



TOWN OF KILLINGLY, CT
PLANNING AND ZONING COMMISSION

TUESDAY – FEBRUARY 16, 2021

Regular Meeting
7:00 PM

Original
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TOWN OF KILLINGLY, CT

THIS MEETING WILL BE HELD VIA WEBEX

DUE TO COVID-19
THE PUBLIC MAY VIEW THIS MEETING AS DESCRIBED BELOW

MINUTES

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- I. **CALL TO ORDER** – Chair, Keith Thurlow, called the meeting to order at 7:07 pm.

ROLL CALL – Brian Card, Virge Lorents (via Webex), Matthew Wendorf, John Sarantopoulos, Keith Thurlow.

Staff Present – Ann-Marie Aubrey, Director of Planning & Development; Jonathan Blake, Planner I/ZEO; David Capacchione; Town Engineer; Jill St. Clair, Director of Economic Development.

Also, Present – Norm Thibeault, Killingly Engineering, Patti Larrow George, Town Council Liaison.
- II. **SEATING OF ALTERNATES** - Keith Thurlow announced that John Sarantopoulos would be seated as a Voting Member for this meeting. Mr. Thurlow commented that Mr. Sarantopoulos should be considered for a Regular Member to fill the vacancy left by Milburn Stone who resigned. Ms. Aubrey explained that Mr. Sarantopoulos would need to submit his application to the Town Manager's Office.
- III. **AGENDA ADDENDUM** – None.
- IV. **CITIZENS' COMMENTS ON ITEMS NOT SUBJECT TO PUBLIC HEARING** (Individual presentations not to exceed 3 minutes; limited to an aggregate of 21 minutes unless otherwise indicated by a majority vote of the Commission)

NOTE: Pursuant to Governor's Executive Order 7B, all public comments can be emailed to publiccomment@killinglyct.gov or mailed to the Town of Killingly, 172 Main Street, Killingly, CT 06239 on or before the meeting. All public comment received prior to the meeting will be posted on the Town's website www.killinglyct.gov.

NOTE: To participate in either the CITIZENS' COMMENTS OR THE PUBLIC HEARINGS – the public may join the meeting via telephone while viewing the meeting on Facebook live.
To join by phone please dial 1-415-655-0001; and use the access code 132-288-0270.

Ann-Marie Aubrey stated that she had received two comments from citizens:

- Regarding the public hearing for **Special Permit Application #21-1255 with Site Plan #21-1256** - Ms. Aubrey will read these comments into the record during the public hearing.
- Regarding **Site Plan Review Application #21-1258** - Ms. Aubrey got permission from the citizen to forward the comments to Frito-Lay so that they can address the concerns before action by the Commission at the next meeting on March 15, 2021, at which time Ms. Aubrey will read these comments into the record.

V. **COMMISSION/STAFF RESPONSES TO CITIZENS' COMMENTS** – None.

VI. **PUBLIC HEARINGS** – (review / discussion / action)

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1) **Special Permit Application #21-1255 with Site Plan #21-1256** - Westview Land Company; proposed 5040 SF child day care center with proposed access drive, parking, walkways and municipal water and sewer connections; Section 410.2.2.f (Nursery Schools/Day Care Centers; 39 Thompson Pike (Rte. 21) & 137 Ware Road; GIS Map 32; Lots 44 & 44.1; Low Density Zone.

Norm Thibeault, Killingly Engineering Associates, represented the Applicant and gave an overview:

- Proposing to construct a 5,040 s.f. building on a parcel of land which has frontage on Thompson Pike (Route 21) and Ware Road.
- There is a single-family home on the lot which is currently a rental property. This property will no longer be a rental property and it is proposed to be incorporated into the Day Care Center to be used for some offices, kitchenette area, and potentially a sick child room.
- It is currently comprised of two parcels (lots 44 and 44.1). As part of this development, the lots are to be merged to make one, contiguous parcel with a total of 4.1 acres.
- The purpose of the Day Care is two-fold: It will be utilized by employees of Westview facility and it will take on other children as well.
- Currently, there is a paved parking lot at the rear of the property (west corner) which is used by employees of Westview. They will expand it to accommodate employees of the Day Care Center.
- Driveways being proposed are entering from Route 21 (one-way entrance and one-way egress). The driveways have been approved by the CT DOT. Approval was also received from the IWWC because there will be some minor wetlands disturbance that will occur at the southernmost driveway (egress driveway) because they will be replacing some existing 12-inch pipe that is in poor condition. This will be modified as part of the project.
- The facility will be able to accommodate up to 84 children: 24 infants; 32 children aged 3-5 years old; and 20 school-aged children. Mr. Thibeault noted that child daycare is a highly regulated industry and that the Applicant will also need to get approvals at a State level to be operable.
- Hours will mostly be from 6 am to 4 or 5 pm Monday through Friday. There will be some as late as 11 pm for employees who work second shift.
- Meals prepared for the children at the facility would be prepared in the kitchen at Westview Nursing Home and will be brought over to the daycare facility.
- There is no defined location for deliveries. Any deliveries for the facility would be brought to the front door using the horseshoe-shaped driveway where there is a flat entrance and a ramp for handicapped access.

