

**PLANNING & ZONING COMMISSION  
WINDHAM, CT**

**May 23, 2013**

The Planning & Zoning Commission held its meeting on May 23, 2013 in Town Hall. Chair Paula Stahl called the meeting to order at 7:00 P.M. Members in attendance were Jean Chaine, Claire Lary, Paula Stahl, Juan Montalvo, and Dan Lein. Scott Lambeck, Ed Pelletier and Michael Graff were excused. Also present were Town Planner James Finger and Zoning Enforcement officer Matthew Vertefeuille.

**I) Approval of Minutes**

a) Jean Chaine made a motion to defer action on the minutes of April 25, 2013 to the next meeting and Claire Lary seconded the motion. The motion carried unanimously.

b) The minutes of May 9, 2013 were also deferred.

**II) Hain Materials Corp., 298 Windham Center Road, Windham Center, CT. – Site Plan application for revised plan for excavation.**

Chair Paula Stahl said we are simply taking receipt of the application tonight. The application also needs to be reviewed by the Inland Wetlands Commission.

ZEO Matt Vertefeuille gave an overview of the existing operation. He said their operation hasn't changed much since they were last here.

Joseph Boucher, LS with Towne Engineering, referred to the prior excavation. He said the hillside has been restored and the site is self-contained. He said we are now planning to expand the operation to the south-east corner of the site. We propose to finish up the two pond areas and seek Inland Wetlands approval. He referred to the map and identified the area as the stripped area on the map. He said the ponds will be connected by an under water pipe. He said the ponds are in great health. There are no wetlands involved other than the existing ponds. He said a \$16,000 bond will be in place and must be renewed annually.

Commissioner Jean Chaine said he has a concern when an operation is moving from one location to another and they are not restoring the site.

ZEO Vertefeuille said this is a model excavation site. He added that the berm that goes along the White Cedar Bog has been finished off and has been graded and seeded. Commissioner Chaine said he wasn't referring to this particular operation, but was speaking generally.

Mr. Boucher said they will be going before Inland Wetlands in June and will return to this Commission after they receive wetlands approval.

**III) Horizons Inc., 127 Babcock Hill Road, South Windham, CT – Site plan application for new Commons Building.** Take receipt of the application.

ZEO Vertefeuille said this site plan review is just for this building. It is an update to their previous plan. He said some of the things that have previously been mentioned have been addressed such as sound, noise etc.

Mr. Vertefeuille referred to the site plan process and cited Section 61 of the regulations which spells out the requirements pertaining to landscaping, lighting etc. He said that the Inland Wetlands Commission is still considering the application.

Joseph Boucher, LS with Towne Engineering, referred to the site plan which was previously approved by the Planning & Zoning Commission. He referred to two minor changes; the outdoor cooler is being moved into the building. The other change is a very minor rotation of a building approximately five degrees. This will give a little more separation between Cabin # 2 and the Common Building. Using the map he identified other locations on the site. The dumpster will be in the back of the building. Sheet 7 shows the proposed lighting which will be the same lighting that was approved with the Special Permit. There are no spot lights being proposed, he said.

He then reviewed the proposed parking plan - sheet 6 & 9. The Town Engineer has reviewed the parking plan in terms of traffic. He said they are very well prepared and he has no issues or concerns with the plan.

Mr. Boucher said the Inland Wetlands Commission was not able to act on the proposal last month. I anticipate they will take action on the proposed plan at their next meeting.

He said the architectural details are pretty much what we showed you last month with the five degree rotation.

Chair Stahl referred to the parking plan (sheet 6 – 9). She asked if delivery trucks would utilize the same driveway. Mr. Boucher said it would be the same movement.

He added that the building will be serviced by a Geo thermal well. Commissioner Dan Lein asked how that works. Mr. Boucher explained the operation. He added that the ECSU building has three Geo thermal wells located on the south side of the building.

Commissioner Jean Chaine said one of the Commission's issues was the potential noise from activity on the porch, by rotating the building any noise would be somewhat buffered now. Commissioner Chaine also referred to the lighting. Mr. Boucher said all lights are off at 10:00 P.M.

Mr. Boucher said if the Inland Wetland's Commission approves the plan, Horizons' will come before the commission at the next meeting in June for Site Plan approval.

**IV) John & Patricia Donahue, 460 Boston Post Road, North Windham – Site plan application to continue existing earth excavation.**

Joseph Boucher, LS with Towne Engineering said this is beautifully run operation. It is very clean and well maintained. He said he didn't have anything more to add than what was discussed at the last meeting.

Commissioner Jean Chaine referred to concerns that Joshua's Trust has with the area and the White Cedar Bog. Mr. Boucher said they were concerned with invasive plantings. Commissioner Chaine said Route 6 has impacted the size of the bog and more buildings have gone up. He said one culvert is completely blocked and the other culvert is 90% blocked. Commissioner Chaine said he felt that Joshua's Trust is not doing its part to protect the bog.

Jean Chaine made a motion to approve the request of John & Pat Donahue to continue their existing earth excavation operation for five years. Dan Lein seconded the motion. The motion carried unanimously.

**V) Regulation Revisions**

Chair Stahl referred to the latest draft on the Sign Regulations and the Lighting Regulations and asked if any members had any comments or corrections.

Sign Regulation - Town Planner James Finger said he had a concern with the 1-year limitation found in Section 72.11.10 c. Chair Stahl said this would be reviewed by the Zoning Officer.

Lighting Regulation – Okay as written.

A public hearing will be held on June 27, 2013 on the Sign & Lighting Regulations.

**VI) Report from Zoning Officer**

Zoning Officer Matt Vertefeuille reported on general issues.

The meeting was adjourned at 8:00 P.M. Motion by Jean Chaine and seconded by Juan Montalvo. The next meeting will be held on June 27, 2013.

Respectfully submitted,

Lillian Murray, Clerk