

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

**REGULAR Meeting #1852
Tuesday, June 13, 2023**

***THIS MEETING IS BEING HELD IN-PERSON
In the John Daly, Jr. Meeting Room,
Town Hall, 11 Rye Street, Broad Brook, CT 06016***

AND

***VIA REMOTE ACCESS
via ZOOM Teleconference
Meeting ID: 714 897 1799***

DRAFT MEETING MINUTES

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

I. TIME AND PHYSICAL PLACE OF MEETING:

Chairman Kowalski called Regular Meeting #1852 of the East Windsor Planning and Zoning Commission 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, Michael Kowalski (Chairman), David Leason (Secretary), Stacey McKenna, and Jim Thurz (Vice Chairman).

Alternate Members: Alternate Member Frank Gowdy was unable to join the Commission this evening.

ABSENT: Alternate Member Gowdy as noted above.

GUESTS/SPEAKERS present in-person: Director of Planning and Development/Planning Director Ruth Calabrese hosted the meeting. Also present in person were: Planning Consultant Michael D'Amato.

GUESTS/SPEAKERS present remotely identified as they sign in:

Application PZ-2023-16 – Applicant: True Storage/Josh Sullivan, Jason Quimet, of the Beta Group; **Release of Bonds for**

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South Water Street – Holden Sabato; Peg (Margaret) Hoffman,
Recording Secretary.

II. ESTABLISHMENT OF QUORUM:

A quorum was established as five Regular Members were present at the Call to Order. Chairman Kowalski noted all Commissioners would participate in discussion and action on all Items of Business this evening. .

III. ADDED AGENDA ITEMS:

See acknowledgement of new application under **RECEIPT OF APPLICATIONS.**

IV. LEGAL NOTICE:

V. None

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

Chairman Kowalski noted there were no members of the public present at the in-person meeting to request acknowledgement to speak. He also noted remote participants were applicants who would speak during Application PZ-2023-16.

VI. APPROVAL OF MINUTES:

Chairman Kowalski recalled approval of the Commission's Minutes for Meeting #1848 held on Tuesday, April 11, 2023 were outstanding pending the attendance of Commissioners Gobin and Thurz. Noting their presence this evening, he called for a motion of approval this evening.

MOTION: To APPROVE the Minutes of Regular Meeting #1848 held on Tuesday, April 11, 2023 as presented.

Gobin moved/Thurz seconded/DISCUSSION: None

VOTE: In Favor: Gobin/Kowalski/Thurz

Opposed: No one

Abstained: Leason/McKenna

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A. May 23, 3034 – Regular Meeting of PZC:

Chairman Kowalski noted the Minutes for Regular Meeting #1851 held on May 23, 2023 are available for approval. He called for comments or revisions from the Commissioners, hearing no requests for changes he called for a motion of approval.

MOTION: To APPROVE the Minutes of Regular Meeting #1851 dated May 23, 2023 as presented.

Thurz moved/Leason seconded/DISCUSSION: None.

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

VII. RECEIPT OF APPLICATIONS:

Chairman Kowalski noted receipt of **Application #PZ-2023-19** for 124 South Main Street for a request for office use in a TZ-5 Zone. Chairman Kowalski noted the application would be heard at a future meeting.

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

A. SL 12 South Main Steet request for release of E&S Bond, Landscaping Bond, and South Water Street Road Bond:

Chairman Kowalski requested an update on this Item of Business.

Planning Director Calabrese noted she received a request from representatives of the Silverman Group to release bonds which the Town currently holds on this project on South Water Street. The bonds in question are an Erosion and Sedimentation Control Bond in the amount of \$57,000.00, a Landscaping Bond in the amount of \$66,250.00, and a Bond for South Water Street in the amount of \$54,130.00. Planning Director Calabrese noted she and Assistant Planner Boudreau visited the site and found a few issues which require additional work, including:

- An area of the lawn in front of the building requires additional loam and overseeding. Recommendation is to reduce the Erosion and Sedimentation Control Bond to \$44,500.00 to cover the overseeding.

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- Some plantings require replacement along the driveway. Recommendation is to reduce the Landscaping Bond to \$4,050.00 to cover the cost of replacement trees.
- The work on South Water Street has been completed. Recommendation is to release the South Water Street Bond in the amount of \$54,130.00.

Chairman Kowalski noted Holden Saboto, representing the applicant, is participating in the meeting remotely. He questioned if Mr. Saboto was in agreement with the recommendations proposed? Mr. Saboto concurred with Planning Director Calabrese's recommendations.

Commissioner Gobin questioned if Town Engineer Norton was in agreement with the recommendations as well, Planning Director Calabrese replied in the affirmative.

Chairman Kowalski called for a motion.

MOTION: To APPROVE the following actions regarding bonds submitted by 12 South Main Street, LC for the development activities associated with the approved Site Plan PZ 2020-10.