- They will keep the lighting to a minimum. There will be some bollard lighting around the perimeter of the driveway and some building lights as well for pedestrians coming into the building. No large 12'-20' high lighting standards are being proposed.
- Landscaping around the parking area and around the back of the building as well as up front.
- A handicap parking space at the front of the facility with a handicap ramp for access into the building.
- They are proposing a fenced-in play area in the back for when the weather is appropriate.

QUESTIONS/COMMENTS FROM COMMISSION MEMBERS:

- Ms. Lorents referred to the dark-sky initiative in Killingly and asked that capped lighting fixtures be chosen to aim light down to the ground. Mr. Thibeault confirmed that they would.
- Mr. Card referred to Sheet 4 of the plans and asked about limits of clearing. Mr. Thibeault confirmed that they would be clear cutting everything in the area around the activities are going to be to the limits of disturbance.

Mr. Card asked if the buffer line to the western side will provide enough protection for potential noise for the neighbors to the west. Mr. Thibeault stated that it is well-wooded, but it would not be a problem to add additional landscaping if the Commission feels that it is appropriate on the western side of the fence where the playground area is.

Mr. Card asked about the drainage feature. Mr. Thibeault stated that it is currently in place and they are working around it. He explained that it takes some drainage from the parking lot, and there is a series of catch basins on Homestead Road and Ware Road that discharge to that swale and will continue to do so. Mr. Thibeault noted that they are proposing a small, pedestrian foot bridge across it so that people can cross from the parking area safely over the swale.

There was discussion regarding lot lines and Mr. Thibeault explained that it is unusually shaped to get the appropriate frontage for each lot.

- Mr. Thurlow asked about parking. Mr. Thibeault confirmed that the intent that employees would park in the large rear parking lot and drop off their children and then walk to the appropriate facility. Children will be dropped off in the front of the building. There is stacking for up to six vehicles. There is no parking in the horseshoe driveway. The only parking space there is the handicap space.
Mr. Thurlow asked about the bridge. Mr. Thibeault stated that it would be a four-or-five-foot-wide pedestrian bridge, the type that you can purchase from a landscaping company. Mr. Thibeault stated that he had provided a cut sheet to the Town Engineer.
Mr. Thurlow asked about the fenced-in play area. Mr. Thibeault stated that he does not know if they would put any swing sets/slides/structures in the area. He said that it would be a grassed area.
Mr. Thurlow asked about the existing structure. Mr. Thibeault explained that the single-family home would remain and would be incorporated into the design of the Day Care Center (offices, staff breakroom, medical storage, bathroom, small kitchenette, and an illness isolation area). The other structures would be removed. Copies of the floor plan had been provided to Commission Members earlier in the day.
Mr. Thurlow asked about signage. Mr. Thibeault stated that it was not included on the plans, but there will be a sign which he thinks would be near the entrance driveway. He does not have a design for the sign currently. He asked if Staff would be able to approve it. Mr. Thurlow stated that the signage ordinance is straightforward, so Staff could handle that. Mr. Thurlow mentioned that the light for the current sign above Ware Road interferes with traffic and he asked that attention be given so that does not happen with the sign for this project.
- Mr. Wendorf asked about sight line coming south on Thompson Pike before Ware Road and he also asked if there would be scheduled drop-off times to reduce the number of queued cars. Mr. Thibeault explained that they have shown stacking for six cars and that they could get four more if people were stacked in the driveway. Scheduling drop-off times would be operational and if it became a problem,

they would need to address it. Regarding sight line, Mr. Thibeault explained that they have approval from the CT DOT for sight line, drainage, both driveways and signage.

- Mr. Sarantopoulos asked about sidewalks. Mr. Thibeault explained that they are showing sidewalks along the access drive and in the front of the building. They are not proposing sidewalks on Route 21.
- Mr. Thurlow stated that he would like to see fencing/shrubs along the walkway exiting the building to the fenced-in playground, to keep the children on the path.

COMMENTS FROM THE PUBLIC:

Ms. Aubrey read, into the record, comments received via e-mail earlier in the day from Laurie LeClerc. Ms. LeClerc expressed concerns regarding the intersection/sight line where fatal accidents have occurred. She suggested flattening the road and a traffic light.

Ms. Aubrey commented that it is a State road, therefore, the State would be the one to decide whether a traffic light is needed there.

