

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

**REGULAR Meeting #1702 – September 13, 2016**

***MEETING MINUTES***

**\*\*\*\*\*Draft Document Subject to Commission Review/Approval\*\*\*\*\***

The Meeting was called to order in the Town Hall Meeting Room, 11 Rye Street, Broad Brook, CT. at 6:30 P. M. by Chairman Ouellette.

**PRESENT:** **Regular Members:** Joe Ouellette (Chairman), Michael Kowalski, Jim Thurz, and Dick Sullivan.

**Alternate Members:** Tim Moore, and Marti Zhigailo.

**ABSENT:** **Regular Members:** Lorry Devanney

**Alternate Members:** None

Also present was Town Planner Whitten.

**GUESTS:** Selectman Robert Maynard, Deputy Selectman Richard P. Pippin, Jr., Board of Selectmen Liaison to the Planning and Zoning Commission; Selectman Jason Bowsza; Kathy Pippin, Board of Finance; John Burnham, Board of Directors, East Windsor Historical Society; Michael Hunt, President, East Windsor Historical Society.

**ESTABLISHMENT OF QUORUM:**

A quorum was established as four Regular Members and two Alternate Members were present at the Call to Order. Chairman Ouellette noted all Regular Members would sit in, and vote, on all Items of Business this evening. Following in accordance with the service rotation schedule Alternate Member Moore would also join the Board regarding discussion and action on all Items of Business this evening as well.

**LEGAL NOTICE:**

The following Legal Notice, which appeared in the Journal Inquirer on Thursday, September 1, 2016, and Thursday, September 8, 2016, was read by Chairman Ouellette:

1. Application of the East Windsor Historical Society and owner the Town of East Windsor for Modification of Approved Subdivision (Horizon View Estates) to release the open space for fees in-lieu-of open space for property located at 12 Griffin Road. (A-1 zone; Map 19, Block 72, Lot 8-17)
2. Application of Calamar, Inc. and owner Thomas Killam for a Zone Change from M-1 to MFDD (Multi-Family Development District) for property located at 20

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North Road. (Map 112, Block 17, Lot 2)

3. Application of Calamar, Inc. and owner Thomas Killam for a Special Use Permit/Site Plan Approval to allow an Age-Restricted Independent Living Community located at 20 North Road.

**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.

**APPROVAL OF MINUTES/July 28, 2016:**

**MOTION:** To APPROVE the Minutes of Regular Meeting #1700 dated July 28, 2016, as amended:

Page 17, NEW PUBLIC HEARING – Shoham Road Transfer, LLC, Condition #32, (additional revision):

“Pursuant to Section 2.7.6 (f) of the East Windsor Zoning Regulations the East Windsor Planning and Zoning Commission exercises its discretion by **limiting this EXTENDING THE APPROVAL FOR THESE TWO Special Use Permits to a 2-year period**, until August 14, 2009 **2016**. Continued operation of this volume reduction facility and transfer station **BEYOND THE EXPIRATION DATE** shall require a new public hearing and approval by the Commission in accordance with its Regulations. (amended 9/09) (AS OF 7/26/2016 – NO LONGER APPLICABLE)

Thurz moved/Kowalski seconded/DISCUSSION: None.

**VOTE:** In Favor: Unanimous (Kowalski/Moore/Ouellette/Thurz)

Opposed: No one

Abstained: Sullivan

**APPROVAL OF MINUTES/August 9, 2016:**

**MOTION:** To APPROVE the Minutes of Regular Meeting #1701 dated August 9, 2016 as amended:

Page 1, APPROVAL OF MINUTES/July 26, 2016: “**MOTION: To APPROVE the Minutes of Regular Meeting #1701 #1700.....**”

Page 7, Lines 275 to 278, Condition #20: “**Site improvements must be completed up-to and around the individual time of CO. ements must– be completed up-to and around the individual unit at the.**”

Thurz moved/Kowalski seconded/DISCUSSION: None.

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**VOTE: In Favor: Unanimous (Kowalski/Moore/Ouellette/Thurz)  
Opposed: No one  
Abstained: Sullivan**

**RECEIPT OF APPLICATIONS:**

Chairman Ouellette noted receipt of the following new Applications:

1. Application of East Windsor Historical Society for Modification of Subdivision (Horizon View Estates) owned by the Town of East Windsor, to release the open space for fees in-lieu-of open space for property located at 12 Griffin Road. (A-1 zone; Map 19, Block 72, Lot 8-17)
2. Application of Herb Holden Trucking, Inc. and owner Northern Capitol Region Disposal Facility for a Special Use Permit for renewal of earth products removal permit for property located on Wapping Road. (A-1 & M-1 zones; Map 27, Block 65, Lot 31)
3. Application of Carol B. Scott for a 1-lot Resubdivision and Special Use Permit to create a rear lot at 19 Phelps Road. (A-1 zone; Map 42, Block 20, Lot 7A)
4. Application of Dri-Air Industries, Inc. and owner Charda Realty LLC for Site Plan Approval for construction of a 6,100 sq. ft. warehouse addition and construction of a driveway to access parking area at 16 Thompson Road. (M-1 zone; Map 82, Block 19, Lot 108)
5. Application of USA Hauling & Recycling LLC and owner Laird Building LLC for Site Plan Approval for property at 3 & 5 Shoham Road for Change of Use and renovations and expansion to provide truck sales at 3 Shoham Road, parking and natural gas fueling of fleet vehicles at both parcels, and construction of carports to support solar panels at both parcels. (M-1 zone; Map 113, Block 17, Lots 3 & 4)

**PERFORMANCE BONDS – ACTIONS; PERMIT EXTENSIONS; ROAD ACCEPTANCE /Mercury Fuel Service** - Request for release of the erosion control bond in the amount of \$11,500.00 for the construction of a convenience store and gas station at 9 South Main Street. (B-2 zone; Map 81, Block 19, Lot 102):

Town Planner Whitten indicated a recent inspection of this property found one minor issue remains to be corrected. She would like to postpone the request for release of the bond pending completion of the correction.

