



STATE OF CONNECTICUT – COUNTY OF TOLLAND
INCORPORATED 1786

TOWN OF ELLINGTON

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TEL. (860) 870-3120 TOWN PLANNER'S OFFICE FX (860) 870-3122

PLANNING AND ZONING COMMISSION REGULAR MEETING MINUTES

MONDAY, MAY 23, 2022, 7:00 PM

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

REMOTE ATTENDANCE: ZOOM VIDEO CONFERENCING

(ATTENDEES BELOW WERE IN PERSON UNLESS OTHERWISE NOTED)

MEMBERS PRESENT: CHAIRMAN ARLO HOFFMAN, VICE CHAIRMAN SEAN KELLY, SECRETARY ROBERT SANDBERG, JR., REGULAR MEMBERS WILLIAM HOGAN, F. MICHAEL FRANCIS, MICHAEL SWANSON AND JON MOSER, AND ALTERNATES RACHEL DEARBORN AND KEN RADZIOW (ARRIVED AT 7:48 PM.)

MEMBERS ABSENT: NONE

STAFF PRESENT: LISA HOULIHAN, TOWN PLANNER AND BARBRA GALOVICH, RECORDING CLERK

I. CALL TO ORDER: Chairman Hoffman called the meeting to order at 7:00 pm.

II. PUBLIC COMMENTS (On non-agenda items): None

III. PUBLIC HEARING(S):

1. Z202203 - Juliano Family One, LLC, owner/Brian Juliano, applicant, request to modify Special Permit and Site Plan Approval to move retention pond approved in phase I, expand pavement for parking and outdoor storage, and associated site improvements at 100 Windermere Avenue, APN 018-021-0000, in the IP (Industrial Park) Zone.

Chairman Hoffman stated this application is not ready to be heard and asked to table it until the next regularly scheduled meeting on June 27, 2022.

MOVED (FRANCIS) SECONDED (SWANSON) AND PASSED UNANIMOUSLY TO TABLE OPENING OF PUBLIC HEARING TO THE NEXT MEETING ON MONDAY, JUNE 27, 2022, 7:00 PM, 57 MAIN STREET, ELLINGTON, CT, AND ZOOM VIDEO CONFERENCING FOR Z202203 - Juliano Family One, LLC, owner/Brian Juliano, applicant, request to modify Special Permit and Site Plan Approval to move retention pond approved in phase I, expand pavement for parking and outdoor storage, and associated site improvements at 100 Windermere Avenue, APN 018-021-0000, in the IP (Industrial Park) Zone.

CHAIRMAN HOFFMAN RECUSED HIMSELF FOR APPLICATION Z202205, VICE CHAIRMAN KELLY WAS SEATED AS ACTING CHAIRMAN.

2. Z202205 – Apostolic Christian Church of Ellington, owner/applicant, request for Special Permit pursuant to 3.1.4 - Community/Institutional Uses and 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.

Time: 7:01 pm

Seated: Kelly, Sandberg, Hogan, Francis, Swanson, Moser and Dearborn

PLANS REVIEWED:

Cover Page prepared for Apostolic Christian Church, 34 Middle Butcher Road, Ellington, Connecticut, prepared by: Alfred Benesch & Company, 120 Hebron Avenue, 2nd Floor, Glastonbury, CT 06033; Scale: NTS; Sheet: 1 of 23; Date: April 8, 2022.

Limited Boundary & Topographic Survey prepared for Apostolic Christian Church of Ellington, Connecticut, Inc. Middle Butcher Road, Ellington, Connecticut, prepared by: Alfred Benesch & Company, 120 Hebron Avenue, 2nd Floor, Glastonbury, CT 06033; Scale: 1"=30'; Sheet: 2 of 23; SV.01; Date: Jan 2022.

General Information prepared for Ellington Apostolic Christian Church Fellowship Center, 34 Middle Butcher Road, Ellington, Connecticut, prepared by: Alfred Benesch & Company, 120 Hebron Avenue, 2nd Floor, Glastonbury, CT 06033; Scale: NTS; Sheet: 3 of 23; GI0.1; Date: April 8, 2022.

General Information prepared for Ellington Apostolic Christian Church Fellowship Center, 34 Middle Butcher Road, Ellington, Connecticut, prepared by: Alfred Benesch & Company, 120 Hebron Avenue, 2nd Floor, Glastonbury, CT 06033; Scale: NTS; Sheet: 4 of 23; GI0.2; Date: April 8, 2022.

