



**TOWN OF KILLINGLY, CT
PLANNING AND ZONING COMMISSION**

MONDAY – MARCH 15, 2021

Regular Meeting

7:00 PM

DUE TO RENOVATIONS HAPPENING IN THE TOWN MEETING ROOM

THIS MEETING WILL BE HELD VIA WEBEX

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

MINUTES

THE PUBLIC CAN VIEW THIS MEETING ON FACEBOOK LIVE.

GO TO www.killinglyct.gov AND CLICK ON FACEBOOK LIVE AT THE BOTTOM OF THE PAGE.

I. CALL TO ORDER – Chair, Keith Thurlow, called the meeting to order at 7:14 pm.

ROLL CALL – Brian Card, Virge Lorents, 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 – Brian Dotolo, Project Director, Scott Lyons and Steven Cole, Civil Engineers, Greg Smith, and Yovannia Gamez, Electrical Engineers, from the Haskell Corporation; Roger Gieseke and Silvino Quenga from Frito-Lay; Patti Larrow George, Town Council Liaison.

II. SEATING OF ALTERNATES – Mr. Thurlow noted that, currently, there are no Alternate Members. There are three vacancies.

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)

There are written comments to be introduced into the record.

As of 03/12/2021: 1) Laurie LeClerc re: Westview; 2) Joshua Lawton re: Westview; and 3) Karen Johnson re: Frito-Lay

Ann-Marie Aubrey summarized the comments and noted that the above comments received regarding Westview had been received after action had already been taken by the Commission. Copies were posted on the website.

Ms. Aubrey summarized the comments received regarding the Frito-Lay Site Plan Review. These were presented to the Commission at the last meeting and a copy was also sent to Frito-Lay and Haskell so that they could respond at this meeting. Ms. Johnson's concerns included the following: internal circulation and other site impacts; existing lot access; purpose of the lot; if it is necessary for 40-foot high light poles; requesting an increase in vegetation buffer; management plan. A copy was posted to the website as well.

Ms. Aubrey stated that no further public comments had been received by the Town Manager's Office as of 3:00 p.m. today.

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 must be received prior to 2:00 PM the day of the meeting. Public comment received will be posted on the Town's website www.killingct.gov.

NOTE: To participate in the CITIZENS' COMMENTS– 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 132-939-7853.

There were no callers for public comment.

V. COMMISSION/STAFF RESPONSES TO CITIZENS' COMMENTS

Virge Lorents commented that Route 21 is a State Highway, therefore, it would not be up to the Planning & Zoning Commission to put a stop light there. Ms. Aubrey stated that this had been discussed with the Town Engineer at the last meeting. John Sarantopoulos suggested that the Town request that State conduct a study to see if the traffic pattern at that intersection warrants a light. Mr. Capacchione, Town Engineer, will have a conversation, but he does not believe that it will meet the State's criteria.

At this time, Ms. Aubrey stated that there is an abutter to the 628 Wildwood Way property who believes that he has an ingress and egress access easement over the property and he wants to make sure that Frito-Lay does not block his access. The gate through the fence is still there and still on site and that is where his access easement would be. The only thing she sees missing, at this point, would be drawing on the plan, itself, where his access easement is supposed to be and if they cannot provide the exact one, how are they going to allow him to use that access easement. She asked that Frito-Lay and Haskell research this and respond at the April meeting. She will forward copies of the deed.

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

NONE

NOTE: To participate in THE PUBLIC HEARINGS – the public may join the meeting via telephone while viewing the meeting on Facebook live.

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VII. UNFINISHED 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. **(NOTE: This application is still before the IWWC; therefore, the PZC may begin to hear Frito-Lay's presentation and commission members may ask questions of the applicant; however, the PZC cannot make a decision at this time.)**

Ann-Marie Aubrey read aloud the procedure to dial in for public comment. There were no callers.

Brian Dotolo, Project Director for Haskell Corporation, introduced the Haskell Team and stated that Haskell has had a relationship with Frito-Lay for 25 plus years, working with this particular site for over ten years. He said that they are very sensitive to how their design impacts environmental conditions. The purpose of the trailer parking lot: they are improving what is already out there adding asphalt/concrete to existing conditions; the parking lot is being used to store empty trailers as well as trailers with product to be shipped to retail stores. The current operations will remain going forward after the work is complete. Mr. Dotolo displayed plans as areas were discussed during Haskell's presentation.