**MOTION: To TABLE the request of Mercury Fuel Service for release of the erosion control bond in the amount of \$11,500.00 for the construction of a convenience store and gas station at 9 South Main Street. (B-2 zone; Map 81, Block 19, Lot 102).**

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**Thurz moved/Sullivan seconded/DISCUSSION: None.**

**VOTE: In Favor: Unanimous (Kowalski/Moore/Ouellette/Sullivan/Thurz)  
No one opposed/No abstentions**

**CONTINUED PUBLIC HEARINGS: None.**

**NEW PUBLIC HEARING - East Windsor Historical Society and owner the Town of East Windsor** - Modification of Approved Subdivision (Horizon View Estates) to release the open space for fees in-lieu-of open space for property located at 12 Griffin Road. (A-1 Zone; Map 19, Block 72, Lot 8-17) (*Deadline to close hearing 10/18/2016*)

Chairman Ouellette read the description of the Public Hearing. Appearing to discuss the Application was John Burnham, 178 Scantic Road, Member of the Board of Directors of the East Windsor Historical Society, and Michael Hunt, 5 Haynes Street, Enfield, President of the East Windsor Historical Society.

Mr. Burnham began the discussion by noting that the East Windsor Historical Society (EWHs) would like to purchase the Barber Hill School House, a/k/a as the Griffin Road School House located at 12 Griffin Road. The intent is to move the schoolhouse from this location to 115 Scantic Road, the campus of the EWHs.

Mr. Burnham noted the EWHs has already received Site Plan Approval for that location, which includes the placement of the Griffin Road Schoolhouse. Mr. Burnham reported the EWHs would like to have the Open Space parcel released to them in exchange for a sum of \$32,000.00 which would equate to the developer's submission of \$2,000.00 per lot as a fee-in-lieu of Open Space. The EWHs accepts that the lot may not perc for a septic system; if someone would like to pursue that possibility in the future that would be a separate action.

Commissioner Sullivan requested clarification that one of the property owners within the Horizon View Estates Subdivision has not agreed to the purchase proposal. Mr. Burnham concurred, noting he and Selectman Bowsza had visited everyone within the subdivision and received statements from all but two (2) of the property owners. He also noted that lot owned by the person who refused to agree to this proposal is the lot farthest away from the parcel containing the schoolhouse. Commissioner Zhigailo cited the receipt of signatures of all of the other property owners, and the EWHs is willing to pay for the parcel while taking on the responsibility and liability of a decaying building. Mr. Burnham cited the track record of the EWHs for other projects undertaken. Commissioner Thurz questioned that one of the abutters wants to purchase the property? Mr. Burnham replied affirmatively. Chairman Ouellette questioned if the Commission turned down this request what would Mr. Burnham's assessment be for the schoolhouse? Mr. Burnham noted that the Building Inspector has already issued a letter to

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remove the building due to its liability. Referencing a letter received from Barbara Smiegel suggesting the building be renovated/restored on-site Mr. Burnham cited the demands of maintaining the structure under that condition. He noted he already works at Scout Hall on similar responsibilities every Saturday, while Mr. Hunt has been doing the same at the Historical Society. Mr. Burnham suggested the EWHS isn't interested in having a satellite location to maintain. Referencing the same letter, and its suggestion that removing the schoolhouse from its present location lessens its qualifications for acquisition of State or Federal Grants, Commissioner Zhigailo questioned why grants hadn't been pursued in the ten (10) years the Town has owned the property while it was guided by the Historic Preservation Commission? Mr. Hunt cited the cost of applying for grants and hiring a grant writer to pursue the grants. Commissioner Thurz felt the Town is long past that option. Mr. Burnham agreed; he felt the Building Inspector will issue the demolition order and only the land, and memories, will remain. Or the Commission can take the EWHS's offer. He noted the Scantic Road property is open every Saturday morning; a lot of people will see it as it was as a one-room schoolhouse. He recalled that previous owners converted the schoolhouse into a residence; he felt the property would no longer qualify for inclusion on the National Register due to the residential conversion. If the building is moved to the Historical Society it will be renovated as the original one-room schoolhouse and would be used for educational purposes. Commissioner Kowalski noted that the Horizon View Estates developer had contributed \$2,500.00 for repair of the

schoolhouse; he questioned the status of that funding? Mr. Burnham indicated the funds were given to the Town to replace the roof but that never happened. Town Planner Whitten felt the money is still being held by the Town; she felt that money would be applied to the Open Space Fund. Commissioner Sullivan didn't see a reason for maintaining the property at the current location; there is nothing to draw people to it. If it's located at the Historical Society it will be available for people to visit, and it will remove the Town's current liability.

Chairman Ouellette questioned the next steps if the Commission moves forward with this proposal? Town Planner Whitten indicated the proposal for purchase would go to the Board of Selectmen and eventually a Town Meeting. Chairman Ouellette requested clarification that there are still other mechanisms for someone to have their voice heard? Town Planner Whitten concurred.

Town Planner Whitten NOTED FOR THE RECORD that two letters in opposition to the purchase proposal had been hand-delivered today to the Planning Office. They are the letter from Barbara Smiegel referenced in the above discussion, and a second letter received from Emil Demikat. Town Planner Whitten summarized each letter.

Chairman Ouellette opened discussion to the audience.

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**Paul Anderson, 89 Main Street:** Mr. Anderson reported he is in favor of moving forward with this proposal and saving what's left of the schoolhouse. Any other method would be leaving only memories.

Mr. Anderson also questioned the legal notices for this Public Hearing; he noted one legal notice referenced Harvest View Estates while the second referred to Horizon View Estates. The recording secretary indicated that error in referencing Harvest View Estates had been discovered; the second legal notice correctly identified the subdivision as Horizon View Estates.

**Mike Lucey, 10 Griffin Road:** Mr. Lucey reported he lives next door to the schoolhouse. He is in favor of the proposal. He cited police logs reflect that calls have been made reporting people getting into the schoolhouse and doing damage. Mr. Lucey reported he and his wife don't allow their children to go over to the property; he feels it's on the verge of collapsing.

**Jason Bowsza, 34 Rye Street:** Mr. Bowsza reported he is very much in favor of this proposal for many reasons. He suggested this is the last opportunity to save the schoolhouse; the Town has received the demolition notification and we don't have the resources to maintain/restore the property.

**Tom Talamini, 23 Rice Road:** Mr. Talamini reported the Historical Society has done a great job on its other projects; they will do the same with the schoolhouse.

**Dick Pippin, Jr., 37 Woolam Road:** Mr. Pippin reported he is also in favor of the proposal; he feels it will be demolished if we delay further. Mr. Pippin noted we/the Town has had ten (10) years to do something and nothing has been done.