Demolition & Preparation & Erosion and Sediment Control Plan prepared for Ellington Apostolic Christian Church Fellowship Center, 34 Middle Butcher Road, Ellington, Connecticut, prepared by: Alfred Benesch & Company, 120 Hebron Avenue, 2nd Floor, Glastonbury, CT 06033; Scale: 1"=30'; Sheet: 5 of 23; C1.0; Date: April 8, 2022.

Demolition & Preparation & Erosion and Sediment Control Plan prepared for Ellington Apostolic Christian Church Fellowship Center, 34 Middle Butcher Road, Ellington, Connecticut, prepared by: Alfred Benesch & Company, 120 Hebron Avenue, 2nd Floor, Glastonbury, CT 06033; Scale: 1"=30'; Sheet: 6 of 23; C1.1; Date: April 8, 2022.

Materials Plan prepared for Ellington Apostolic Christian Church Fellowship Center, 34 Middle Butcher Road, Ellington, Connecticut, prepared by: Alfred Benesch & Company, 120 Hebron Avenue, 2nd Floor, Glastonbury, CT 06033; Scale: 1"=20'; Sheet: 7 of 23; C2.0; Date: April 8, 2022.

Layout and Parking Plan prepared for Ellington Apostolic Christian Church Fellowship Center, 34 Middle Butcher Road, Ellington, Connecticut, prepared by: Alfred Benesch & Company, 120 Hebron Avenue, 2nd Floor, Glastonbury, CT 06033; Scale: 1"=30'; Sheet: 8 of 23; C3.0; Date: April 8, 2022.

Grading & Drainage Plan prepared for Ellington Apostolic Christian Church Fellowship Center, 34 Middle Butcher Road, Ellington, Connecticut, prepared by: Alfred Benesch & Company, 120 Hebron Avenue, 2nd Floor, Glastonbury, CT 06033; Scale: 1"=20'; Sheet: 9 of 23; C4.0; Date: April 8, 2022.

Utility Plan prepared for Ellington Apostolic Christian Church Fellowship Center, 34 Middle Butcher Road, Ellington, Connecticut, prepared by: Alfred Benesch & Company, 120 Hebron Avenue, 2nd Floor, Glastonbury, CT 06033; Scale: 1"=30'; Sheet: 10 of 23; C5.0; Date: April 8, 2022.

Planting Plan prepared for Ellington Apostolic Christian Church Fellowship Center, 34 Middle Butcher Road, Ellington, Connecticut, prepared by: Alfred Benesch & Company, 120 Hebron Avenue, 2nd Floor, Glastonbury, CT 06033; Scale: 1"=20'; Sheet: 11 of 23; C6.0; Date: April 8, 2022.

Planting Plan & Planting Schedule prepared for Ellington Apostolic Christian Church Fellowship Center, 34 Middle Butcher Road, Ellington, Connecticut, prepared by: Alfred Benesch & Company, 120 Hebron Avenue, 2nd Floor, Glastonbury, CT 06033; Scale: As Indicated; Sheet: 12 of 23; C6.1; Date: April 8, 2022.

Materials Details prepared for Ellington Apostolic Christian Church Fellowship Center, 34 Middle Butcher Road, Ellington, Connecticut, prepared by: Alfred Benesch & Company, 120 Hebron Avenue, 2nd Floor, Glastonbury, CT 06033; Scale: NTS; Sheet: 13 of 23; C7.0; Date: April 8, 2022.

Materials Details prepared for Ellington Apostolic Christian Church Fellowship Center, 34 Middle Butcher Road, Ellington, Connecticut, prepared by: Alfred Benesch & Company, 120 Hebron Avenue, 2nd Floor, Glastonbury, CT 06033; Scale: NTS; Sheet: 14 of 23; C7.1; Date: April 8, 2022.

Drainage & Utility Details prepared for Ellington Apostolic Christian Church Fellowship Center, 34 Middle Butcher Road, Ellington, Connecticut, prepared by: Alfred Benesch & Company, 120 Hebron Avenue, 2nd Floor, Glastonbury, CT 06033; Scale: NTS; Sheet: 15 of 23; C8.0; Date: April 8, 2022.

Drainage & Utility Details prepared for Ellington Apostolic Christian Church Fellowship Center, 34 Middle Butcher Road, Ellington, Connecticut, prepared by: Alfred Benesch & Company, 120 Hebron Avenue, 2nd Floor, Glastonbury, CT 06033; Scale: NTS; Sheet: 16 of 23; C8.1; Date: April 8, 2022.

Existing Photometric Site Plan prepared for Ellington Apostolic Christian Church Fellowship Center, 34 Middle Butcher Road, Ellington, Connecticut, prepared by: Silver, Petrucelli & Associates, 3190 Whitney Avenue, Hamden, CT 06518; Scale: 1"=20'-0"; Sheet: 17 of 23; E500; Date: April 8, 2022.

