Quimet, of the Beta Group, shared the Site Plan, noting the Town line for Enfield and East Windsor bisects the property. Attorney Fahey noted Zone Changes are required for both Enfield and East Windsor.

Attorney Fahey noted Staff has reviewed this application, and the Commission has previously heard a presentation of the proposal. He questioned if the Commission had any questions?

Chairman Gobin questioned if anything being presented this evening is different than the discussion held previously?

Mr. Quimet indicated the only modification requests they received on the Enfield side were minor striping modifications to make sure the parking spaces were meeting code. None of the parking spaces in the parking table would change, there's a slight shift in the line work but other than that nothing has changed regarding the site since the previous presentation before this Commission.

Chairman Gobin noted it appears the only other outstanding issue is with the Fire Marshal. Commissioner Gowdy noted the Fire Marshal has reviewed and signed off on the application on 5/31/2022, later correcting the date of the e-mail to 6/8/2022. Attorney Fahey suggested the Fire Marshal had comments regarding the location of the fire hydrants, noting the applicant wouldn't receive their CO unless that requirement had been met. Commissioner Thurz suggested making the Fire Marshal's comments regarding the location of the fire hydrants an additional condition of approval. Commissioner Thurz noted he's a bit confused regarding that comment as the fire hydrants are serving an existing building, but adding another condition to East Windsor's approval would allow the applicant to move forward. Attorney Fahey suggested he understood the issue to be the location of the of the hydrants on the Enfield side. There is inconsistency with the uniformity of the connections, and they may need to increase the size of some fire hydrants but that wouldn't be determined until the project was further along in its construction. Chairman Gobin suggested her interpretation is that the Fire Marshal had recommended that additional fire hydrants should be installed; Commissioner Thurz and Commissioner Gowdy concurred with

**TOWN OF EAST WINDSOR
PLANNING AND ZONING COMMISSION
Regular Meeting #1828 – June 14, 2022
In-Person and
ZOOM Teleconference
Meeting ID: 714 897 1799
MEETING MINUTES**

6

the addition of an additional condition related to the Fire Marshal's requirements.

Josh Sullivan, of the Beta Group, joined the discussion, noting that they will be working with the Fire Marshal, both in East Windsor and Enfield, regarding the requirements. They would have to acquire a sign-off on the sprinklers from the fire suppression company prior to acquiring their CO.

Commissioner Thurz felt this is a good project for this location. If people can't see it from the street they won't be going there.

Discussion continued regarding the type of materials allowable for storage in the units, the concern was the storage of combustibles. Mr. Quimet, of the Beta Group, asked Mr. Sullivan, to comment regarding their association with a third-party company and the requirements agreed to by the renter of the units. Mr. Sullivan cited the lockers are accessed by front rollup doors and enclosed on four sides, but the tops of each unit are screened rather than a roofed interior. The fire suppression system can serve all of the units. They also have lease agreements with all tenants, and they use a third-party company, like Cube Smart, to manage the facility. People renting the units can't store flammable or hazardous materials, can't operate a business out of the units, and can't live in the units. They also have security systems and life-safety measures installed to make this a safe facility.

Chairman Gobin asked if the Commissioners had any additional questions? Hearing no requests for further discussion Chairman Gobin called for a motion of approval.

MOTION TO APPROVE:

Application #PZ 2022-07: Change of Use/Site Plan Modification – 10 Prospect Hill Terrace, this approval is granted subject to the conformance with referenced plans (as may be modified by the Commission and this approval) and the following conditions/modifications.

Referenced Plans

1. This approval is granted subject to the conformance with the plan set entitled: True Storage East Windsor, CT 10 Prospect Hill Road East Windsor, CT 06016 prepared by True Storage (Architectural); BETA (Civil) Issue Date 5/09/2022 Sheets 1-.

**TOWN OF EAST WINDSOR
PLANNING AND ZONING COMMISSION
Regular Meeting #1828 – June 14, 2022
In-Person and
ZOOM Teleconference
Meeting ID: 714 897 1799
MEETING MINUTES**

7

Conditions which must be met prior to the signing of final plan set:

1. A copy of the final approved plans with any necessary revisions shall be submitted to the Planning & Development Office for review and comment.
2. A copy of this approval motion has been incorporated into a final plan.
3. All final plans submitted for signature shall require the seal and live signature of the appropriate professional(s) responsible for the preparation of the plans.
4. The conditions of this approval shall be binding upon the applicant, landowners, and their successors and assigns

Conditions which must be met prior to the issuance of any permits:

5. A single, PDF copy of the final plans, with all necessary revisions shall be provided to the Planning & Development Office.

Conditions which must be met prior to the issuance of a Certificate of Compliance:

6. One electronic PDF and paper copy of the final as-built survey showing structures, pins, driveways, final floor elevations and spot grades shall be submitted

General Conditions:

7. In accordance with Section 602 of the Zoning Regulations, a zoning permit will be required for site signage.
8. In accordance with Section 900.3(h) of the Zoning Regulations, the construction of any buildings associated with this approval shall commence within one year of this approval date and all improvements shall be completed within five years. Such approval shall otherwise be null and void unless an extension has been granted by the Commission.

**TOWN OF EAST WINDSOR
PLANNING AND ZONING COMMISSION
Regular Meeting #1828 – June 14, 2022
In-Person and
ZOOM Teleconference
Meeting ID: 714 897 1799
MEETING MINUTES**

8

9. This project shall be constructed and maintained in accordance with the final plans. Minor modifications to the approved plans that result in lesser impacts may be allowed subject to staff review and approval.
10. Any modifications to the proposed drainage or grading as depicted on the site plan are subject to review and approval by the Town Engineer.
11. Additional erosion control measures may be required by Town staff if field conditions necessitate.
12. By acceptance of this approval and its conditions, the applicant, owner and/or their successors and assigns acknowledge the right of Town staff to periodically enter upon the subject property for the purpose of determining compliance with the terms of this approval.