There was discussion regarding that this is a valid concern due to the accidents that have happened. Mr. Thurlow asked if a letter could be sent to the DOT. David Capacchione, Town Engineer, explained that the Town could make a recommendation/suggestion to the State Traffic Commission, but they would have to rule on it. Ms. Aubrey suggested that Westview could be asked, as a recommendation, to put up caution signs.

Mr. Blake checked to see if there were any callers from the public. Ms. Aubrey read aloud the phone number and access code to join by phone. There were no callers.

Ms. Aubrey asked Mr. Thibeault to be sure that signage be put back far enough that it does not interfere with the line of sight of drivers.

Mr. Sarantopoulos asked if speed limits would be restricted due to the Day Care Center. Mr. Thurlow stated that it would be up to the State Traffic Commission as part of the access permit. Mr. Capacchione indicated agreement. Mr. Thibeault stated that he has no objection to inquiring with the State DOT to see if they would consider lowering the speed limit.

Motion was made by Virge Lorents to close the public hearing for **Special Permit Application #21-1255 with Site Plan #21-1256** - Westview Land Company; proposed 5040 SF child day care center with proposed access drive, parking, walkways and municipal water and sewer connections; Section 410.2.2.f (Nursery Schools/Day Care Centers; 39 Thompson Pike (Rte. 21) & 137 Ware Road; GIS Map 32; Lots 44 & 44.1; Low Density Zone.

Second by John Sarantopoulos. No discussion.

Roll Call Vote: Brian Card – yes; Virge Lorents – yes; Matthew Wendorf – yes; John Sarantopoulos – yes; Keith Thurlow – yes. Motion carried unanimously (5-0-0).

VII. UNFINISHED BUSINESS – (review / discussion / action)

1) **Special Permit Application #21-1255 with Site Plan #21-1256** - Westview Land Company; proposed 5040 SF child day care center with proposed access drive, parking, walkways and municipal water and sewer connections; Section 410.2.2.f (Nursery Schools/Day Care Centers; 39 Thompson Pike (Rte. 21) & 137 Ware Road; GIS Map 32; Lots 44 & 44.1; Low Density Zone.

Motion was made by Brian Card to approve **Special Permit Application #21-1255 with Site Plan #21-1256** - Westview Land Company; proposed 5040 SF child day care center with proposed access drive, parking, walkways and municipal water and sewer connections; Section 410.2.2.f (Nursery Schools/Day Care Centers; 39 Thompson Pike (Rte. 21) & 137 Ware Road; GIS Map 32; Lots 44 & 44.1; Low Density Zone, with the following conditions:

- That the full merger of the two lots be completed prior to the beginning of the project, with the deed recorded in the Town records.
- That the western side of the fenced, playground area additional landscaping be looked at on that side as needed.
- That the Facility signage to be submitted to Town Staff for verification with Town Regulations.
- Westview will pursue additional signage on Route 21, specifically on the southbound side, prior to the Facility with the CT DOT in lieu of the Day Care Center from a speed control perspective.

Second by Matthew Wendorf.

Discussion: Ms. Lorents requested that dark-sky compliant lighting fixtures be part of the approval. Mr. Thurlow explained that dark-sky compliant fixtures are included on the plans.

Roll Call Vote: Virge Lorents – yes; Matthew Wendorf – yes; John Sarantopoulos – yes; Brian Card – yes; Keith Thurlow – yes. Motion carried unanimously (5-0-0).

VIII. NEW BUSINESS – (review/discussion/action)

1) **Site Plan Review Application #21-1258** – Kevin J. Crump (Frito-Lay, Inc./Landowner); the project consists of new construction of an asphalt truck trailer storage lot with lighting and storm water improvements; 628 Wildwood Way; GIS MAP 81; Lot 20; ~15 acres; Industrial Zone. **Receive, and if application is complete, schedule it for action at the next regularly scheduled meeting of Monday, March 15, 2021.**

Ann-Marie Aubrey stated that the Application is complete.

Motion was made by Brian Card to receive **Site Plan Review Application #21-1258** – Kevin J. Crump (Frito-Lay, Inc./Landowner); the project consists of new construction of an asphalt truck trailer storage lot with lighting and storm water improvements; 628 Wildwood Way; GIS MAP 81; Lot 20; ~15 acres; Industrial Zone, and schedule for action at the next regularly scheduled meeting of Monday, March 15, 2021, Town Meeting Room, 2nd Floor, 172 Main Street, at 7:00 p.m.

Second by Virge Lorents.

Discussion: Mr. Thurlow asked if it had been included on the special permit. Ms. Aubrey explained that it is a pre-existing parking lot in an industrial area, and a parking lot is allowed.