**Sarah Marble, 51 Barber Hill Road:** Mrs. Marble would like to commend the EWHS for taking on this project. Commissioner Kowalski questioned if the building will be taken down before this Winter? Mr. Burnham felt he could work within that timetable; he suggested it's actually good timing for the project. Mr. Burnham noted the building is only 24' x 32'; it isn't that big an undertaking. Mrs. Marble questioned what would happen to the foundation? Mr. Burnham felt it would be filled in with sand. Mrs. Marble questioned if there was a septic system associated with the previous residential use? Mr. Burnham suggested if they find a septic system they will take care of that as well. Town Planner Whitten clarified that when the subdivision was approved it was not determined/confirmed that this lot would perc for a septic system, which was why the lot was offered for Open Space. Should the EWHS go out and design a septic system and propose to sell the lot as buildable they would have to return to this Commission for approval of the lot.

**Timothy French, 55 Barber Hill Road:** requested an explanation of the process

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necessary for this proposal to move forward. Mr. Burnham reported the EWHS will give the Town \$32,000.00 ; they are basically buying the 4 acre parcel and the schoolhouse. The Town will give the EWHS a deed free and clear of the Open Space requirement. That money will go into the Town's Open Space Fund to purchase whatever properties they want. The EWHS will own this parcel free and clear and will take the building down and move it to the Scantic Road campus. The intent is for the EWHS to sell this parcel. Mr. French questioned if the sale would be a bid process? Mr. Burnham reported the EWHS would have to discuss that at one of their meetings.

**Sarah Marble, 51 Barber Hill Road:** questioned if there is a possibility the schoolhouse could be condemned and become Open Space anyway? Mr. Burnham reported an abutter could buy the parcel and add it to their property; the EWHS wants the building.

**Unidentified resident:** questioned if the parcel would continue to be zoned residential? Town Planner Whitten reported the parcel remains residential but is an unapproved building lot because of the lack of a septic system approval. A proposal to build at this location would have to come back to this Commission for reapproval.

Chairman Ouellette queried the audience for additional questions; no one else requested to speak.

Mr. Burnham thanked the residents for coming to the meeting.

Commissioner Ouellette queried the Commission for additional questions or comments; no one requested to speak.

**MOTION: To CLOSE the Public Hearing on the Application of the East Windsor Historical Society and owner the Town of East Windsor for a Modification of Approved Subdivision (Horizon View Estates) to release the open space for fees in-lieu-of open space for property located at 12 Griffin Road. (A-1 Zone; Map 19, Block 72, Lot 8-17).**

**Thurz moved/Sullivan seconded/DISCUSSION: None.**

**VOTE: In Favor: Unanimous (Kowalski/Moore/Ouellette/Sullivan/Thurz)  
No one opposed/No abstentions**

**MOTION TO APPROVE THE FOLLOWING REQUEST FOR WAIVERS:  
The applicant requests the following waiver:**

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1. **Section 7.3 – Acceptance for a fee in lieu of open space for the previously approved open space parcel, aka 12 Griffin Road.**

**Thurz moved/Sullivan seconded/DISCUSSION: None.**

**VOTE: In Favor: Unanimous (Kowalski/Moore/Ouellette/Sullivan/Thurz)  
No one opposed/No abstentions**

**MOTION TO APPROVE** Application of East Windsor Historical Society, and owner Town of East Windsor requesting the release of a 4 acre open space parcel in lieu of \$2,000.00 open space fee per each of 16 lots at Horizon View Estates, more specifically as 12 Griffin Road. Said parcel to become an unapproved building lot to be privately owned. [Assessors Map 19, Blk, 72, Lot 8-17]. This approval is granted subject to conformance with the referenced plans (as may be modified by the Commission) and the following conditions:

**Referenced Plans:**

- |      |   |
|------|---|
| 1/16 | Original Lot Map 42 Blk 72 Lot 8, Subdivision Plan Index prepared for Horizon View Estates, East Windsor CT prepared by William R. Palmberg & Son, LLC, Land Surveyors, 178 North Maple St, Enfield CT 06082 860/763-3300, dated 6-19-03 last revised 8/23/16 |
| 2/16 | Subdivision Plan  |
| 4/16 | Subdivision Plan  |

**Conditions that must be met prior to signing of mylars:**

1. The applicant shall submit a paper copy of the final approved plans to the Town Planner for review and comment prior to the submission of the final mylars.
2. All mylars submitted for signature shall require the seal and live signature of the appropriate professional(s) responsible for preparation of the plans.
3. The final mylars shall contain the street numbers assigned by the East Windsor Assessor's Departments and the Map, Block and Lot numbers assigned by the Assessor's Office.
4. The conditions of this approval shall be binding upon the applicant, land owners, and their successors and assigns. A copy of this approval motion shall be filed in the land records prior to the signing of the final mylars.

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

5. Two sets of final mylars, with any required revisions incorporated on the sheets shall be submitted for signature of the Commission. One set of signed mylars, shall be filed with the town clerk by the applicant, or this approval shall be



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considered null and void unless an extension is granted by the Commission. One set shall be filed in the Planning and Zoning Department.

- 6. A detailed site plan with sediment and erosion control plan shall be submitted for each lot at the time of application for Zoning Permits.**

**General Conditions:**

7. This subdivision approval shall expire **five years from date of approval**. Failure to complete all required improvements within that time shall invalidate the subdivision. The developer may request an extension of time to complete the subdivision improvements from the Commission. Such extension shall not exceed the time limits as provided for in the Connecticut General Statutes, Section 8-26c, as amended. The Commission shall require proper bonding be in place prior to the approval of any such extension.
8. A ~~Site Plan Approval~~ and Zoning Permit shall be obtained prior to the commencement of any site work.
9. This project shall be constructed and maintained in accordance with the referenced 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 for the resubdivision is subject to the approval of the town engineer.
11. Additional erosion control measures are to be installed as directed by town staff if field conditions necessitate.
12. By acceptance of this approval and 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.
13. All deeds for public land and easements shall be submitted at the time the applicant makes application for street acceptance. All deeds shall first be submitted in draft form and approved by the Town Attorney. Final bond release for public improvements shall not be approved until all public improvements are complete, accepted by the Town, and all deeds and maps have been filed on the Land Records.

