

WINDHAM PLANNING & ZONING COMMISSION MINUTES

July 23, 2015

The Windham Planning & Zoning Commission held its meeting on July 23, 2015 in the 2nd floor Auditorium in Town Hall. Chair Paula Stahl called the meeting to order at 7:00 P.M. Members present were Paula Stahl, Scott Lambeck, Claire Lary and Ed Pelletier. Michael Graff and Jean Chaine were excused. Also present were Code Enforcement Officer Matthew Vertefeuille and Town Planner James Finger.

Approval of Minutes

a) The minutes of June 25, 2015 were corrected; Page 2 , Para 2 Commissioner Ed Pelletier said the regulations state that only a certain amount of area can be opened up and left before you move on to another area. **Chair Stahl said this is what is proposed in the revised draft regulations.** Page 3, Para 1... After further discussion, Paula Stahl made a motion to approve the continuation of the earth excavation on 75 South Windham Road (the Manning property) with a condition that a closing plan be submitted to the ZEO within 60 days for all areas that no longer contain marketable sand and that the close out plan **in those areas** will gradually be accomplished within the next 5 years. Ed Pelletier made a motion to approve the minutes as corrected and Claire Lary seconded the motion. Voting in favor of the motion were Ed Pelletier, Claire Lary and Paula Stahl. Scott Lambeck abstained. The motion carried.

b) The minutes of July 9, 2015 were approved on a motion made by Claire Lary and seconded by Paula Stahl. Voting in favor of the motion were Claire Lary and Paula Stahl. Ed Pelletier and Scott Lambeck abstained. The motion carried.

Old Business

a) HRES Willimantic, LLC, 161 Main Street, Willimantic, CT – Final review of revised site plan with CT-DOT conditions.

Chair Stahl announced that the applicant will be late and has requested that this application be taken up later in the meeting.

Ed Pelletier made a motion to move discussion on this application to later in the evening following New Business and Paula Stahl seconded the motion. The motion carried unanimously.

Public Hearing (Discussion and Possible Action)

a) T & G Realty, Inc., 137 Boston Post Road, Route 66, North Windham, CT –
Application for a 44' X 75' service bay addition, and miscellaneous improvements to existing auto dealership, including façade improvements and new signage.

Greg A. Glaude, LS, with Killingly Engineering Associates, submitted a revised plan for a service addition to the existing auto dealership located at 137 Boston Post Road, Windham, CT.

He referred to the Statement of Use which was included with the application: The applicant proposes an expansion and modifications to an existing automobile dealership. They plan to construct a 3,300 square foot (44' X 75'), 5 bay service area. They also plan to enclose an existing service drop off area, and update the front building façade in accordance with Nissan corporate requirements. The new building will be utilized for general repairs; not for automobile body work. He said the expansion will be adjoined to the existing service area and will be constructed over an area that is currently paved. The net result of the building addition will not create any additional impervious area; the pavement will simply be replaced with roof.

The drop area for service is currently under a canopy, and is open to the elements on all sides. The proposed improvements will enclose the drop off area for service customers.

The property is approximately 7.5 acres and consists of 3 separate parcels (lots 13, 14, and 15). The easternmost parcel (lot 15) presently houses the existing Nissan dealership building and "Spotless" car wash. It is on this parcel that the service area expansion and canopy improvements are proposed.

Mr. Glaude then reviewed the proposed parking and front elevations.

A general discussion ensued.

Ed Pelletier referred to the impervious area shown on the plan. He said the regulations allow a maximum lot coverage of 70% and that does not include building coverage. The lot coverage includes all impervious area on the property. He said the maps would have to be changed to reflect the 70% coverage. Mr. Glaude agreed to make the change.

As there was no one in the audience to comment on the proposal, the public hearing was closed.

Chair Paula Stahl made a motion to approve the application as submitted, as well as the comments made by the applicant ~~with a condition~~ that the table on page 1 be corrected to reflect the total lot coverage. ^{provided} Scott Lambeck seconded the motion. The motion carried unanimously.

New Business

Hain Materials, 127, 249A & 249R Windham Center Road – Progress report on the continuation of an existing earth excavation.

Joseph Boucher, LE with Towne Engineering, spoke to the application to continue the same plan that was approved 5 years ago. He said the area is well contained and there are no soil & erosion control problems. Some trees have been planted on the site, he added.

A general discussion ensued.

