



TOWN OF ELLINGTON

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**PLANNING AND ZONING COMMISSION
REGULAR MEETING MINUTES
MONDAY, MARCH 21, 2016, 7:00 PM
TOWN HALL ANNEX, 57 MAIN STREET, ELLINGTON, CT**

MEMBERS PRESENT: Chairman Arlo Hoffman, Secretary Carol Strom, Robert Hoffman, Ricci Hirth, Sean Kelly, and Alternate F. Michael Francis

MEMBERS ABSENT: Vice Chairman Bill Hogan, Robert Sandberg, Jr., and Alternate James Prichard

STAFF PRESENT: Lisa M. Houlihan, Town Planner and Troy M. Ciesco, Recording Clerk

I. CALL TO ORDER:

Chairman Arlo Hoffman called the March 21, 2016 regular meeting of the Planning and Zoning Commission to order at 7:04 PM in the Town Hall Annex, 57 Main Street, Ellington, CT.

II. PUBLIC COMMENTS (ON NON-AGENDA ITEMS): NONE

III. PUBLIC HEARINGS: NONE

IV. NEW BUSINESS:

BY CONSENSUS, THE COMMISSION AGREED TO CONSIDER Z201603, Z201604, AND Z201605 AS ONE DISCUSSION.

1. Z201603 – Town of Ellington, owner/Ellington Public Schools, applicant for a Site Plan Modification for installation of roof mounted solar panels on property located at 49 Main Street, (Center Elementary School) APN 128-020-0000 in a C (Commercial) Zone.
2. Z201604 – Town of Ellington, owner/Ellington Public Schools, applicant for a Site Plan Modification for the installation of roof mounted solar panels on property located at 46 Middle Butcher Road (Ellington Middle School), APN 028-022-0000 in an R (Residential) Zone.

3. Z201605 – Town of Ellington, owner/Ellington Public Schools, applicant for a Site Plan Modification for the installation of roof mounted solar panels on property located at 59 South Road (Crystal Lake Elementary School), APN 064-015-0000 in a LR (Lake Residential) Zone.

Rob Butler, Facilities Director for the Board of Education, was present to represent the application along with Tim Schneider of Earthlight. He noted that they had recently attended a Design Review Board meeting and there were no changes requested. Lisa Houlihan, Town Planner, reminded the commission that they originally reviewed this application as a Connecticut General Statute Section 8-24 review in January and recounted the history of approvals for this project.

Mr. Butler reviewed the location of the panels for each of the schools. He stated that on Crystal Lake Elementary School, they will be on the new addition and the south-facing portion of the original structure; on Ellington Middle School, they will be on top of the gym, locker room area, and lower entrance, and primarily flat; and on Center Elementary School, they will be on the newer addition and rear facing the Board of Education building and on the roof facing Main Street. Mr. Butler also noted that the panels are black.

Ms. Houlihan noted that Design Review Board appreciated the fact that the panels look better when they cover an entire section of roof, especially regarding the one fronting on Main Street for Center Elementary School.

Discussion ensued regarding the cost-savings for the town and the structure of the agreement, along with liabilities. Mr. Schneider noted that the panels are insured by CT Green Bank.

BY CONSENSUS, THE COMMISSION APPROVED Z201603 – Town of Ellington, owner/Ellington Public Schools, applicant for a Site Plan Modification for installation of roof mounted solar panels on property located at 49 Main Street (Center Elementary School), APN 128-020-0000 in a C (Commercial) Zone.

BY CONSENSUS, THE COMMISSION APPROVED Z201604 – Town of Ellington, owner/Ellington Public Schools, applicant for a Site Plan Modification for the installation of roof mounted solar panels on property located at 46 Middle Butcher Road (Ellington Middle School), APN 028-022-0000 in an R (Residential) Zone.

BY CONSENSUS, THE COMMISSION APPROVED Z201605 – Town of Ellington, owner/Ellington Public Schools, applicant for a Site Plan Modification for the installation of roof mounted solar panels on property located at 59 South Road (Crystal Lake Elementary School), APN 064-015-0000 in a LR (Lake Residential) Zone.

Alternate F. Michael Francis departed at 7:17 PM.

4. Z201606 – Ellington Congregational Church, owner/applicant, request for a site plan modification for the construction of 40 additional parking spaces and associated site improvements on property located at 72 Main Street, APN 063-040-0000 in C (Commercial) and R (Residential) Zones.

