



STATE OF CONNECTICUT – COUNTY OF TOLLAND  
INCORPORATED 1786

# TOWN OF ELLINGTON

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## **DESIGN REVIEW BOARD SPECIAL MEETING MINUTES THURSDAY, MAY 12, 2022, 7:00 P.M.**

**IN PERSON ATTENDANCE: TOWN HALL ANNEX,  
57 MAIN STREET, ELLINGTON, CT**

**REMOTE ATTENDANCE: ZOOM MEETING  
(ATTENDEES WERE IN PERSON UNLESS OTHERWISE NOTED)**

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

**MEMBER(S) ABSENT:** None

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

### **I. CALL TO ORDER:**

Chairman Robert Dawson called the meeting to order at 7:00 P.M.

### **I. NEW BUSINESS:**

1. Review of design elements for Z202205 – Apostolic Christian Church of Ellington, owner/applicant, for Site Plan Modification to construct a fellowship hall, patio/gathering areas, drives, parking, utilities and associated improvements at 34 Middle Butcher Road, APN 028-023-0000, in a R (Residential) Zone.

Jenn Kloter, One Abbott Road, Unit 106, Ellington, CT, was present to represent the application. Ms. Kloter said she is a member of the church and they have been working on this project for the last two and half years. There was a previous building in the location and they are looking to erect a new fellowship hall. The church is in front of the proposed building off of Middle Butcher Road. They will be using the existing parking areas and adding some parking to the side of the proposed fellowship hall. The previous building was torn down in 2020. Ms. Kloter stated they would like this building to serve multiple functions and to be able to serve more of the community.

Ms. Kloter described the interior of the building, there will be a large assembly room with a kitchen and a smaller gathering room with another kitchen, corner room of the building will be utilized for harvest call work, outreach to the community, as well as, a nursery room and bathrooms. The east side of the building will be more service related and the west side will have a patio area with a future pergola.

Chairman Dawson asked if the new structure will have a basement, Ms. Kloter stated it will be a half walkout basement. She reviewed the building elevations and noted a walking path to Turkey Brook and installation of a carport at the front of the building. There is no activity proposed in front of the existing church along the frontage of the parcel. Ms. Kloter explained the proposed footprint of the building is small than the demolished buildings combined. Ms. Kloter said the proposed building will have gray siding, white trim and brick on the bottom of the building to match the church colors.

Commissioner Beaulieu asked about screening of the two dumpsters and loading dock area on the east side of the building. Ms. Kloter stated the dumpsters can't be seen from the church parking lot and there is an existing tree line that abuts the neighbors. The proposed additional parking drive will include a turnaround for easier traffic flow and a few trees have been preserved to replant them within the area. Ms. Kloter reviewed the landscape design and lighting photometric plan. Some of the mechanicals will be on the rooftop in the middle of the building and at a lower elevation than the surrounding roofline, and some will be in the basement of the building.

Commissioner Zahner said the proposal is well done. Commissioner Chapin complimented them on the project. Chairman Dawson asked about the brick on the new building and suggested if they are looking to match the church, they may want to increase the brick on the front and sides of the building up to the gables. Ms. Kloter stated they are trying to keep the residential look with Cape Cod colors as well as trying to blend with the church building.

Chairman Dawson told Ms. Kloter it's a great project and great job done on the presentation. No one from the public spoke regarding the application.

**MOVED (BEAULIEU), SECONDED (ZAHNER) AND PASSED UNANIMOUSLY TO GRANT A POSITIVE REFERRAL TO THE PLANNING & ZONING COMMISSION** to construct a fellowship hall, patio/gathering areas, drives, parking, utilities and associated improvements at 34 Middle Butcher Road, APN 028-023-0000, in a R (Residential) Zone, for Z202205 – Apostolic Christian Church of Ellington, owner/applicant.