Chair Stahl asked if the applicant had any aerial photos of the site. Mr. Boucher said he did not. Ed Pelletier questioned if trucks gain access to the site from across the street. Mr. Boucher said yes.

After brief deliberations Ed Pelletier moved to approve the 5-year renewal on the continuation of the earth excavation as shown on the plans submitted. This was seconded by Claire Lary and the motion carried unanimously.

Old Business

HRES Willimantic, LLC – Final review of revised site plan with CT-DOT conditions.

Doug Murray of Hunt Real Estate located in Abington, Ma. spoke to the plan. He said since we were last here, we have met with the Department of Transportation who granted access for the applicant to establish a “no parking zone” on the east side of Route 66 from Elm Street to Ives Street.

Code Enforcement Officer Matt Vertefeuille said “no parking” signs will be placed on Main Street to keep the lanes clear which will help to improve sight lines.

Mr. Murray said they also met with the Zoning Board of Appeals who granted relief from lot coverage.

Mr. Murray reviewed parking on the site and added that they have made some modifications on the site to allow for truck movement. Chair Stahl expressed concern about truck traffic in the parking lot. If they have 5 or 6 deliveries a day this configuration will be problematic. Mr. Murray addressed Chair Stahl’s concerns. He said they don’t anticipate any problems with truck traffic as the store has only one delivery per week. In addition they tend not to deliver during high usage times so they are not going to be there at 4 or 5 o’clock in the afternoon.

Mr. Murray said trees will be planted along Ives Street. He then referred to a colored rendering of the building.

Chair Stahl said that she was glad that the application is finally before the commission. Planner Finger explained that the commission has 65 days from the time that an application is received to act on it unless an extension is granted. Mr. Finger explained that the applicant did grant a 65-day extension to the PZC to resolve some issues with the DOT regarding sight lines along Main Street.

Chair Stahl referred to a letter received from the State of Connecticut Dept. of Transportation stating that their office has completed review of the submitted plans and find the proposal acceptable with the addition of a No Parking Zone established on the east side of Route 66.

The letter stated that upon receiving Planning & Zoning approval, a final review will be performed by the Depart of Transportation at which time additional changes may be required. He stated that an encroachment permit may be obtained upon approval of certain criteria.

Chair Stahl also referred to a letter from Town Engineer Joseph Gardner stating that the sidewalk on Main Street from Ives Street to Elm Street fronting the proposed store is in poor condition. He recommended that the sidewalks be replaced along the entire frontage of the property and not just 110 feet where the entrance is proposed.

A discussion ensued.

Ed Pelletier asked about the design of the roof. Mr. Murray said the roof has been designed to dissipate any water. He said there are 4 roof leaders in the front of the building and 1 roof leader in the back. Chair Stahl referred to the adjoining property and voiced her concern about maintenance. Ed Pelletier said a note should be added to the plan depicting lot coverage.

Mr. Murray outlined some of the changes on the plan as a result of comments made by the commission and town staff: 1) The driveway entrance has been modified to include a full pedestrian concrete sidewalk across the entire entrance. 2) Parking spots 8, 9, & 10 have been relocated away from the entrance and beyond the setback. One spot has been moved to the rear of the site. 3) Handicapped spots have been modified to be 10' wide with 5' hatched area. 4) The canopy facing Main Street has been added to the site plan. 5) A bike rack has been added to the SW corner of the building. 6) The access to the Beausoleil property in the rear has been removed. 7) There will not be a fence or guard around the storm water detention area and the tree locations have been reviewed and will not impact the sightlines. 8) The lighting plan is being modified. 9) The plans have been corrected to identify the property as being in Willimantic, CT.

After some further discussion Chair Stahl moved to approve the application for HRES Willimantic, LLC, 161 Main Street, Willimantic as shown on the revised plans and based on comments made by the applicant's agent with the following conditions;

- 1) Downspout DS-1 be piped to catch basin CB-1;

- 2) Exterior cement board to be Nichiha Vintage or approved equal;
- 3) The sidewalk along Main Street, between Elm and Ives Streets be replaced with new concrete as recommended by the Town Engineer;
- 4) No fence shall be installed at the basin; and
- 5) Details on the screened dumpster be submitted on the architectural plans for ZEO approval.

The motion was seconded by Ed Pelletier. The motion carried unanimously.

As there was no further business, the meeting was adjourned at 8:15 P.M. The motion to adjourn was made by Ed Pelletier and seconded by Claire Lary. The motion carried unanimously.

Respectfully submitted,

Lillian Murray, Clerk