Rachel Dearborn of Landmark Surveys and Jack Hagopian of the Ellington Congregational Church were present to represent the application. Ms. Dearborn noted that they are proposing to expand their existing parking area 60' back, remove the row of cedar trees at the edge of the existing parking area, add a 4' wide and 4' deep infiltration trench the length of the parking lot for drainage and add a white vinyl fence at the property line. She explained that the original plan was for 40 additional spaces, but that the site plan will be modified to show 38 additional spaces following comments from the Town Engineer regarding the width of the parking spaces.

Ms. Dearborn reviewed the variance granted by the Zoning Board of Appeals and explained that the shade trees required by that approval will be planted along the western property line. She also noted that the abutters requested that no additional lights be added to the site, and that they received a favorable report from the Design Review Board.

Ms. Houlihan concurred with Ms. Dearborn's representation of the Zoning Board of Appeals, Design Review Board, and Town Engineer's respective reviews.

Commissioner R. Hoffman stated for the record that he is a member of the church but feels no conflict of interest that would prevent him from acting on this application.

MOVED (R. HOFFMAN) SECONDED (HIRTH) AND PASSED UNANIMOUSLY TO APPROVE WITH MODIFICATIONS Z201606 – Ellington Congregational Church, owner/applicant, request for a site plan modification for the construction of 38 additional parking spaces and associated site improvements on property located at 72 Main Street, APN 063-040-0000 in C (Commercial) and R (Residential) Zones.

MODIFICATIONS:

1. **Revise plans to increase width of parking stalls per Section 6.2.2 of the Ellington Zoning Regulations.**
 2. **Revise plans to depict shade trees along the western property line south of the privacy fence that screens the cellular utility building.**
5. Z200522 – Request from T&M Building Co for a performance bond reduction to \$384,800 for the development known as Center Village on the south side of Maple Street, APN 073-014-0000.

Ms. Houlihan requested that the commission table action on this item to allow for additional time for staff to inspect the site.

BY CONSENSUS, THE COMMISSION TABLED ACTION TO THE NEXT REGULAR MEETING FOR Z200522 – Request from T&M Building Co for a performance bond reduction to \$384,800 for the development known as Center Village on the south side of Maple Street, APN 073-014-0000.

6. Z200724 – Request from Nutmeg Industrial Park, LLC for an extension of Site Plan Approval to July 30, 2021 (initially approved on July 30, 2007) for property located at 10 Nutmeg Drive, APN 017-022-0005.

Ms. Houlihan recounted the history of review for this application and explained the state statute that allows for extension of approvals.

Guy Burns of Nutmeg Industrial Park, LLC was present and noted that the project is going well. In response to questions from the commission, he stated that he intends to receive approval for specific uses for the tenant spaces in the future and that he has room for one more building on the site.

MOVED (R. HOFFMAN) SECONDED (STROM) AND PASSED UNANIMOUSLY TO APPROVE Z200724 – Request from Nutmeg Industrial Park, LLC for an extension of Site Plan Approval to July 30, 2021 (initially approved on July 30, 2007) for property located at 10 Nutmeg Drive, APN 017-022-0005.

7. S201601 – William Hoboth, owner/applicant, for a 1-lot resubdivision on property located on the east side of Pinnacle Road, APN 075-020-0000 in an RA (Rural Agricultural) Zone. **(RECEIPT & SCHEDULING OF HEARING)**
8. Z201607 – Ellington Planning and Zoning Commission, applicant for proposed amendments to the Ellington Zoning Regulations to modify Section 7.5.2, Expiration of Permit – Earth Excavation. **(RECEIPT & SCHEDULING OF HEARING)**
9. Z201608 – Josh Virkler, owner/applicant, request for a zone change from Commercial/Residential to Commercial on property located at 75 West Road, APN 019-007-0000. **(RECEIPT & SCHEDULING OF HEARING)**
10. Z201609 – Ellington Planning and Zoning Commission, applicant for proposed amendments to the Ellington Zoning Regulations to modify Section 7.14-3(B) – Farm Stores and Section 10.2 – Definitions. **(RECEIPT & SCHEDULING OF HEARING)**

BY CONSENSUS, THE COMMISSION RECEIVED S201601, Z201607, Z201608, AND Z201609 AND SCHEDULED PUBLIC HEARINGS FOR THE NEXT REGULAR MEETING.