Roll Call Vote: John Sarantopoulos – yes; Matthew Wendorf – yes; Brian Card – yes; Virge Lorents – yes; Keith Thurlow – yes. Motion carried unanimously (5-0-0).

2) **§8-24 Review Application #21-1259** – Town of Killingly; Prospect Avenue Sewer Replacement Project. (review/ discussion/action item) – Presentation by David Capacchione, Engineer.

David Capacchione, Town Engineer, gave an overview:

- In the Prospect Avenue area, there were 100-year old sewer lines running behind houses which the Town did not have access to due to their location/age/condition of the pipes. They installed new lines.
- The Town Attorney suggests that the old lines be formally abandoned in the back and the new lines be formally accepted in the street.

Motion was made by Brian Card to accept the new sewer lines and abandon the old sewer lines per the **§8-24 Review Application #21-1259** – Town of Killingly; Prospect Avenue Sewer Replacement Project.

Second by Matthew Wendorf. No discussion. Motion carried unanimously by voice vote (5-0-0).

3) **§8-24 Review Application #21-1260** – Town of Killingly; Property to be acquired by the town of Killingly for roadway purposes along Lake Road (review/discussion/action item) – Presentation by David Capacchione, Engineer.

David Capacchione, Town Engineer, explained that the Town is acquiring some property along both sides of Lake Road (near the S-turn by the power lines) for future roadway improvements for whatever utilities may need to be installed as time goes on.

Motion was made by Matthew Wendorf to accept the **§8-24 Review Application #21-1260** - Town of Killingly; Property to be acquired by the Town of Killingly, for roadway purposes, on either side of Lake Road.
Second by John Sarantopoulos.

There was discussion regarding Ms. Lorents' concern regarding whether trucks would travel faster on Route 101. Mr. Capacchione explained that it is currently listed as a no-thru traffic section and that only a small section is going to be widened.

Roll Call Vote: Matthew Wendorf – yes; Brian Card – yes; Virge Lorents – yes; John Sarantopoulos – yes; Keith Thurlow – yes. Motion carried unanimously (5-0-0).

IX. ADOPTION OF MINUTES – (review/discussion/action)

1) Regular Meeting Minutes – January 19, 2021

Motion was made by Brian Card to accept the Minutes of the Regular Meeting of January 19, 2021.

Second by Virge Lorents. No discussion.

Roll Call Vote: Brian Card – yes; Virge Lorents – yes; John Sarantopoulos – yes; Matthew Wendorf – abstained; Keith Thurlow – yes. Motion carried (4-0-1). Matthew Wendorf abstained.

X. OTHER / MISCELLANEOUS – (review / discussion / action) – None.

XI. CORRESPONDENCE

1) From Milburn Stone – Letter of Resignation from Commission

Mr. Thurlow expressed thanks and appreciation for the time that Mr. Stone dedicated to the Planning and Zoning Commission.

There is one regular vacancy (to be filled by John Sarantopoulos) and three alternate vacancies.

XII. DEPARTMENTAL REPORTS – (review/discussion/action)

A. Zoning Enforcement Officer's & Zoning Board of Appeal's Report(s) – None.

B. Inland Wetlands and Watercourses Agent's Report – None.

C. Building Office Report

Jonathan Blake explained that they are currently working on an upgrade of digital permit applications and review which is expected to be up and running next month. They will do a press release at that time.

XIII. ECONOMIC DEVELOPMENT DIRECTOR REPORT

Jill St. Clair, Director of Economic Development, reported:

- Pourings and Passages will be moving to the Trinket Shop building (8,000 s.f.).
- Five businesses in Killingly's hospitality sector were awarded grants (\$75,000 total) from the Small Business Cares Act.
- Receiving a transportation grant through the Department of Health to do a feasibility study regarding sidewalks/bike path.

XIV. TOWN COUNCIL LIAISON REPORT

Patti Larrow George reported:

- Three Proclamations: Recognizing Black History Month (February 2021); Teen Dating Violence Prevention Awareness Month (February 2021); National Future Farmers of America Week (February 20-27, 2021).
- Approved two Commission appointments: Andrew Danna – WPCA; Matthew Wendorf – Regular Member PZC.
- Two tax appeals completed by Town Attorney.
- Permanent Building Commission decided to stay with the existing water system for the high school. Details are available on the Killingly website.
- Voted to transfer the \$189,000 remaining funds from 125 Park Road Miscellaneous Revenue (2019-2020) to the Economic Development Trust to be used for future development and programs.

XV. ADJOURNMENT

Motion was made by Matthew Wendorf to adjourn at 8:05 p.m. Second by Virge Lorents. No discussion. Motion carried unanimously by voice vote (5-0-0).

Respectfully submitted,

J.S. Perreault
Recording Clerk