**Thurz moved/Sullivan seconded/DISCUSSION: None.**

**VOTE: In Favor: Unanimous (Kowalski/Moore/Ouellette/Sullivan/Thurz)  
No one opposed/No abstentions**

**NEW PUBLIC HEARING - Calamar, Inc. and owner Thomas Killam -  
Zone Change from M-1 to MFDD (Multi-Family Development District) for**

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property located at 20 North Road. (Map 112, Block 17, Lot 2) (*Deadline to close hearing 10/18/2016*); **AND, NEW PUBLIC HEARING - Calamar, Inc. and owner Thomas Killam** - Special Use Permit/Site Plan Approval to allow an Age-Restricted Independent Living Community located at 20 North Road. (*Deadline to close hearing 10/18/2016*):

Chairman Ouellette read the description of both Public Hearings. Appearing to discuss the Applications was Brent Narkawicz, of Calamar. Also present to assist him were Tim Coon, of J. R. Russo & Associates, and Jim Bubaris, of Jim Bubaris Traffic Associates.

Mr. Narkawicz requested that both Hearings be held concurrently.

Mr. Narkawicz described the proposed project as an age-restricted independent living community to be located at 20 North Road. The project will be built, developed, and financed by Calamar, a family-owned business with offices north of Buffalo, New York. Calamar builds medical buildings, senior housing, hotels, and commercial and industrial buildings.

Mr. Narkawicz reported that the facility proposed at 20 North Road would be the nineteenth in the country. He noted that the eighteenth facility opened a month ago; 39 people moved in on the first day. Mr. Narkawicz indicated that within independent living communities which are age-restricted at least one of the persons living in a unit must be 55 or over. The facility proposed will be a three story wood frame structure containing 122 dwelling units. The facility will include 39 detached single car garages as well as associated open parking spaces. The Elevations presented this evening reflect that the facility will be constructed in an “H” shape; the building will be sprinklered and include a fire suppression system. Calamar maintains their own facilities; on-site staff includes an activities director who is sometimes aided by an assistant.

Mr. Narkawicz reported the average age of the residents is actually 72 years; the resident mix is 60% women and 40% male. Many of the residents are retired, or volunteer, or hold part-time jobs of 15 hours/week. They have found that residents leave the facilities approximately four times a week.

Mr. Narkawicz reported that when Calamar considers a location they look at communities by region first and then towns before they look for specific properties. Mr. Narkawicz indicated they also considered a location in Enfield which was not approved; they then began looking at this location in East Windsor, which is a half mile away from the Enfield location. The market area considered by Calamar is approximately five miles. Within that area there are 10,627 senior households in which at least one of residents is 62 years old. Mr. Narkawicz reported approximately 20% of those households are rented, while the

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remaining 80% are owned. Calamar is looking for homeowners who are looking to downsize and no longer be concerned with maintaining a residence. The anticipated growth rate in the next 15 years is expected to be 15%, which would add another 2600 seniors. Mr. Narkawicz indicated a community with 10,000 seniors shows there is a need for senior housing.

Mr. Narkawicz reported the unit mix at their facilities are one and two bedroom apartments. Mr. Narkawicz reported their facilities are often confused with assisted living complexes. He noted Calamar communities are market rate apartment complexes which are age-restricted for people who want to live independently but don't want the maintenance responsibilities of a private home. Mr. Narkawicz reported they provide a wide range of programs within their facilities, as well as trips to spas, fitness centers, and restaurants. He indicated that the residents play a big role in the programs offered. As an example a facility in the Midwest offers a 4-H Program; he suggested that residents for this facility might be interested in similar programs as East Windsor is a farming community. Mr. Narkawicz reported Calamar wants their residents to be involved in local community services.

Mr. Narkawicz reported the proposed site location is 20 North Road, which is the location of a previous golf driving range. The site is located across the street from Dunkin Donuts. Mr. Narkawicz referenced the site plan, noting the various abutters. He reiterated the configuration of the building is an "H" shape which is typical for a Calamar community. There is a common core in the center of the facility; the elevators are located at intersections of the building referenced by Mr. Narkawicz on the Site Plan. They are proposing a two lane entrance road with islands in the center. There will be two points of entrance to the facility. Warehouse Point Fire District Fire Marshal Christy Delvey is in favor of the plan proposed. Outside parking would wrap around the facility; a pedestrian walkway will be constructed around the perimeter of the building. A patio with deck chairs and umbrellas and landscaping will be located at the back of the building. Mr. Narkawicz referenced the locations of the parking garages.

Mr. Narkawicz turned the presentation over to Tim Coon, of J. R. Russo and Associates. Mr. Coon reported that the surrounding abutters are presently zoned industrial, while the properties across the street are zoned B-1 business. The site would be accessed from North Road; the facility will be a three story building 35' in height. They are proposing 185 parking spaces, including the spaces within the garages. The parking requirements for this use is 157 parking spaces; they are in excess of the use requirements. The proposal meets all set-back requirements. Maximum allowable impervious coverage is 60%; this facility would utilize 47.2%. The parcel contains 6.83 acres; the maximum density for this parcel would be 18 units/acre, or 123 units. The proposed facility would contain 122 units.

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Mr. Coon reported they have met with Christy Delvey, Warehouse Point Fire District Fire Marshal for review of the layout. They are providing a hammerhead turnaround to the rear of the site at Ms. Delvey's request.

With regard to off-site improvements, they are proposing to widen Route 140 in front of the proposed facility to provide bypass lanes both westbound and eastbound. The facility will be served by public water, sewer, and natural gas. The facility will be served by an on-site stormwater collection system, which will include two detention basins – one located in the parking lot and the second in the corner of the site in front; the stormwater treatment system will include a .multi-stage outlet system which will discharge into the State system across the street.

Mr. Coon reported a Photometric Plan has been provided. While reviewing the project proposal Town Planner Whitten had found a dark area in a corner of the northerly parking lot; that concern has been addressed. There will be wall-mounted lights at the entrances to the buildings, and 20' pole mounted fixtures in the parking areas. Commissioner Thurz questioned what type of lights are being proposed? Mr. Narkawicz reported Calamar is transcending to LED lighting; he felt the lights in the parking lot will be LED to compliment those on the building.

Mr. Coon noted there is not a lot of room on this site to provide Open Space. Calamar is proposing a Fee-In-Lieu equal to 10% of the market value of the parcel. The Fee-In-Lieu will require a waiver. Mr. Coon also noted the Landscaping Plan provides a buffer around the perimeter of the site, and landscaping in the parking lot and around the entire building.

Mr. Coon noted renderings of the facility, and floor plans of the interior units, have been provided, as well as elevations.