BY CONSENSUS, THE COMMISSION ADDED TO THE AGENDA, RECEIVED, AND SCHEDULED A PUBLIC HEARING FOR THE NEXT REGULAR MEETING FOR Z201610 – Town of Ellington, owner/Emergency Management Services, applicant request for a Special Permit for the construction of a communication tower and associated improvements in accordance with Section 7.3 – Communication Tower of the Ellington Zoning Regulations on property located at 37 Maple Street (Emergency Operations Center), APN 073-009-0000 in an R (Residential) Zone.

V. ADMINISTRATIVE BUSINESS:

1. Approval of the February 22, 2016 Meeting Minutes.

MOVED (R. HOFFMAN) SECONDED (HIRTH) AND PASSED UNANIMOUSLY TO APPROVE the February 22, 2016 Meeting Minutes as written.

2. Correspondence/Discussion:

- a. Informal discussion with Andrew LaRoche of LaRoche Builders regarding possible redevelopment of 47 & 55 West Road.

Ms. Houlihan explained that Andrew LaRoche requested the removal of this item from the agenda to allow additional time to review potential easements on the property.

BY CONSENSUS, THE COMMISSION REMOVED THE INFORMAL DISCUSSION WITH ANDREW LAROCHE OF LAROCHE BUILDERS REGARDING POSSIBLE REDEVELOPMENT OF 47 & 55 WEST ROAD FROM THE AGENDA.

- b. Discussion regarding possible amendments to Section 7.14 – Agricultural Uses of the Ellington Zoning Regulations to consider the keeping of chickens and small stock on property less than three (3) acres.

Ms. Houlihan and Troy Ciesco, Land Use Technician, briefly reviewed the text of the document and explained their experiences with requests from residents regarding the keeping of chickens and other livestock. Mr. Ciesco noted that questions regarding chickens make up the bulk of the inquiries to which he responds.

Terry Foretto, 33 Hoffman Road, expressed her support for the application, especially for backyard chickens.

NO MOTIONS OR DECISIONS.

- c. Discussion to review modifications to site plan to include screening of rooftop mechanicals at Crystal Lake Elementary School.

Ms. Houlihan explained that the screening of the rooftop mechanicals as required by the Ellington Zoning Regulations was inadvertently left out of the original application. She noted that Design Review Board recommended that the applicant review the color options and tapering of the screen, screen the exhaust fans if it is economically feasible, and that the applicant does not need to screen the mechanicals in the rear of the building.

There was a brief discussion regarding the scale and aesthetics of the screen. Commissioner R. Hoffman suggested that the applicant should attempt to use a natural material instead of aluminum. The commission was in agreement that the applicant should try to find a more aesthetically-pleasing solution.

BY CONSENSUS, THE COMMISSION AGREED THAT THE APPLICANT SHOULD FIND A MORE AESTHETICALLY-PLEASING SOLUTION FOR THE SCREENING OF THE ROOFTOP MECHANICALS AT CRYSTAL LAKE ELEMENTARY SCHOOL.

- d. Discussion to allow 2 temporary trailers on the north side of Country Pure Foods, 58 West Road, to assist in meeting Safe Quality Food Requirements.

Ms. Houlihan explained that Country Pure Foods is required to provide men and women's locker rooms to meet their Safe Quality Food Requirements. She

stated that they plan to accomplish with an addition to the building, but that they would like to address it in the interim with two temporary trailers.

Ms. Houlihan noted that the proposal was to place the trailers in the front yard for up to 24 months, which would require a number of approvals. Ms. Houlihan asked the commission if they would be amenable to a staff review of the temporary structures if they were moved from the front yard. The commission agreed to a staff review and that there should be a specific time by which the trailers must be removed.

BY CONSENSUS, THE COMMISSION AGREED THAT TOWN STAFF MAY REVIEW THE PROPOSAL FOR 2 TEMPORARY TRAILERS ON THE NORTH SIDE OF COUNTRY PURE FOODS, 58 WEST ROAD, TO ASSIST IN MEETING SAFE QUALITY FOOD REQUIREMENTS WITH THE CONDITION THAT THE APPLICANT SIGN AN AGREEMENT IDENTIFYING A DATE OF REMOVAL.

VI. ADJOURNMENT:

MOVED (R. HOFFMAN) SECONDED (KELLY) AND PASSED UNANIMOUSLY TO ADJOURN THE PLANNING & ZONING COMMISSION REGULAR MEETING AT 8:09 PM.

Respectfully submitted:



Troy M. Ciesco, Recording Clerk