2. Review of design elements for Z202208 – SJM Properties LLC, owner/ Seth Carson, applicant, request to modify Site Plan previously approved August 27, 2012 and expired August 27, 2017, to construct a self-storage facility, fencing and gates, landscaping and related improvements at 162 Maple Street, APN 072-028-0000, in a Planned Commercial (PC) Zone.

Seth Carlson, SJM Properties, LLC, 162 Maple Street, Ellington, CT, was present to represent the application. Chairman Dawson stated this application was previously approved back in August of 2012, but expired in August of 2017, for a self-storage facility. Mr. Carlson stated they are looking to proceed with the project, rather than building 2 larger storage buildings they have modified their proposal with three smaller 100X20 buildings with smaller square footage. He noted all the units will be 10x10, the exterior will be brown with white doors. Mr. Carlson explained they are looking to erect an 8' fence with 4' arborvitaes around three sides of the parcel and entry gates will be automatic. Renters of storage units will be assigned a pin code to enter the storage area. Mr. Carlson stated they will use a portion of the front building as an office for the storage facility. Commissioner Chapin asked about the existing row of trees in the back of the property. Mr. Carlson said the existing trees will remain. Commissioner Chapin asked what type of storage will be allowed. Mr. Carlson stated the storage units will be rented to individuals for personal (residential) storage, no businesses will be allowed and no outside storage will be allowed.

Ms. Houlihan noted in accordance with Section 6.1(C) of the Zoning Regulations all new plantings shall be a minimum of six feet in height after planted and pruned. Mr. Carlson said he will install 6' arborvitaes and recalculate how many will be needed to surround three sides of the storage facility. Mr. Carlson explained they will only have one non-illuminated sign attached to the end of the middle building and at least two wall mounted lights will be installed on each side of the buildings and one at each end of each building.

Commissioner Stomberg asked if a traffic study has been done on Berr Avenue. Mr. Carlson stated no traffic study has been performed and is aware individuals use that road as a cut through to Main Street. He noted Tomoka Avenue has an entrance to the site as well. Commissioner Beaulieu inquired about dumpsters. Mr. Carlson said there is a dumpster in the back of the existing machine shop building that will be used for both businesses. Commissioner Stomberg suggested replacing the proposed chain link fence with a green vinyl coated chain link fence, to which Mr. Carlson was amenable to. Chairman Dawson liked the landscape concept of blocking the view from the street. Ms. Houlihan summarized the commission suggestions to the applicant: consider completing a traffic study, change the arborvitaes from 4' to 6' feet in height after planted and pruned, and change the fencing from chain link to green vinyl coated chain link fence.

No one from the public spoke regarding the application.

**BY CONSENSUS, THE BOARD GRANTED A POSITIVE REFERRAL TO THE PLANNING & ZONING COMMISSION** to construct a self-storage facility, fencing and gates, landscaping and related improvements at 162 Maple Street, APN 072-028-0000, in a Planned Commercial (PC) Zone.

**RECOMMENDATIONS:**

**REPLACE 4' TALL ARBORVITAES SHOWN ON THE PLAN WITH 6' ARBORVITAES, WHEN PLANTED AND PRUNED;  
PROVIDE A GREEN VINYL COATED CHAIN LINK FENCE;  
CONSIDER PROVIDING A TRAFFIC STUDY;**

**II. ADMINISTRATIVE BUSINESS:**

1. Approval of the December 16, 2021 Special Meeting Minutes

**MOVED (BEAULIEU), SECONDED (CHAPLIN) AND PASSED UNANIMOUSLY TO APPROVE THE DECEMBER 16, 2021 SPECIAL MEETING MINUTES AS WRITTEN.**

**III. ADJOURNMENT:**

**MOVED (BEAULIEU), SECONDED (CHAPLIN) AND PASSED UNANIMOUSLY TO ADJOURN THE DESIGN REVIEW BOARD MEETING AT 7:38 P.M.**

Respectfully submitted,

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Barbra Galovich, Recording Clerk