Mr. Coon indicated he had received Town Engineer Norton's comments this morning; Mr. Coon submitted a response which will require a slight plan modification. He suggested Town Engineer Norton has agreed his comments have been addressed. Mr. Coon reported they have received a capacity letter from the Water Pollution Control Authority, and a positive letter from the Fire Marshal. In response to Town Planner Whitten's question regarding the location of mailboxes, Mr. Coon reported mailboxes will be located within the lobby of the facility. Mr. Coon referenced the dumpster location on the Site Plan, noting the dumpster will be screened. Mr. Narkawicz reported Calamar maintains its own garbage removal. Commissioner Zhigailo questioned the overall length of the proposed building? Mr. Coon replied the length is 469 feet. Commissioner Zhigailo requested clarification that the Fire Marshal is ok with the lack of access to the rear of the building? She questioned if something happens at the entrance, and noted the patio is at the rear; what if you needed to get a vehicle back there? Mr. Narkawicz reported that when they advised the Fire Marshal the building

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would be sprinklered they were not required to provide rear access. Mr. Coon also noted they will be providing two fire hydrants on the site.

Mr. Narkawicz then turned the presentation over to Jim Bubaris to discuss the Traffic Report. Mr. Bubaris reported that the study area began at Route 5 down to Dunkin Donuts and was expanded to the Shoham Road area. He noted the study includes the peak a.m. and p.m. hours as requested. Mr. Bubaris suggested that with this proposal for senior housing they have treated the use as traditional residential, which allows them to use a higher volume, vs. senior housing; this allows them to make the argument of residents who continue to work vs. seniors. Their study estimates that the trip generation for this facility, if it were traditional housing, would be 64 trips in the peak a.m. and 85 trips in the peak p.m. If the facility is senior housing the trip generation would be 27 in the a.m. peak hour and 27 in the peak p.m. hour. Mr. Bubaris reported they are encouraging the location of the access drive is coordinated with the Dunkin Donut access. Mr. Bubaris suggested that the lights at Route 5 and 140 allow enough gaps in the traffic to allow vehicles to exit. He suggested that the level of service will continue to operate on a level C.

Chairman Ouellette questioned what happens because of the queuing of Shoham Road? There is no bypass lane at that intersection; even if you widen Route 140 it doesn't change the traffic counts. Chairman Ouellette suggested another bypass lane was needed east and westbound but he felt that was beyond the scope of this project. Mr. Bubaris suggested this applicant should be providing a bypass from 100' in advance of their driveway to 50' of the intersection in both directions. That requires State approval; the off-site improvements and bypass lanes will require a certificate. Mr. Bubaris indicated it's a long process.

Commissioner Sullivan questioned – in the present plan, where would the bypass lanes begin and end? Mr. Bubaris indicated that eastbound on Route 140 from where Route 5 comes into two lanes and then narrows into one, their bypass would extend beyond that; it would continue past their driveway for 50'. Commissioner Sullivan questioned if the two lanes would run past their access drive? Mr. Bubaris indicated it would be a shoulder lane. Commissioner Thurz questioned that it would be a situation like the gas station? Mr. Bubaris replied affirmatively. Commissioner Sullivan noted people currently compete to pass each other; extending the bypass lane will just continue that. Mr. Bubaris suggested the lanes won't be striped but the two lanes will continue. Commissioner Sullivan cited concern for people turning right into the proposed property; he suggested he understands in theory but it isn't how it would be in that area.

Mr. Narkawicz noted with regard to the Zoning Regulations a site must be served by public water and sewer, the parcel shouldn't be located in an area identified as

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rural, and the POCD (Plan of Conservation and Development) encourages residential housing and speaks mildly to senior housing. Under the Special Use Permit a parcel must be an appropriate size to accommodate the use, they meet the parking requirements, are under for impervious coverage, they meet the height requirements so they will not be asking for a waiver. The subject parcel is surrounded by light industrial zones, while closer to the intersection there are more commercial uses. Mr. Narkawicz felt they are in character with the surrounding buildings. Mr. Narkawicz also felt the facility will promote economic development. The apartments are one and two bedroom units with full kitchens; all units will have individual storage within each unit and have patios or decks. The facility will have a common core with a front entrance which includes activity boards, there will be a common-use room within the common core area on the first floor, and a rear patio. Similar common-use rooms will also be available on the second and third floors. The main entrance will also be the location of a bank of mailboxes. Mr. Narkawicz noted additional rooms will be available to respond to the interests of the tenants, such as spas. The facility will provide stairs at the end of the wings as well as elevators. Mr. Narkawicz referenced the Landscaping rendering which included the pedestrian walkway around the building. The facility will also include a catering kitchen for residents to hold meetings, etc. Mr. Narkawicz suggested the residents can be a volunteer source for community needs. With regard to economic benefits, this will be an \$18 million facility; they will employ local contractors and utilize local suppliers. There will be four to eight on-site employees to maintain the facility. Mr. Narkawicz felt they will be providing a housing opportunity for residents to remain in the community; senior housing doesn't have an impact on the school system as children are not part of the resident mix, and senior housing reduces trip traffic in the area.

Before continuing with comments from the Commissioners and the public the Commission paused for a break.

**MOTION: To TAKE A FIVE MINUTE BREAK.**

**Thurz moved/Sullivan seconded/VOTE: In Favor: Unanimous**

The Commission RECESSED at 8:10 p.m. and RECONVENED at 8:19 p.m.

Chairman Ouellette opened discussion to the Commissioners:

Commissioner Moore:

- **If the proposal included sidewalks?** Mr. Coon and Mr. Narkawicz noted sidewalks will be provided along the frontage. Commissioner Moore questioned that someone under previous discussions had proposed extending the sidewalks? Mr. Coon noted there are no sidewalks in front of Don's Automotive, or along

Sofia's Plaza. Commissioner Moore questioned if there could be some connection to Sofia's? Town Planner Whitten clarified the sidewalks would be located within the State right-of-way. Mr. Coon suggested they would have to take the sidewalks to the first driveway, which would be a distance of approximately 400'. Commissioner Thurz cited people will naturally want to cross to Dunkin Donuts. Mr. Narkawicz indicated they did have that discussion; if the State would allow a crosswalk designation they would go with the State recommendation. Mr. Bubaris suggested that's an advantage of having the driveways across from each other; they could include a feature to alert the public. He reiterated that the signal at Route 5 and Route 140 creates gaps to allow the traffic to enter and exit.

- **Is there a berm in front along the road?** Mr. Coon suggested that configuration is actually a detention basin, then the site slopes up higher than the level of the road.

Commissioner Zhigailo:

- **Project Compatibility:** She agreed with Commissioner Moore on the sidewalks but felt the proposal met the Commission's expectations. Mr. Narkawicz reported they would take 12 to 18 months for the permitting process and construction, and would have an opening event. He cited their nearest facility is in New Hampshire. Commissioner Zhigailo felt this was a great project.