ADDITIONAL CONDITION:

13. **The applicant must satisfy the requirements of the Fire Marshal prior to occupancy of the building.**

Kowalski moved/Gowdy seconded/DISCUSSION: None.

**VOTE: In Favor: Gobin/Gowdy/Kowalski/Leason/Thurz
(No one opposed/No abstentions)**

XIII. NEW BUSINESS:

- a. **PZ-2022-08 – 20 Thompson Rd – Site Plan Modification – Koma Precision is proposing a 10,000 sf building warehouse addition. The addition will be attached to the existing building on the east side. A new loading dock will be located on the south side of the addition. Additional car parking and an outdoor gravel storage area also proposed. Applicant” William Meo:**

Chairman Gobin read the description of this **NEW BUSINESS** item regarding application **PZ-2022-08 for Koma Precision.** She noted the applicant has requested this item of business be tabled until July 26th, and requested a motion.

**TOWN OF EAST WINDSOR
PLANNING AND ZONING COMMISSION
Regular Meeting #1828 – June 14, 2022
In-Person and
ZOOM Teleconference
Meeting ID: 714 897 1799
MEETING MINUTES**

9

MOTION: To TABLE the application PZ 2022-08 for 20 Thompson Road for Site Plan Modification until the Commission's July 26th meeting.

Kowalski moved/Gowdy seconded/DISCUSSION: None.

**VOTE: In Favor: Gobin/Gowdy/Kowalski/Leason/Thurz
(No one opposed/No abstentions)**

XIV. OTHER BUSINESS:

a. Policy Concurrence Regarding Kennels – SUP:

Chairman Gobin requested Planning Consultant Calabrese to update the Commission on her proposal.

Planning Director Calabrese noted that under the current regulations when a person comes in to the Town Clerk to register their dogs for licenses if the person owns more than 4 dogs the Town Clerk sends them to the Planning Department to discuss the need for a Special Use Permit.

Planning Director Calabrese reported Staff researched definitions in the Planner's Dictionary, and the common theme is that kennels are "for-profit" operations for boarding or breeding. Planning Director Calabrese referenced her Staff memo suggesting the regulations be revised to include language that the higher number of dogs or cats must be ... "for profit or breeding". She noted East Windsor currently allows kennels in the A-1 Zones under the Use Chart; the kennels are also located next to veterinarians.

Commissioner Thurz suggested it's not uncommon for private dog owners to own multiple pets. Chairman Gobin suggested her only concern is when people have a lot of animals, and it becomes a neighborhood nuisance. Commissioner Gowdy felt that would be addressed with an ordinance rather than the definitions. He noted it's similar to people who want to own chickens but the neighbors complain about the noise from the rooster. The Commissioners felt that multiple cat households, and the manner in which they're cared for, could become more of a problem, as it may be part of a larger issue. Discussion turned to enforcement. Planning Consultant D'Amato suggested people would still be subject to all the animal control issues.

**TOWN OF EAST WINDSOR
PLANNING AND ZONING COMMISSION
Regular Meeting #1828 – June 14, 2022
In-Person and
ZOOM Teleconference
Meeting ID: 714 897 1799
MEETING MINUTES**

10

The consensus of the Commission was for Planning Director Calabrese to revise the definition of kennels to include language related to “for profit operations” rather than being dependent on the physical number of animals owned.

b. Mixed Use in Business Zones:

Planning Director Calabrese advised the Commission the Planning Office has been approached by a couple of property owners located in the center of Broad Brook. The property owners are requesting to convert mixed use locations to residential uses.

Planning Consultant Calabrese opened discussion by noting the owner (of 95 Main Street, Broad Brook) is asking to convert a mixed use building to all apartments. The building previously had 3 apartments, and a commercial unit. The 4th unit is currently vacant and the owner wants to convert that unit to an apartment as well.

Chairman Gobin suggested the Plan of Conservation and Development identifies the center of Broad Brook as mixed use. Planning Director Calabrese recalled that the Commission had allowed Mr. Tougas (South Main Street/Route 5) to leave a space open to be available for commercial use, she questioned if something similar could be done for this property? Commissioner Thurz cited there have been many stores over the years located in the building under discussion and nothing has survived.

Discussion continued regarding how far the commercial zone extends in the center of Broad Brook. Commissioner Gowdy noted mixed use has extended to Dr. Robinson’s property (159 Main Street) next to the Catholic Church, as the doctor had an office downstairs and lived upstairs. The Commission discussed various property locations along Main Street, noting the difficulty for commercial uses.

Planning Director Calabrese reported that the owner of 155 Main Street is also a mixed use property whose owner is also asking if the use could be converted to residential? Commissioner Thurz noted 155 Main Street is a mixed use property which has had difficulty attracting a commercial tenant. Planning Consultant D’Amato shared a Zone Plan from the GIS which indicates the parcel is bisected by a Neighborhood Shopping Zone and a Single-Multi Family Zone to the rear. The Commission suggested giving the property owner an option for a zone change.

Planning Director Calabrese advised the Commission of correspondence received from the Town of South Windsor.

XVII. EXECUTIVE SESSION: None.

MOTION: To ADJOURN this Meeting at 7:13 p.m.

VOTE: **In Favor:** Gobin/Gowdy/Kowalski/Leason/Thurz
(No one opposed/No abstentions)

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