Proposed Photometric Site Plan prepared for Ellington Apostolic Christian Church Fellowship Center, 34 Middle Butcher Road, Ellington, Connecticut, prepared by: Silver, Petrucelli & Associates, 3190 Whitney Avenue, Hamden, CT 06518; Scale: 1"=20'-0"; Sheet: 18 of 23; E501; Date: April 8, 2022.

Basement Level Plan prepared for Ellington Apostolic Christian Church Fellowship Center, 34 Middle Butcher Road, Ellington, Connecticut, prepared by: Silver, Petrucelli & Associates, 3190 Whitney Avenue, Hamden, CT 06518; Scale: 1/8" = 1'-0"; Sheet: 19 of 23; A110.; Date: April 8, 2022.

Main Level Plan prepared for Ellington Apostolic Christian Church Fellowship Center, 34 Middle Butcher Road, Ellington, Connecticut, prepared by: Silver, Petrucelli & Associates, 3190 Whitney Avenue, Hamden, CT 06518; Scale: 1/8" = 1'-0"; Sheet: 20 of 23; A111.; Date: April 8, 2022.

Attic Floor Plan prepared for Ellington Apostolic Christian Church Fellowship Center, 34 Middle Butcher Road, Ellington, Connecticut, prepared by: Silver, Petrucelli & Associates, 3190 Whitney Avenue, Hamden, CT 06518; Scale: 1/8" = 1'-0"; Sheet: 21 of 23; A112.; Date: April 8, 2022.

Exterior Elevations prepared for Ellington Apostolic Christian Church Fellowship Center, 34 Middle Butcher Road, Ellington, Connecticut, prepared by: Silver, Petrucelli & Associates, 3190 Whitney Avenue, Hamden, CT 06518; Scale: As Indicated; Sheet: 22 of 23; A300.; Date: April 8, 2022.

Attic Floor Plan prepared for Ellington Apostolic Christian Church Fellowship Center, 34 Middle Butcher Road, Ellington, Connecticut, prepared by: Silver, Petrucelli & Associates, 3190 Whitney Avenue, Hamden, CT 06518; Scale: As Indicated; Sheet: 23 of 23; A301.; Date: April 8, 2022.

Tom Gerber, 3 Viewside Drive, and Tom Swale, Architect, Alfred Bensch & Company, 120 Hebron Avenue, 2nd Floor, Glastonbury, CT were present to represent the application.

Mr. Gerber is a member of the Apostolic Church and they have been working on the project since 2000. He noted the previous demolished building was used for housing for retirees and was underutilized. They are proposing a new fellowship hall to draw more people together, such as weddings and other ceremonies, and to expand community outreach programs such as clothing distribution, meals on wheels, etc. They are looking to expand the ability for members to congregate and have fellowship gatherings after church. One of the rooms will have the capacity for 75-100 people and another room can hold up to 300 people with kitchen accessibility.

Mr. Gerber explained the church and existing surrounding parking will not be under any construction. They are looking to construct a new 16,000 sf building with associated patio, gathering areas, drives, additional parking, utilities and other amenities. Mr. Gerber explained there will be down lit lighting and the hall will share parking with the church. The church and abutting middle school share parking for larger functions that occur once in a while.

Vice Chairman Kelly asked if the fellowship hall is only for church members or if anyone can use it with approval. Mr. Gerber said others can use the proposed fellowship hall with church approval.

Secretary Sandberg said great work on the plans and great project for the community. Commissioner Swanson asked if the new building will have a basement, Mr. Gerber stated there will be a half basement with a walkout due to the elevations. Commissioner Moser supports the application and described it as very well put together. Alternate Dearborn asked about the flow of traffic around the pastor carport and parking spaces to the west of it. Mr. Swale explained the traffic flow and one-way isle, and stated the width of the isle coincides with requirements. Alternate Dearborn is concerned the wider width of the carport lane will encourage two-way traffic and suggested adding directional signage. Commissioner Francis noted the comments from the Town Engineer. Mr. Swale said Will Walter, Civil Engineer, discussed comments with the Town Engineer and agreed the nature of them can be addressed as conditions of approval.

Ms. Houlihan noted the Inland Wetland Agency granted approval and Design Review Board rendered a positive referral. She noted zoning standards are met, the application materials are thorough, and is ready for decision.

No one from the public spoke regarding the application.

MOVED (SANDBERG) SECONDED (SWANSON) AND PASSED UNANIMOUSLY TO CLOSE THE PUBLIC HEARING FOR Z202205 – Apostolic Christian Church of Ellington, owner/applicant, request for Special Permit pursuant to 3.1.4 - Community/Institutional Uses and 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.

