

WINDHAM PLANNING & ZONING COMMISSION

Regular Meeting

**Corrected*

September 22, 2016 - 7:00 PM

Windham Town Hall, 979 Main St., Willimantic

Call to Order Jean Chaine-Acting Chair called the meeting to order at approximately 7 PM. Others in attendance were: Edward Pelletier, Michael Graf and alternate Scott Lambeck. Claire Lary, and Paula Stahl-Chair were excused, so Scott Lambeck was appointed as a voting member. Staff present were Matt Vertefeuille Director of Code Enforcement, and James Finger, Town Planner.

Approval of Minutes for Aug 25, 2016 - Michael Graf made a MOTION to approve the minutes, and Scott Lambeck SECONDED the motion; all voted in favor.

New Business: (*DISCUSSION & POSSIBLE ACTION*)

O'Reilly's 1031 Main St - Willimantic - Site Plan review for retail use in B-1A District - take receipt

The Acting Chair invited the applicant's representative to make a presentation.

Casey Burch of Solli Engineering represented the applicant, and gave an overview of the proposal.

Acting Chair Chaine asked about the drainage, and referred to the Town Engineer's recommendations - among which was to use perforated piping, and open bottomed catch basins for the storm water.

Mr. Burch agreed that they could look into the Town Engineer's recommendations for reducing storm water flow.

The Chair then reviewed his notes on landscaping, and asked if the plants along Main Street were salt tolerant. Mr. Burch said he would confer with their Landscape Design professionals on salt tolerant species in front. Discussion then ensued about the landscaping planned for the rear - next to ECSU's Dormitory parking lot.

The Chair then asked about the plan to replace the guard rail along the common property line with Dunkin Donuts, and asked if they could treat this more aesthetically. In addition, he urged that they use a commercial grade of fencing for the dumpster enclosure - as the gates are likely to see heavy use, and to coordinate colors with the building. Mr. Burch agreed to look into these.

The Chair asked about delivery trucks, and how they would access the building - as it appeared that the loading area was away from the building, and required the delivery man to bring supplies to the building by hand-truck across the rear drive lane. He also asked what sized delivery vehicles would be used. Mr. Burch concurred that this is the case, and that the deliveries would be made with an SU-30; so it's a short truck. They would use a drop down platform to lower supplies to the ground - as there won't be a loading dock. Some discussion ensued.

The Chair asked how you'd prevent the delivery vehicle from parking next to delivery door to the building in the driveway. Mr. Burch said they could write it up in the S.O.P.

Commissioner Pelletier suggested adding an illustration of a truck parked on the plans.

The Chair asked about the amount of parking, as it appears to be in excess of what is needed.

Mr. Burch replied that O'Reilly's standard parking is 36 spaces, so it was a challenge to get it down to the 31 spaces shown, but the site doesn't have room for more. Discussion ensued about possibly using pavers in the rear for part of the parking to allow more storm water infiltration. Mr. Burch said he would look into that.

Commissioner Pelletier was concerned about widening the Main St. entrance because of its proximity to the intersection. He asserted that he would not be inclined to approved the plan without getting comments from DOT. Planner Finger also expressed concern with left turn movements.

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The Chair commented that we have regulations that talk about shared access. Planner Finger asked Mr. Burch if they could look at the possibility of moving the dumpster a little farther north to leave an access open in the rear parking lot - as it had once existed - to permit vehicles from Dunkin Donuts to exit out to Windham St. This would be a safety enhancement to the neighborhood, as there is no other way to get out of the neighboring property.

Commissioner Pelletier then asked about outside colors for the building, as he said it would look better with a red brick color, and the Chairman agreed.

Commissioner Pelletier asked about the building location, and commented that the former Benny's store had to remove some contamination in that location, and the fill may not have been properly compacted for this building to be located there.

**The applicant will return with a revised plan at the next meeting.*

Other Business - (DISCUSSION POSSIBLE ACTION)

Town Plan of Conservation and Development Rebecca Augur of Milone & McBroom Consultants for the Town's POCD informed the Commission on progress with a data summary, and existing land use map. She urged the Commission to consider an outline of focus topics for community forums. She advised the Commission of feedback from a tabling event held at the previous week's 3rd Thursday Street Festival, and asked for help in distributing cards to the public to encourage participation.

She then reviewed a land use map of existing uses - which the previous plan did not have to the same level of detail. She asked about the various land use categories for a future zoning scheme. The question of how to classify Educational uses, Excavation activities, and Open Space was raised. As to the latter, how should Public or Private Open Space be shown; and should there be any distinction between 490 Forest and Agriculture Preservation lands. Discussion ensued about possibly combining some of the land uses into an encompassing zoning district. Planner Finger asked if the staff could look over the map, and an electronic version could be sent to Chair Stahl for her to comment as well.

(Claire Lary arrived)

Next, Ms. Augur asked about setting up public focus group meetings, and commented that she understood that the Commission didn't feel that July or August was a good time, but now time is getting short. Planner Finger volunteered to help set up meetings.

Report from Zoning Enforcement Officer -

The Zoning Officer introduced the Commission to the new owner of the Xtra-Mart gas station near Memorial Park. He explained that the owner asked about adding car wash in one of the unused bays as an accessory use. Some discussion ensued as to how the Commission could consider the proposal as an exchange of non-conforming uses. Planner Finger said that there is a provision in the regulations for non-conformities under Section 3.10.8 that would allow the Commission to consider this. Commission asked owner to submit a preliminary plan and description of operation.

Routine Business - None

Adjourned The meeting was adjourned at 8:14 PM

Respectfully submitted by James Finger, Town Planner

RECEIVED FOR RECORD

2016 OCT 28 A 11:39

Barbara M. Kusney
WINDHAM TOWN CLERK Deputy