Commissioner Kowalski:

- **Is there passive recreation/walking path?** Mr. Narkawicz reported they will be creating a loop as a walking path around the facility; he suggested the facility becomes a social environment for the residents and they like walking around the building. He also noted they will have a patio in the rear; the facilities usually have a flag pole on the grounds.
- **How many elevators?** Mr. Narkawicz reported the facility will have two elevators at the intersections of the wings; the facility will also have stairwells.

Commissioner Sullivan:

- **Sidewalks:** Commissioner Sullivan suggested he would consider sidewalks to Sofia's a plus but would consider a crosswalk to Dunkin Donuts a hazard. Mr. Narkawicz reported the facilities often make arrangements with local businesses to sponsor weekly events; they also have in-house coffee services within the facility.
- **Traffic:** Commissioner Sullivan suggested he's interested to see how the State will manage the traffic, but he felt this was a great project.

Commissioner Thurz:

- **Site topography:** Mr. Coon indicated they will be filling in the front and cutting in the back; there will be a retaining wall in the back southwest corner.

- **Who gets the garages?** Mr. Narkawicz reported an additional rent is charged for the garages; they are provided on a first come first served basis.
- **Any freight elevator?** Mr. Narkawicz replied negatively, but noted sometimes local codes require larger elevators to accommodate freight.
- **What's the exterior construction?** Mr. Narkawicz reported the exterior of the building is vinyl sided; they often go for a color change on the upper levels. The entrance often has stone as well; they use architectural shingles on the roof. Mr. Narkawicz reiterated the facility will be a wood frame structure.
- **Will you use solar panels?** Mr. Narkawicz replied negatively.
- **Calamar is totally responsible for snow removal and maintaining landscaping?** Mr. Narkawicz replied affirmatively.
- **Any medical facilities on site?** Mr. Narkawicz replied negatively, but noted they typically offer healthcare events.
- **Will the crosswalk be on the State highway?** Mr. Narkawicz questioned if the Town has any input? Town Planner Whitten noted the regulations offer a fee-in-lieu of sidewalks. Commissioner Moore questioned if a pedestrian right-of-way could be provided behind maybe Don's Auto? Mr. Narkawicz indicated they can look at that option but he cited concerns with the grades in that area.

Chairman Ouellette: reported he loved the product, and was happy Calamar chose East Windsor, but he wasn't sure about the location.

- **Any assigned parking for residents?** Mr. Narkawicz replied negatively, noting residents can park wherever they want.
- **Where are the mechanicals?** Mr. Narkawicz noted every patio and deck has its own mechanical room; the HVAC unit is there as well. The facility will not have any basements; the electrical panel is in the interior of each unit. There is also a mechanical room on the first floor.
- **Landscaping islands:** Chairman Ouellette suggested they did a terrific job on the landscaping. He questioned how the island locations were chosen, were they strategic or random? Mr. Narkawicz reported there will be lights in each island; they are using perennials rather than shrubs as the tenants often become active in gardening around the facilities.
- **Existing retention basin – how deep, will protection be provided as the existing guardrail is being removed?** Mr. Coon noted the existing basin comes up to the road; they will be filing in much of that area to create a shelf for the sidewalks. Chairman Ouellette questioned the potential for attracting invasive vegetation? Mr. Coon suggested they will be providing a maintenance schedule; the basin will be mowed.
- **Sightline:** Chairman Ouellette noted one tree shown on the Landscaping Plan looks like it might be blocking the sightline; is it outside the sightline? Mr. Coon replied negatively; it is not blocking the sightline.
- **Mobility of pedestrians:** Chairman Ouellette noted he has concerns for the mobility of pedestrians wanting to travel to the west. He's glad the applicant has



shown sidewalks on their property, but he suggested he felt it will be nearly impossible to create sidewalks on the terrain going to Sofia's. He questioned the fairness of requesting Calamar to create sidewalks up the street; although he had concerns for pedestrians walking in the road Chairman Ouellette felt that was beyond their responsibility. Mr. Narkawicz reported their facilities provide transportation for residents to local restaurants; he suggested their residents usually don't want to walk too far. Town Planner Whitten questioned if Calamar has a shuttle for residents? Mr. Narkawicz indicated they don't do that as a matter of course but their management people can arrange transportation based on the interests of the residents.

- **Traffic impact:** Chairman Ouellette noted he agreed with Mr. Bubaris that this facility won't have a significant impact on the traffic; he also agreed the merging traffic is a problem. He felt that everyone must realize there will be delays exiting the facility, particularly in the a.m. and p.m., but he felt this situation isn't all that uncommon in heavily traveled areas. Commissioner Thurz questioned if there was another location half a mile down the road would you have chosen this site? Mr. Narkawicz reported he is coming to the end of his first year with Calamar; he doesn't know if his predecessor looked at this site, or others. Mr. Narkawicz felt the residents work around the peak traffic hours; they don't have to go to work and they don't drive at night, which is one of the reasons they provide the vans/transportation. Town Planner Whitten concurred that in the a.m. hour there are those gaps onto Route 140; people may have to wait awhile but it is possible to get out. Commissioner Sullivan questioned if it would be possible to make it right-turn exit only? Commissioner Kowalski suggested the property is there; it will get developed. Because this proposal is age restricted it probably will have the least impact. Mr. Narkawicz agreed; he suggested the way it's zoned it could be developed more intensely. Town Planner Whitten suggested development could include trucks because of the underlying zone.

Hearing no questions from the Commissioner's, Chairman Ouellette opened discussion to the public:

**Tom Talamini, 23 Rice Road:** felt this is a great project.

**Carol Madore:** reported she is speaking both as the Assessor and a resident living at Mason's Brook. Mrs. Madore agreed with the issue of timing for traffic access; she noted if her timing is off leaving in the morning she often sits and waits for a bit, which isn't always a bad thing. Mrs. Madore felt the proposal is a beautiful building. She suggested rethinking the sidewalks; people do want to be mobile; they do want to walk. Mrs. Madore reported Town Planner Whitten is doing her best to get things done safely. Speaking as the Assessor she thanked Calamar for coming to East Windsor.