MOVED (SANDBERG) SECONDED (HOGAN) AND PASSED UNANIMOUSLY TO APPROVE W/CONDITIONS FOR Z202205 – Apostolic Christian Church of Ellington, owner/applicant, request for Special Permit pursuant to 3.1.4 - Community/Institutional Uses and 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.

CONDITION(S):

- **SUBJECT TO PLAN REVIEW COMMENTS FROM THE TOWN ENGINEER DATED MAY 9, 2022 (SEE ATTACHED).**

- **SUBJECT TO PLAN REVIEW COMMENTS FROM THE TOWN FIRE MARSHAL DATED MAY 9, 2022 (SEE ATTACHED).**

CHAIRMAN HOFFMAN WAS RESEATED.

3. Z202206 – Jeff McKnight, owner/ Ryan Orszulak (Double M Yard Supply), applicant, request for Special Permit pursuant to 7.5 - Earth Excavation to import, stockpile and export farm soils for home farming and gardening use and Site Plan Approval for associated improvements at 103 Sadds Mill Road, APN 088-021-0000, in a RAR (Rural Agricultural Residential) Zone.

Time: 7:16 pm

Seated: Hoffman, Kelly, Sandberg, Hogan, Francis, Swanson and Moser

Ryan Orszulak, 34 Bridge Street, was present to represent the application. Mr. Orszulak said he spoke with the commission informally a couple months ago and is present to seek official approval. He is looking to demolish the old house and barn and utilize the barn area for stockpiling of materials along the existing retaining wall near Muddy Brook Road. Mr. Orszulak stated the Zoning Board of Appeals (ZBA) granted a variance to reduce the setback for stockpiling of materials. The front property line on Muddy Brook Road and all side property lines from 100ft to 15ft, and reduce the setback for stockpiling of materials to the front property line on Sadds Mill Road from 100ft to 35ft. He said the parking and loading area will be near where the house is currently located. He noted the existing garage will remain on the site and he will maintain the Muddy Brook Road access. He proposes to install plantings along Sadds Mill Road and Muddy Brook Road and remove the boulders located at the corner near the intersection.

Ms. Houlihan noted the plan shows two temporary 2x3 signs at least 20' from the roadway. She asked the applicant if he has plans for a permanent detached sign. Mr. Orszulak replied not now, but in the future would like to construct a sign similar to Holden Trucking down the street. Ms. Houlihan advised him that he will only be allowed 115 days for two temporary signs and noted detached signs require a Special Permit. Ms. Houlihan said if the commission grants the permit, to delegate authority for review of a permanent detached sign to staff via zoning permit application. The application states typical hours are 2 to 3 days a week between 8a.m. - 5p.m. for offsite deliveries and one other day for on-site pick-up and no Sundays. Ms. Houlihan said Section 7.5.2, requires applicants to submit an engineering report documenting current as-built condition by November 1st each year, but since this proposal does not include on-site excavation that it be exempt from the annual requirement.

Vice Chairman Kelly asked if the operation will be similar to the Route 83 site. Mr. Orszulak stated it will be the same with plantings along each roadway. Secretary Sandberg reviewed the documentation pertaining to Section 7.5.2. Commissioner Hogan asked if the Planning Department received any comments from the Town Engineer. No comments have been received. The only staff comment is from the Public Works Department noting if any work will be done within the right of way a permit would be required. Commissioner Hogan asked for erosion and sedimentation control measures to be added to the plan, and requested more specific details for landscape plantings (e.g. types, size, location) be added to the plan. Mr. Orszulak offered to add a mulch berm on the south side of the property to maintain runoff on site.

Ms. Houlihan stated in accordance with Section 6.1 (c), all new plantings shall have a minimum of 6' in height after planted and pruned. Mr. Orszulak agreed to comply with the buffer requirement and will update the plans.

Commissioner Swanson inquired about how many cubic yards will be on site at any given time. Mr. Orszulak noted the business is seasonal and the spring months are the busiest. It's hard to measure the materials in cubic yards, since the operation is import and export of materials. He estimates on average there being 700 cubic yards on site. Stockpiles will be maintained with minimal run-off. Mr. Orszulak stated there is a paved tracking area and more of a paved driveway

on the proposed site versus the existing West Road site.

Ms. Houlihan stated the site is small and will limit the size of stockpiles. Commissioner Swanson inquired about the truck traffic on Muddy Brook Road, and signage requesting trucks to find alternate routes. He expressed concern for tracking dirt onto the roads. Mr. Orszulak said he will monitor any dirt being tracked off site and will clean it up if needed.

