



STATE OF CONNECTICUT – COUNTY OF TOLLAND
INCORPORATED 1786

TOWN OF ELLINGTON

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DESIGN REVIEW BOARD REGULAR MEETING MINUTES THURSDAY, JUNE 18, 2020, 7:00 P.M. ZOOM MEETING

**(IN-PERSON ATTENDANCE NOT PERMITTED DUE TO COVID19)
(INSTRUCTIONS TO JOIN VIRTUAL MEETING PROVIDED BELOW)**

MEMBERS PRESENT: Chairman Robert Dawson, Michele Beaulieu, Gary Chapin, and Ronald Stomberg

MEMBER(S) ABSENT: Kevin Zahner

STAFF PRESENT: Lisa Houlihan, Town Planner and Barbra Galovich, Recording Clerk

I. CALL TO ORDER:

Lisa Houlihan, Town Planner called the meeting to order at 7:07 P.M.

II. PUBLIC COMMENTS (On Non-Agenda Items): None

III. NEW BUSINESS:

- 1. Review of design elements for Z202008 – MJS Leasing LLC & Chilson Realty Co. owners/ Town of Vernon & Town of Ellington applicants, for the construction of four full-size soccer fields, parking and access roads, concession and restroom buildings, and associated site improvements on properties along the east side of Windermere Avenue near the Vernon town line, at APNs 011-033-0000, 019-005-0004 and 019-005-0005.**

David Smith, Vernon Town Engineer and Shaun Gately, Economic Development Coordinator, 55 West Main Street, Vernon, CT, were present to represent the application.

Mr. Smith explained the proposed project is located on separate parcels and the parcels will be merged. He explained there will be a single point of entry off of Windermere Avenue. Plans propose construction of four full-size soccer fields, associated parking and access roads with bituminous millings, a variety of plantings, removal of a few trees, a concession building with restrooms and storage and a second building for restrooms and storage. The land is presently used agriculturally for growing crops and there is no plan to farm it this year.

Mr. Smith explained the application was continued by the Inland Wetland Agency in June and he will present the application to the Planning & Zoning Commission Monday night. He noted they would like to incorporate any concerns from the Design Review Board to plans they will revise and resubmit to the town. He said the soils are good on the site and plans include installing a septic system and connecting public water from Windermere Avenue.

Ms. Houlihan stated the photos of the buildings are from recreational facilities in South Windsor and were provided by Mr. Gately.

Mr. Smith noted there is a street light on Windermere Avenue near the entrance between fields 1 and 2. The plans do not include other pole lighting and no night games are planned to take place on the site. They are looking to install a line of dogwood trees to buffer the fields from abutters, with sugar maple trees in the front. As for the parking areas, they are proposing either red oaks or white oaks as shade trees in the parking areas. The site will have one acre of parking and the rest of the land will be grassed.

Chairman Dawson noted the Town of Vernon would like to start Phase 1 immediately upon approvals. He asked about the Memorial Playground Area shown on the plans. Mr. Smith stated the town was approached by Mrs. Poulin asking for an area for a memorial playground in honor of her son.

Chairman Dawson explained the Design Review Board's role is to look at the buildings, plantings, site lighting, etc. He favors the use of sugar maples along the street and red oaks near concessions but questioned why crab apple trees were proposed along neighboring houses. He suggested that firs, pines or other species be used that will screen the fields from the existing neighbors. Mr. Smith explained they have not decided exactly what type of trees will be planted, but provisions are shown on the plans as placeholders and will be 20 feet apart. Mr. Smith explained the change in grade from Windermere Avenue to western portions of the site and how the changes in grade help screen the project. He said the parking lot will need to be adjusted to accommodate recommendations from Dana Steele, Ellington Town Engineer.

Chairman Dawson said if the buildings will have safety lights they should be shielded and Mr. Smith said the buildings will have single or double, fully-shielded wall packets for security purposes. Chairman Dawson stated he likes the design on the buildings. Commissioner Chapin explained he prefers the design of the white trimmed building. Mr. Gately noted the photos are from two different areas in South Windsor. Mr. Smith added that the buildings will be the same design and mentioned they are over 300' from Windermere Avenue.

Ms. Houlihan verified with the board they are in favor of the white trimmed building with the shingled roof rather than the metal roofed building.

Commissioner Beaulieu asked if a gate would be installed at the entrance of the park to prevent vandalism. Mr. Smith explained the entrance will be one lane in and two lanes out with a 30' wide entrance/exit. He explained it would be difficult to place a gate at the roadside but they could possibly have a chain and padlock further in where the drive is narrower. They discussed concern that a gate would hinder access by police and fire.

Commissioner Stomberg stated he is impressed with the overall plan and finds the buildings acceptable. He feels the project is a great idea. He asked who the gate keeper would be if a gate and lock were installed. He suggested they try letting the public be on their best behavior instead of recommending a gate be installed. The Board agreed and felt a gate could be added in the future if it was needed.

BY CONSENSUS, THE BOARD GRANTED A POSITIVE REFERRAL TO THE PLANNING & ZONING COMMISSION FOR THE PLANS TO CONSTRUCT FOUR FULL-SIZE SOCCER FIELDS, PARKING AND ACCESS ROADS, CONCESSION AND RESTROOM BUILDINGS, AND ASSOCIATED SITE IMPROVEMENTS ON PROPERTIES ALONG THE EAST SIDE OF WINDERMERE AVENUE NEAR THE VERNON TOWN LINE, APNS 011-033-0000, 019-005-0004 AND 019-005-0005, AND SUGGEST CONCESSION, BATHROOM AND STORAGE BUILDINGS BE SIMILAR TO THE DESIGN WITH ASPHALT SHINGLED ROOF AND WHITE TRIM.

THE COMMISSION DISCUSSED PLANTINGS TO THE REAR OF EXISTING HOMES AND AGREED THE SPECIES SHOULD BE DETERMINED BY THE PLANNING AND ZONING COMMISSION AND THE APPLICANT.

IV. ADMINISTRATIVE BUSINESS:

1. Approval of the May 15, 2019 and July 18, 2019 Special Meeting Minutes

MOVED (BEAULIEU), SECONDED (CHAPIN) AND PASSED (STOMBERG – ABSTAINED) TO APPROVAL OF MAY 15, 2019 SPECIAL MEETING.

MOVED (BEAULIEU), SECONDED (CHAPIN) AND PASSED UNANIMOUSLY TO APPROVAL OF JULY 18, 2019 SPECIAL MEETING MINUTES.

2. Correspondence/Discussion:

- a. Ellington – Design Review Guide

Ms. Houlihan stated she updated the Design Review Guide approved by the Board during the Route 83 Corridor Study to remove the policy sections. The Board liked the updated guide, but suggested a date be added on the first page. Ms. Houlihan noted the date of December 2015 would be added and they would receive an updated page 1 of the Design Review Guide.

V. ADJOURNMENT:

**MOVED (BEAULIEU), SECONDED (CHAPIN) AND PASSED
UNANIMOUSLY TO ADJOURN THE DESIGN REVIEW BOARD MEETING
AT 7:46 PM.**

Respectfully submitted,

Barbra Galovich, Recording Clerk