**Thomas Killam:** reported he owns 20 and 26 North Road. With regard to the traffic flow Mr. Killam suggested that more people turn into Dunkin Donuts; people use the

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entrance to 20 North Road as their bypass lane. Mr. Killam indicated he would rather see these passing lanes than the sidewalks. Mr. Killam suggested he could see the sidewalks up to Don's and then let him decide if he wants to do the sidewalks. Mr. Killam felt it's less traffic than by Somers Sanitation with the big trucks. As he has had this property on the market he was approached by Ryder and thought it would be more difficult to get large trucks in and out. He also thought of subdividing the property as there is a sewer line between 20 and 26 North Road but that doesn't solve the traffic issue. Mr. Killam agreed with Commissioner Kowalski that this is a good project for this town with less problems. Mr. Killam suggested he didn't feel a light was the answer.

Commissioner Kowalski suggested that with regard to abutters, would it be possible to continue through the back of any property to get to the back of Sofia's? Town Planner Whitten suggested there is a 15' to 20' difference in elevations between those properties. Mr. Narkawicz reiterated Mr. Coon's comment regarding the grading being worse at the rear of the property than out front.

Chairman Ouellette queried the audience for additional comments; no one else requested to speak.

Mr. Narkawicz thanked the Commission for letting him come in and present the proposal. He reported he goes into communities where Calamar wants to be but he appreciated seeing a community that also wants Calamar. He enjoys coming forward with a project that has a benefit for the town as well as Calamar. As manager, owner, and financier these facilities are theirs to maintain and operate and be a vital part of their communities.

Chairman Ouellette queried the Commission with regard to closing this Public Hearing, or needing modifications. He felt the plans are pretty complete; he felt Town Engineer Norton's comments can be a condition of approval. Town Planner Whitten concurred, noting Town Engineer Norton has sent an e-mail indicating that his comments can be a condition of approval. Chairman Ouellette queried the Commissioners for a reason not to close the Public Hearing; the consensus of the Commission was to close the Public Hearing.

**MOTION: To CLOSE the Public Hearing on the Applications of Calamar, Inc. and owner Thomas Killam for a Zone Change from M-1 to MFDD (Multi-Family Development District) for property located at 20 North Road. (Map 112, Block 17, Lot 2) AND, Calamar, Inc. and owner Thomas Killam for a Special Use Permit/Site Plan Approval to allow an Age-Restricted Independent Living Community located at 20 North Road.**

**Thurz moved/Sullivan seconded/DISCUSSION: None.**

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**VOTE: In Favor: Unanimous (Kowalski/Moore/Ouellette/Sullivan/Thurz)  
No one opposed/No Abstentions**

**MOTION TO APPROVE** the petition for a zoning map amendment requested by the applicant, Calamar, Inc. for a zone change for one 6.83 ac parcel known as 20 North Road, also known as Assessor's Map 112, Block 017, Lot 002. The proposed zone change area 6.83 acres +/- is currently zoned M-1. This approval effectively changes the zoning designation to MFDD. This approval shall become effective on the date the legal notice of action appears in the paper.

Map(s) Reference: Zone Change Plan prepared for Calamar, Inc. 20 North Rd, East Windsor, CT, Map 112, Blk 017, Lot 002, prepared by J.R. Russo and Assoc., 1 Shoham Rd, East Windsor, CT 06088, 860/623-0569, Fax 860/623-2485, scale: 1"=100', dated 08-05-16, Sheet 1 of 1.

**Conditions:**

1. This approval does not constitute approval of a site development plan or permit for any construction or use on the subject parcel.
2. Two mylar copies of the approved zone change map must be delivered to the Planning & Zoning Department to be signed by the Chairman and one member of the Planning and Zoning Commission, one shall be returned to the applicant for recording on the Town of East Windsor Land Records. One shall be placed on file in the Planning Office.
3. A copy of this motion shall be recorded on the Town of East Windsor Land Records.

**Sullivan moved/Kowalski seconded/DISCUSSION: None**

**VOTE: In Favor: Unanimous (Kowalski/Moore/Ouellette/Sullivan/Thurz)  
No one opposed/No Abstentions**

**REASONS FOR VOTE:** Commissioner Sullivan suggested he is interested to see how the State will handle the traffic issues, but he felt this is a great project. Commissioner Thurz voted in favor of the proposal because the Town needs more senior housing. Commissioner Zhigailo felt this is a great project; our community will benefit from a project like this. Chairman Ouellette loved the product. While he has concerns for traffic issues they are not uncommon in heavily traveled areas; the State is the stewards of the road and their review process is very transparent. He felt the applicant has done what they could to address traffic concerns. Commissioner Kowalski felt the property is there and will be developed at some point; this age restricted use will probably have the least impact of potential uses. Commissioner Moore felt this was a good project for the community.

**MOTION TO APPROVE Fee in Lieu of Open Space.**

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**Sullivan moved/Kowalski seconded/DISCUSSION: None.**

**VOTE: In Favor: Unanimous (Kowalski/Moore/Ouellette/Sullivan/Thurz)  
No one opposed/No Abstentions**

**MOTION TO APPROVE the Application of Calamar, Inc. and owner Thomas Killam requesting a Special Use Permit/Site Plan Review per Chapters 802, 700 and 900, to allow a 122 unit elderly multi-family residential apartment complex to be located at 20 North Road [Map 112, Block 017, Lot 002]**

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This approval is granted subject to conformance with the referenced plans (as may be modified by the Commission) and the following conditions:

**Referenced Plans:**

1 of 1 Zone Change Plan dated 8/5/16 scale 1"=100', prepared by JR Russo

“Cover Sheet –Calamar,Inc., 20 North Road, East Windsor CT , applicant Calamar, Inc, 4 High St, Ste 149, North Andover MA 01845 and owner Thomas J Killam, 45 Russell Ave, Suffield, CT 06078, prepared by JR Russo Surveyors and Engineers, 1 Shoham Rd, East Windsor CT 06088 860/623-0569 [www.jrusso.com](http://www.jrusso.com) and LADA,PC Land Planners, 104 West St, Simsbury CT 06070 860/651-4971 and 2050 Rte 22 Ste 106, Brewster NY10509 845/278-7424, date 8/23/16

**Including Sheets last revised 3/10/05:**

- 2 /14 Existing Conditions Plan, scale 1"= 40' dated 8/5/16
- 3/14 Erosion Control Plan
- 4/14 Layout Plan
- 5/14 Grading Plan
- 6/14 Storm Sewer Plan
- 7/14 Utility Plan
- 8/14 Planting Plan
- 9/14 Roadway Improvement Plan
- 10/14 Erosion & Sediment Control Notes/Details
- 11-13/14 Detail Sheet
- 14/14 Planting Details
- 1 of 1 Photometric Plan
- Elevation Front and Side – by Wendel, 140 John James Audobon Pkwy, Ste 210, Buffalo NY 14228

**Conditions that must be met prior to signing of mylars:**

1. The applicant shall submit a paper copy of the final approved plans to the Town Planner for review and comment prior to the submission of the final mylar copies

- for signing by the Commission.
2. Two sets of mylar plans shall be submitted to the Commission for signature. All plans shall require the seal and live signature of the appropriate professional(s) responsible for preparation of the plans. (One paper set of the Floor Plans and Elevation shall be submitted for signature.)
  3. The final plans shall contain the street numbers (unit numbers) assigned by the East Windsor Assessor's Office.
  4. The conditions of this approval shall be binding upon the applicant, land owners, and their successors and assigns. A copy of this approval motion shall be filed in the land records prior to the signing of the final mylars.
  5. Addresses for the site must be shown on the mylars.