Commissioner Moser said the applicant will want to fill trucks preferable in a dry location on site to avoid materials being wasted by tracking onto the roadway and patron vehicles getting stuck in muddy areas on site after a storm.

Mr. Orszulak agreed to address the commission's concerns and create a mulch berm to the south side for erosion and sedimentation control measures.

Alternate Dearborn likes the idea of planting trees along the property. She stated since the applicant is in the business of selling dirt, it's in the best interest to preserve as much dirt on site rather than tracking onto the street.

No one from the public spoke regarding the application.

MOVED (KELLY) SECONDED (SANDBERG) AND PASSED UNANIMOUSLY TO CLOSE THE PUBLIC HEARING FOR Z202206 – Jeff McKnight, owner/ Ryan Orszulak (Double M Yard Supply), applicant, request for Special Permit pursuant to 7.5 - Earth Excavation to import, stockpile and export farm soils for home farming and gardening use and Site Plan Approval for associated improvements at 103 Sadds Mill Road, APN 088-021-0000, in a RAR (Rural Agricultural Residential) Zone.

MOVED (HOGAN) SECONDED (SANDBERG) AND PASSED UNANIMOUSLY TO APPROVE W/CONDITION(S) FOR Z202206 – Jeff McKnight, owner/ Ryan Orszulak (Double M Yard Supply), applicant, request for Special Permit pursuant to 7.5 - Earth Excavation to import, stockpile and export farm soils for home farming and gardening use and Site Plan Approval for associated improvements at 103 Sadds Mill Road, APN 088-021-0000, in a RAR (Rural Agricultural Residential) Zone.

CONDITION(S):

- **APPROVED HOURS OF OPERATION ARE MONDAY-FRIDAY 7AM TO 5PM AND SATURDAY 7AM TO 1PM.**
 - **SPECIAL PERMIT Z202206 IS EXEMPT FROM ELLINGTON ZONING REGULATION SECTION 7.5.2 - EXPIRATION OF PERMIT.**
 - **PERMANENT DETACHED SIGN MAY BE APPROVED BY STAFF VIA REQUEST FOR ZONING PERMIT AND SHALL BE IN COMPLIANCE WITH ELLINGTON ZONING REGULATION TABLE 6.3.4 - PERMITTED SIGNS IN RESIDENTIAL ZONES.**
 - **EROSION & SEDIMENTATION CONTROL PLAN SHALL BE SUBMITTED FOR REVIEW AND APPROVAL BY THE TOWN ENGINEER.**
 - **LANDSCAPING PLAN SHALL BE SUBMITTED FOR REVIEW AND APPROVAL BY TOWN STAFF.**
 - **APPLICANT SHALL KEEP MUDDY BROOK ROAD CLEAR OF DEBRIS.**
4. Z202207 – Neil Casey, owner/ applicant, request for Special Permit pursuant to Section 3.1.3 for garages for more than 3 cars per family unit associated with the construction of a detached accessory structure (28'x40') at 10 Grassy Hill Road, APN 127-014-0016, in a RAR (Rural Agricultural Residential) Zone.

Time: 7:57 pm

Seated: Hoffman, Kelly, Sandberg, Hogan, Francis, Swanson and Moser

Neil Casey, 10 Grassy Hill Road, was present via Zoom to represent the application.

Mr. Casey said he is looking to build a cold storage pole barn to store some trailer equipment and miscellaneous items. Ms. Houlihan noted the Fire Marshal has no concerns unless the accessory structure will be used for business purposes. Chairman Hoffman asked the applicant if there is any intention to run a business out of the structure. Mr. Casey replied no, it's just for personal items. Vice Chairman Kelly asked about installation of any utilities, Mr. Casey stated no water and no electric will be connected to the structure. Commissioner Hogan is concerned about how the structure looks from adjoining properties because the property is a rear lot and the structure is proposed close to the side property line. Mr. Casey explained there are mature trees along the property lines. Alternate Dearborn clarified the barn needs to be at least 10' from side yards including the eaves.

No one from the public spoke regarding the application.

MOVED (SANDBERG) SECONDED (KELLY) AND PASSED UNANIMOUSLY TO CLOSE THE PUBLIC HEARING FOR Z202207 – Neil Casey, owner/ applicant, request for Special Permit pursuant to Section 3.1.3 for garages for more than 3 cars per family unit associated with the construction of a detached accessory structure (28'x40') at 10 Grassy Hill Road, APN 127-014-0016, in a RAR (Rural Agricultural Residential) Zone.