1. **The release to 12 South Main Street LLC the South Water Street Road Bond in the amount of \$54,130.**
2. **The reduction of the Erosion and Sedimentation Bond from \$57,000 to \$44,500.**
3. **The reduction of the Landscaping Bond from \$66,250 to \$4,050.**

The remaining balance will bond the replacement of missing and dead trees, loaming and seeding a large open area, and overseeding areas as detailed in the site inspection report prepared by R. Calabrese dated June 1, 2023.

Gobin moved/Leason seconded/DISCUSSION: Commissioner noted the Staff inspection occurred on May 31, 2023.

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

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(No one opposed/No abstentions)

IX. CONTINUED PUBLIC HEARINGS:

X. NEW PUBLIC HEARINGS: None

XI. OLD BUSINESS:

A. PZ-2023-16 – 10 Prospect Hill Terrace/True Storage – Site Plan Modification proposing 24 hr drive-up storage units (24,000 SF) within the existing parking lot and site improvements. Applicant: True Storage/Josh Sullivan:

Chairman Kowalski read the description of this Item of Business.

Joining the Commission remotely were Josh Sullivan representing the applicant, True Storage, and Jason Quimet, of the BETA Group.

Mr. Sullivan reported they have submitted an updated Site Plan which now shows additional storage units in the parking lot. They have also submitted a Photometric Plan which shows downward facing light packs on the building which will produce a low level of light preventing light spilling onto adjacent properties.

Chairman Kowalski questioned if the plans have been reviewed by Town Engineer Norton, Planning Director Calabrese replied affirmatively noting Town Engineer Norton had made one suggestion.

Commissioner Thurz questioned if the Fire Marshal had reviewed the plans? Planning Director Calabrese indicated the Fire Marshal had required a 26-foot turning radius at the southeast corner of the building.

Mr. Sullivan noted the Commission had considered a requirement for a gate at the entry drive of the property to control after-hours access. Mr. Sullivan indicated he reached out to several of their other facilities and found they limit access to the units through the rental agreement, if the renter violates the agreement they're initially fined, and the contract is terminated upon repeated offenses. Mr. Sullivan also noted the facility will be monitored by 70 security cameras. Mr. Sullivan suggested if the Commission still requires the access gate they will install one but felt that may require additional review by the Enfield Planning Staff.

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Chairman Kowalski suggested he can see this process working for the tenant, but it doesn't address those individuals who visit the facility looking to break into the units. Commissioner Thurz cited a similar facility in Ellington which experienced break-ins, he felt the gate could work against protecting the site. Mr. Sullivan suggested that older industrial facilities often used fencing around the facilities but he indicated that they feel their model is more aesthetically pleasing and functions well. Commissioner Gobin questioned who would be liable if someone broke into the units, Chairman Kowalski suggested it would not be the Town.

Planning Consultant D'Amato suggested if the gate isn't installed the Police Department and the Fire Departments would not need keys.

Chairman Kowalski questioned if the Commission would require the installation of the gate, the consensus of the Commission was the gate at the access entryway was not necessary. Chairman Kowalski questioned that condition 5a and b would be deleted from the proposed motion, Planning Director Calabrese replied affirmatively.

Chairman Kowalski called for a motion of approval. Commissioner Gobin questioned the revision date of the referenced plans in the memo, Planning Director Calabrese indicated it should be June 2, 2023. Mr. Quimet joined the discussion, noting the original plan submission date had been May, while some pages, such as the Photometric Plan, had June revision dates which resulted from discussion at the Commission's previous meeting.

APPROVE: Application #PZ 2023-16: 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 Facility-Enfield CT 10 Prospect Hill Road East Windsor, CT 06016 prepared by True Storage (Architectural); and BETA (Civil) Issue Date 5/01/2023 Sheets 1-10; Last revised: 06/02/2023.

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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, will 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.
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

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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.

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

Planning Director Calabrese reported the Town has received notification from Robinson & Cole representing Cellco Partnership regarding the installation of a wireless telecommunication facility at 11 Chamberlain Road (Nutrien Ag Solutions). The new tower will replace the current water tower, which is no longer structurally sound. The new facility will be located within a 50 foot by 50-foot fenced area also containing associated equipment. The construction of the new tower is under the jurisdiction of the Siting Council. Should the Commission/Town choose to do so we could file an application as an Intervenor, but the Town has no actual jurisdiction over the Siting Council's decision.

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Planning Director Calabrese reported the new tower will not have any direct impact on wetlands.

XV. BUSINESS MEETING: None

Seeing no further business before the Commission, Chairman Kowalski called for a motion to ADJOURN this meeting.

XVI. EXECUTIVE SESSION: None

XVII. ADJOURNMENT:

MOTION: To ADJOURN this Meeting at 6:56 p.m.

Leason moved/Gobin seconded/DISCUSSION: None

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

Respectfully submitted,

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