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

6. The **applicant and/or developer shall schedule and attend a pre-construction meeting** with the Town Planner and Town staff prior to the issuance of any permits or the start of construction.
7. Final architectural elevations and floor plans shall be approved by the Town Planner and/or Commission.
8. One copy of the final site plan shall be filed on the land records.
9. A **Zoning Permit for site work must be applied for and approved prior to the start of construction.** Three sets of the final approved plans shall be submitted at this time.
10. A detailed sediment and erosion control plan for the entire development shall be submitted at the time of application for the site improvement Zoning Permit. The plan shall include the engineers estimated costs for E&S controls. The Town Engineer will review the plan and cost estimates and will set the E&S bond amount.
11. A cash (escrow) or passbook bond shall be submitted for sedimentation and erosion control maintenance and site restoration during the **construction of the project.** (Side bond must be in place before any permits will be issued). Any funds that may be withdrawn by the Town for such maintenance or restoration shall be replaced within five (5) days or this permit shall be rendered null and void.
12. A **landscape bond**, suitable to the town, shall be submitted for all street trees, landscaping and wetlands plantings (if any). The applicants landscape specialist shall prepare an estimated cost to the Town Planner and the final amount shall be determined by staff. Said bond shall be in place prior to any permits being issued.
13. A **Zoning Permit** is required for construction of each building or structure.
14. Foundation as-built surveys for each building shall be submitted and approved before framing and/or the issuance of a Certificate of Occupancy.
15. Additional requirements and procedures may be implemented by the Town

Planner.

**Conditions that must be met prior to the issuance of any Certificates of Occupancy:**

- 16. Final approval and connection fees must be paid for WPCA connections on individual units prior to the issuance of a Certificate of Occupancy.**
17. Site improvements must be completed up-to and around the individual unit/building at the time of CO.
18. Final grading, seeding, landscaping shall be in place or the E&S bond will not be released or reduced.
19. Additional bonding may be required by the Planning Department.
20. All legal documents related to age/occupancy restrictions and the Common Interest Ownership Community shall be approved by the Town Attorney and filed on the land records and condominium documents.
21. All inspection fees must be paid.

**Conditions which that be met prior to the issuance of any certificates of compliance:**

22. Iron pins must be in place at all lot corners and angle points.
23. A paper copy of the final as-built showing all structures, pins, roads, walks, driveways, drainage systems, and final floor elevations as well as grades shall be submitted and approved by the Planner.
24. All public health and safety components of the project must be satisfactorily completed prior to occupancy. In cases where all public health and safety components have not been completed, the Zoning Official may issue a Certificate of Zoning Compliance provided a suitable bond is retained for any remaining site work.

**General Conditions:**

25. This special permit/site plan approval shall become null and void in one year from the date of approval if the activities have not commenced and the site plan shall be considered to be disapproved. The special permit/site plan approval shall expire six years from the date of approval. Failure to complete all required improvements within nine years shall invalidate the approval. The developer may request an extension of time to complete the improvements from the Commission, in accordance the Connecticut General Statutes. The Commission shall require proper bonding be in place prior to the approval of any such extension.
26. This project shall be constructed and maintained in accordance with the referenced plans. Minor modifications to the approved plans that result in lesser impacts may be allowed subject to staff review and approval.
27. Any modifications to the proposed drainage or grading for the project is subject to

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- the approval of the town engineer.
28. Additional erosion controls are to be installed as directed by town staff if field conditions necessitate.
  29. All improvements and development must be performed in accordance with the East Windsor Zoning Regulations and applicable Town policies.
  30. By acceptance of this approval and 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.
  31. Mailboxes will be finalized with staff if not located inside of buildings.
  32. Open space shall be dedicated in the form of fee in lieu per Section 7 of the Subdivision regulations.

**Additional Condition:**

33. **Town Engineer Norton's comments under memo dated 9-12-2016 must be addressed.**

**Sullivan moved/Kowalski seconded/DISCUSSION: None.**

**VOTE: In Favor: Unanimous (Kowalski/Moore/Ouellette/Sullivan/Thurz)  
No one opposed/No Abstentions**

**OTHER BUSINESS:**

Town Planner Whitten reported on the following:

- **Broad Brook School** is open. There are still some issues to be dealt with but they received a conditional approval, not only from a planning perspective but also from the Building Department.
- **Status of the Route 5 Study Committee:**  
They are still working on the process.
- **Next Meeting:**  
Discussion followed regarding if applications will be heard, as several were received this evening, or will it be a workshop? Possible workshop options preparation of the POCD for the Public Hearing, review of Zoning Regulations, review of Sign Regulations.

**OLD BUSINESS:**

Town Planner Whitten reported the POCD is going to CRCOG for approval this Thursday. She suggested this Commission could hold a Public Hearing on either October 10<sup>th</sup> or October 27<sup>th</sup>.

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**NEW BUSINESS:** None

**BUSINESS MEETING/(1)Signing of Mylars and/or Motions:**

**Mylars:**

- **Munich Motorsports, LLC** - Site Plan Approval for a Change of Use to used car sales and repairs at 54 Newberry Road, owned by Tilden Associates, LLC. [M-1 zone; Map 93, Block 19, Lot 5]

**Motions:**

- **McLellan Way Condos** - Site Plan Modification for an approved condominium community located at 55 Winkler Road, owned by Walter E. Bass, Jr., Applicant Diamond Estates, LLC. [MFDD zone; Map 114, Block 84, Lot 005A]

**ADJOURNMENT:**

**MOTION: To ADJOURN this Meeting at 9:30 p.m.**

**Thurz moved/Sullivan seconded/VOTE: In Favor: Unanimous**

Respectfully submitted,

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