MOVED (SANDBERG) SECONDED (SWANSON) AND PASSED UNANIMOUSLY TO APPROVE W/CONDITION(S) FOR Z202207 – Neil Casey, owner/ applicant, request for Special Permit pursuant to Section 3.1.3 for garages for more than 3 cars per family unit associated with the construction of a detached accessory structure (28'x40') at 10 Grassy Hill Road, APN 127-014-0016, in a RAR (Rural Agricultural Residential) Zone.

CONDITION(S):

- **DETACHED STRUCTURE SHALL NOT BE USED FOR BUSINESS PURPOSES.**

5. Z202208 – SJM Properties LLC, owner/ Seth Carson, applicant, request to modify Special Permit and 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.

Time: 8:04 pm

Seated: Hoffman, Kelly, Sandberg, Hogan, Francis, Swanson and Moser

Plans reviewed:

Plan prepared for SJM Properties, 162 Maple Street, Ellington, CT, prepared by: Bushnell Associates, LLC, 563 Woodbridge Street, Manchester, CT 06042; Scale: 1"=30'; Sheet: 1 of 1; Date: 1/20/2022, last revised date 5/5/2022.
Cultec Stormwater Chamber prepared for 162 Maple Street, Ellington, CT, prepared by: Cultec. Inc., 878 Federal Road, Brookfield, CT Scale: N.T.S.; Sheet: 1 of 1; Date: 2019

Seth Carlson, SJM Properties, 162 Maple Street, was present to represent the application.

Mr. Carlson stated they are revisiting the site plan that was previously approved with some modifications. They are proposing to have three storage buildings, each being 20' x100' to equal up to 60 units. All unit will be 10'x10', there will be no outside storage or vehicle storage. There will be a 6' chain link green coated fence surrounding the area with an automatic sliding gate for access to the storage facility. They will plant 6' arborvitae, 6 feet on center around three sides of the facility.

Ms. Houlihan noted the application materials and plans were circulated to other departments for review and comments received back from the Town Engineer and Department of Public Works. The comments were forwarded to the applicant. Department of Public Works stated a permit is

required if working within the town's right of way. Town Engineer's comments can be addressed as conditions of approval. Mr. Carlson acknowledged the comments received are already being incorporated into the plans. Ms. Houlihan said the applicant presented to the Design Review Board on May 12th. The Board rendered a positive referral and suggested 6' arborvitaes (to meet Section 6.1.C), a green vinyl coated chain link fence, and suggested a traffic study be provided. The applicant agreed to the suggestions and provided a traffic report dated May 18, 2022. The proposed hours of operation will be from 7:30AM to 8:00PM, seven days a week, and the facility is for a personal (residential) storage. During the DRB meeting, the applicant stated there will be no outside storage, existing refuse bins behind the machine shop will be shared between both facilities, and the proposal includes one non-illuminated attached sign.

Chairman Hoffman stated the existing building on the site is the only building in town that has no landscaping. He referred to his recollection that during site plan application the owner represented he'd install landscaping, but landscaping was never planted. He asked Mr. Carlson to add some landscaping around the existing building on the site. Mr. Carlson agreed to work with town staff on the landscaping. Commissioner Francis said landscaping should be considered since the parcel is the gateway into the center of town. Mr. Carlson said the fencing will be inside of the arborvitaes. Secretary Sandberg is ok with the plan as long as providing additional landscaping is made a condition of approval. Vice Chairman Kelly asked for the storage buildings to be similar in color to the existing building. Commissioner Swanson, Commissioner Moser and Alternate Dearborn said they are ok with the proposed plan along with adding more landscaping to the property.

Shawn Brady, 144 Maple Street, and Hillary Brady, 12 Berr Avenue, asked about lighting and hours of operation. Mr. Carlson indicated lights will be mounted on the buildings and will be down lit. Commissioner Francis asked if any lighting will be mounted to the back of the buildings. Mr. Carlson stated no lights will be installed on the back (south) side of the buildings. He noted hours will be limited and access only allowed during the hours of operation.

Mr. Carlson agreed to work with staff on landscaping.

MOVED (KELLY) SECONDED (SWANSON) AND PASSED UNANIMOUSLY TO CLOSE THE PUBLIC HEARING FOR Z202208 – SJM Properties LLC, owner/ Seth Carson, applicant, request to modify Special Permit and 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.

MOVED (KELLY) SECONDED (FRANCIS) AND PASSED UNANIMOUSLY TO APPROVE W/CONDITION(S) FOR Z202208 – SJM Properties LLC, owner/ Seth Carson, applicant, request to modify Special Permit and 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.

