I. Call to Order

Vice Chairman Zimnoch called the virtual meeting to order at 7:18 pm.

II. Roll Call

Commission roll call was taken. Vice Chairman Zimnoch seated Peggy Sayers for Chairman Gannuscio.

III. Approval of Minutes from the March 9, 2020 Regular Meeting

It was MOVED (Zimnoch) and SECONDED (Cooper) and PASSED (Unanimous, 5-0) that the Planning and Zoning Commission moves the approval of the March 9, 2020 minutes to the next meeting.

IV. Public Hearings

A. Special Use Permit with Site Plan Review for 64 South Elm Street for a 22-Unit Residential Development in a MFSD Zone (property owner M&L Development Corporation)

An email to Jennifer Rodriguez from Attorney Christopher Smith was received on April 7, 2020 stating that the applicant, M&L Development Corporation, consented to an extension of time required to accommodate the postponement and continuance of the public hearing from April 13, 2020 to May 11, 2020 regarding the Special Use Permit and Site Plan Review for 64 South Elm Street as a result of the current health crisis.

It was MOVED (Wilson) and SECONDED (Sayers) and PASSED (Unanimous, 5-0) that the Planning and Zoning Commission continues the public hearing for the special use permit and site plan review for 64 South Elm Street for a 22-unit residential development in a MFSD zone to the May 11, 2020 regular meeting.
V. **Reviews** (none)

VI. **Action on Closed Public Hearing Items** (none)

VII. **Old Business**

A. **Discussion with Commission and Staff** (none)

B. **Action Items** (none)

VIII. **New Business**

A. **Public Input** (none)

B. **Receive New Applications**

i. **Special Use Permit and Site Plan Review for indoor sport facility for competitive cheerleading at 1000 Old County Circle, Unit 115 (property owner Jack Rafalowski)**

   The applicants, Jordan Bradley and Téa Kenney from New World Athletics, LLC, gave a brief description of their program as well as their experience and backgrounds.

   It was **MOVED** (Zimnoch) and **SECONDED** (Wilson) and **PASSED** (Unanimous, 5-0) that the Planning and Zoning Commission schedules a public hearing for the special use permit and site plan review for an indoor sport facility for competitive cheerleading at 1000 Old County Circle, Unit 115 (property owner Jack Rafalowski), for the May 11, 2020 meeting.

ii. **Site Plan Modification to 2017 Site Plan for 200 Old County Circle (property owner Park Place Storage Condominiums, LLC)**

   Jennifer Rodriguez, Town Planner, addressed the commission. In 2017 a site plan for this site was approved by this commission. Two of the three storage condo buildings have been built, and one has yet to be built. The changes the applicant is requesting in the proposed site plan modification are a smaller building, less parking, some landscape changes, and a change to the parapet at the end of the building. The applicant is asking the commission to do a site review tonight.

   Craig Maurer, the applicant and developer from South Windsor, and T.J. Barresi, Professional Engineer and Land Surveyor from Barresi Associates in Windsor, addressed the commission. Mr. Maurer explained that in November he purchased the development rights from the prior developer. The foundation, footings, and drainage for the third building are completed and they are now in the final stages
Mr. Barresi discussed the size of the building, the reduced parking, the drainage system, and the landscaping. The building size is reduced from 12,500 square feet to 12,000 square feet; the parking is reduced to six spaces in the front, with no spaces in the back and with a total of 122 parking spaces on site; the approved drainage system is not changing; and the overall impervious coverage is less. The landscaping is revised. The trees on the south side of the building and in back along the west end of the building are being taken out, and they have increased the tree and foundation planting in front of the building.

Dana Steele, Town Engineer, pointed out that the condo association wanted the parking in back to be gravel and asked where this parking area would drain to. Mr. Barresi responded that there would be positive drainage away from the building. Mr. Steele suggested a condition of approval that the rear parking be upgraded and drainage be put in to tie into the drainage system. Mr. Maurer commented that the association requested putting in a full six-inch base in the 40 by 60 foot gravel area. Mr. Steele suggested that there be a detail for the gravel section showing how thick the base will be as a condition of approval.

Ms. Rodriguez noted that the applicant sent her confirmation of a color chip for the third building. Vice Chairman Zimnoch asked if she was satisfied with what has been delivered to her and if she is comfortable with handling this at the administrative level. She replied yes. She added that the site plan shows the zoning data table, all of the setbacks are still met, the building is smaller, the parking has been reduced, and the landscaping makes sense.

Mr. Steele suggested that the applicant speak to why the gravel area meets the criteria of the regulations which allow gravel parking in limited circumstances. Mr. Barresi explained that the association’s directors wanted a small area in the back of the building to store one or two pickup trucks and a plow. There would be low volume, as no one would be looking to park in this area, and it would be used seasonally, a few times in the winter. Mr. Steele added that the curb would stop to the south of the catch basin and wouldn’t go all the way to the building. He went on to suggest an option for the gravel area: Do pervious pavement or grass pavers so they wouldn’t have to change the grading or provide formal drainage. Mr. Maurer stated they would work this out with staff. Vice Chairman Zimnoch summarized that this parking area will be resolved with the Town Engineer and the applicant, and if the applicant decides to go with Mr. Steele’s suggestion then no drainage will be necessary, and if he decides to stick with the gravel then drainage and different grading will be required. Mr. Maurer pointed out that there is a typo on the plan. It says “61 short term parking spaces,” and it should say “71.” This will be corrected when the plans are updated.
It was MOVED (Wilson) and SECONDED (Cooper) and PASSED (Unanimous, 5-0) that the Planning and Zoning Commission approves the site plan modification to the 2017 Site Plan for 200 Old County Circle (property owner Park Place Storage Condominiums, LLC) with the following two conditions: (1) for the proposed parking area to the west of Proposed Building 400, parking surface materials and the need for piped drainage shall be submitted to the Town Engineer for approval; and (2) the building color shall be reviewed by Town staff to coordinate with the existing buildings.

C. Informal Discussions (none)

D. Action Items (none)

IX. Communications and Bills (none)

X. Adjournment

It was MOVED (Zimnoch) and SECONDED (Sayers) and PASSED (Unanimous, 5-0) that the Planning and Zoning Commission adjourns the April 13, 2020 virtual meeting at 8:18 pm.

Respectfully submitted,

Debbie Seymour
Recording Secretary