CONDITION(S):

- **SUBJECT TO PLAN REVIEW COMMENTS FROM THE TOWN ENGINEER DATED MAY 17, 2022 (SEE ATTACHED);**
- **PROPOSED EVERGREEN BUFFER TO CONSIST OF 6' ARBORVITAES AFTER PLANTED AND PRUNED AND SHALL BE PLANTED EVERY 6' ON CENTER;**
- **APPROVED FENCE IS 6' IN HEIGHT AND SHALL BE A GREEN VINYL COATED CHAIN LINK FENCE;**
- **THERE SHALL BE NO OUTSIDE STORAGE;**
- **HOURS OF OPERATION ARE 7:30AM TO 8:00PM, SEVEN DAYS A WEEK, FOR PERSONAL (RESIDENTIAL) STORAGE;**

- **LIGHTING SHALL BE DARK SKY COMPLIANT AND DIRECTED DOWNWARD AND AWAY FROM ADJOINING PREMISES;**
- **LANDSCAPE PLAN FOR THE ENTIRE PARCEL SHALL BE SUBMITTED FOR REVIEW AND APPROVAL BY TOWN STAFF.**

IV. OLD BUSINESS: None

V. NEW BUSINESS: None

VI. ADMINISTRATIVE BUSINESS:

1. Approval of Planning and Zoning Commission April 25, 2022 Regular Meeting Minutes.
MOVED (SWANSON) SECONDED (KELLY) AND PASSED UNANIMOUSLY TO APPROVE THE APRIL 25, 2022 REGULAR MEETING MINUTES AS WRITTEN.

BY CONSENSUS, DISCUSSED CORRESPONDENCE ITEM C AND FUTURE ZOOM MEETINGS BEFORE ITEMS A AND B.

2. Correspondence/Discussion:

- a. Discussion: Section 6.3.7.B – Detached Signs Permitted in C, PC, I, and IP zones for Electronic Fuel Price Signs.

BY CONSENSUS, TABLED DISCUSSION TO THE NEXT REGULAR MEETING ON JUNE 27, 2022, 7:00 PM, TOWN HALL ANNEX, 57 MAIN ST, ELLINGTON, CT, AND ZOOM.

- b. Discussion: Section 6.3 - Directional Signs.

BY CONSENSUS, ITEM WILL BE REMOVED FROM FUTURE AGENDAS.

- c. CEDAS Best Practices in Economic Development & Land Use Planning Certificate.
Ms. Houlihan shared the award Ellington will receive as a silver certified community from the Connecticut Economic Development Association (CEDAS). Commissioners congratulated Lisa on her efforts.

- d. Discussion: Continuation of future hybrid meetings.

Ms. Houlihan said at the last meeting someone asked about the current requirements for hybrid meetings. She checked with the Town Attorney and confirmed the commissions is not compelled to hold hybrid or online meetings. The Commissioners discussed the subject matter and agreed to strongly recommend an applicant to come in person to present the application and continue to provide Zoom access to the meetings.

BY CONSENSUS, CONTINUE HYBRID MEETINGS AND RECOMMEND APPLICANTS AND APPLICANT REPRESENTATIVES ATTEND AND PRESENT IN PERSON.

VII. ADJOURNMENT:

MOVED (FRANCIS) SECONDED (SWANSON) AND PASSED UNANIMOUSLY TO ADJOURN THE PLANNING & ZONING COMMISSION REGULAR MEETING AT 8:36 PM.

Respectfully submitted,

Barbra Galovich, Recording Clerk

Barbra Galovich

Subject: FW: Z202205, Apostolic Christian Church, 34 Middle Butcher Rd

From: Dana Steele [<mailto:dsteele@jrrusso.com>]
Sent: Monday, May 09, 2022 12:23 PM
To: Lisa Houlihan <LHoulihan@ELLINGTON-CT.GOV>
Cc: John Colonese <jcolonese@ELLINGTON-CT.GOV>; Barbra Galovich <bgalovich@ELLINGTON-CT.GOV>
Subject: Z202205, Apostolic Christian Church, 34 Middle Butcher Rd

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Lisa,
I've reviewed the plans and Stormwater Management Report for the Apostolic Christian Church fellowship hall prepared by Alfred Benesch & Company dated 4/8/22. I offered the following comments related to the Inland Wetland application which should also be incorporated into the PZC approvals:

1. Provide a construction detail of the proposed drywells.
2. Consider maintaining the existing drywell near drywell #2 rather than replacing.
3. Provide a pre-treatment BMP for runoff from paved vehicle areas before discharging to a drywell.
4. Consider larger stone size for riprap aprons along the stream bank to resist shearing stress in Turkey Brook.

In addition to these wetland related comments I offer the following additional comments for your consideration:

5. Correct the flowline elevation of the sewer manhole on the west side of the church building.
6. Correct the top of frame elevation of the sewer manhole north of the existing parking lot.
7. Show the approximate location of the 4" ductile iron water service on the west side of the property at the proposed connection point.
8. Verify with WPCA that a 1% sewer lateral slope is acceptable.
9. Provide species designations on the Planting Plan (C6.0) to correspond with the plant list on C6.1.
10. Correct the cap cod curb detail on C7.0 to provide legible dimensions.
11. Provide cut-sheets or details of the proposed light fixtures specified on the Photometric Plan (E501)

I discussed these comments also with the design engineer and we agree they can be incorporated as conditions of approval. Let me know if you have any questions.

Dana P. Steele, P.E.
Ellington Town Engineer



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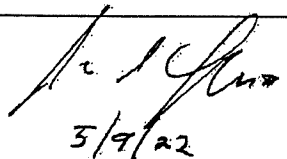
ELLINGTON PLANNING DEPARTMENT
STAFF REVIEW SHEET

PLANNING & ZONING COMMISSION

Z202205 - Apostolic Christian Church of Ellington, owner/applicant, request for Special Permit pursuant to 3.1.4 - Community/Institutional Uses and 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.

PUBLIC HEARING DATE: May 23, 2022

~~**STAFF REVIEW RETURN DATE:** May 17, 2022~~

DEPARTMENT	COMMENTS AND/OR REQUIREMENTS
Town Engineer	<p>A fire hydrant will need to be installed at a location on the property acceptable to the Fire Marshal. The proposed new building will be required to have an automatic fire sprinkler system. The ability to augment the system must be provided. Currently, public fire hydrants are located at a distance too great for routine fire department response to this new building. The hydrant will have to be sized and capable of flowing water that is above the needed fire flow of the sprinkler system. The proposed 6" fire protection main (as shown on C5.0) may or may not be adequate.</p>
Building Official	
North Central District Health Dept	
Fire Marshal  5/9/22	
Public Works Director/WPCA	
Assessor	
Traffic Authority	

Barbra Galovich

Subject:

FW: Staff Review - Z202208 - 162 Maple Street

From: Dana Steele

Sent: Tuesday, May 17, 2022 5:09 PM

To: 'Lisa Houlihan' <LHoulihan@ELLINGTON-CT.GOV>

Cc: Barbra Galovich <bgalovich@ELLINGTON-CT.GOV>

Subject: RE: Staff Review - Z202208 - 162 Maple Street

Lisa,

I've reviewed the plans and stormwater management report prepared by Bushnell Associates, LLC dated 5/5/22 for the self-storage facility at 162 Maple Street. My comments are as follows:

1. Note location of silt fence and anti-tracking pad on the plans (details are provided but not locations). If tracking pad is on north side of development, provide a water bar to prevent runoff from traveling down the tracking pad and bypassing the silt fencing.
2. Show location of proposed electric service to the new buildings. Confirm no other utility services are required for this use.
3. It is not clear from the soil test data provided whether the proposed Cultec recharge system will have sufficient separation from the water table. Consider raising or relocating the system or providing additional testing at time of construction to demonstrate 3' separation where feasible.
4. The soil sample for the permeability testing was not taken from the soils at the depth of the Cultec system installation. Again, consider raising the system or providing further evaluation at the design depth to confirm consistency with sampled soil prior to installation.
5. Provide water quality pre-treatment for the infiltration system. This could include a particle separator, sediment chamber, isolator row or other structural or non-structural BMP.
6. Provide a post-construction stormwater maintenance schedule on the plans. Schedule should include frequency of inspections, sweeping and cleaning of the stormwater system.
7. Provide schematic diagram for fence gate configuration and keycard showing dimension and locations to demonstrate adequate traffic circulation when accessing the site.
8. Clarify height of chain link fence along north (gated) side of development (x symbol). The other sides designated by a square symbol are identified as 8' height. I assume the different symbol implies an different height or configuration. Include line types in the legend or provide additional notations. The Commission may also want to request fence details, photos or cut sheets to assist staff in confirming plan compliance.
9. Provide plant species, size and planting detail for evergreen buffer plantings.
10. The 2:1 cut slope around the development will be difficult to mow. Consider stone or groundcover plantings as a lower maintenance alternative.
11. Confirm with Health Department that cut slopes on west and south side of development are sufficient distance from the abutters' septic leaching fields.

These comments could be included as conditions of approval. Where I use the term "consider" it implies there are multiple options to address my concern. I suggest the applicant resolve these items or plan for contingencies prior to ordering materials as the design could change. Let me know if you have any questions.

Dana P. Steele, P.E.
Ellington Town Engineer