Steven Cole, Civil Engineer for Haskell Corporation, presented the Civil Design:

- Currently, the trailer lot (Yellin property) is a gravel pavement area which they will put a mix of heavy-duty asphalt over drive isles. Medium-duty asphalt where the trailers would reside.
- Concrete dolly pads for landing gear.

- There is a slight expansion of the gravel lot to the east towards the Five-Mile River. They are doing their best to match existing grades.
- They are proposing storm sewer for the Yellin lot. He referred to and displayed Sheet 120 and indicated the areas as he discussed/explained.
- They are maintaining an existing access along the gravel road to the northwest that runs along the west side of the Frito-Lay property.
- He indicated where they are proposing a new storm water management facility.
- They will be providing new 20-foot access gates along the south property line (in-between the pond and the paving) for an Eversource easement as well as access for the property owner to the south of the Facility. That access continues to the north onto Frito-Lay property by means of an existing gate.
- Storm Water Management Facility: Not proposing any discharge to the Five-Mile River; Strictly an infiltration basin; Prior to infiltration in the main part of the pond there is a sediment fore-bay with an overflow and a trash plate and low-flow pipe to the infiltration basin; Upstream, (he referred to Sheet C-140) they are proposing two water-quality units (hydro-dynamic separators specifically downstream defender units that will collect trash, oils, debris, fuel) prior to entrance into the fore-bay. This is an effective treatment prior to any infiltration practices downstream. The fore-bay will be wide.
- They are proposing to fill in the existing pond to the north, so the new Storm Water Management Facility includes all treatment and storm water attenuation that was managed previously by that pond.
- He referred to Sheet 120 – Maintaining the existing tree buffer along the west side of the trailer stalls as well as proposing new trees within that area for screening.

Mr. Dotolo indicated existing conditions regarding trees. He stated that they will not be disturbing the existing trees during construction of the parking lot. He stated that the parked trailers will not be visible from the view of the location of the former Tavern restaurant.

Ann-Marie Aubrey noted that the parking lot and retention pond seemed to be shaped differently on the plan that was displayed. Mr. Dotolo stated that she is correct and he explained that the plan was the previous plan that had been submitted to IWWC, but it was modified and submitted last Friday. Ms. Aubrey asked about the access easement that the neighbor would be able to use. Mr. Dotolo indicated that the gate to the south is what the neighbor would use and the gate to the north would be used primarily by Eversource to maintain their power lines.

Silvino Quenga, Frito-Lay, commented that Mr. Simpson currently gets access to the dam by crossing over his property and goes over the existing city sewer line. There is roadway access to the dam for maintenance. It is along the nature trail walkway.

Virge Lorents asked about the amount of impervious surface/lot coverage and if it meets the Town's requirements. Mr. Thurlow stated that it has to do with MS4. Ms. Aubrey commented that that is why they redesigned the retention pond to increase the retention. Mr. Quenga explained that they re-platted upon purchase of the south lot. Where the site was in multiple chunks, the entire Frito-Lay property area is one lot. Jonathan Blake stated that this is an Industrial-Zoned property and the percentage allowed for pavement is 70 percent. Ms. Aubrey stated that it meets the requirement, but will verify it for the next meeting.

Keith Thurlow asked about the following:

- Fencing. Mr. Cole stated that it is chain-link fence matching existing.
- Proposed curbing. Mr. Cole stated that it will be curbing gutter, as it is asphalt. It will help convey flow to the curb inlets. They recommend/propose a six-inch curb there.
- Snow removal. Mr. Cole stated that they had discussed, with Frito-Lay, a plan to utilize the south curb line. The primary snow storage will be along the south and west sides of the parking lot. During large storm events some trailer stalls would need to be used for snow storage.
- Anthony Simpson's right-of-way. Regarding access to the utility easement, Mr. Cole stated that they are providing gate access there, as well as the western gravel road - that will remain.
- Islands at the end of parking strips. Mr. Cole stated that they are just gore striped areas.
- Eastern parking lot just above the storm drainage area. Mr. Cole explained that the gravel area has been dedicated for existing Eversource power lines.

- All drainage going to the drainage retention area. Mr. Cole stated that is correct and that they are capturing 100 percent of the run-off and treating 100 percent of the run-off per the State of CT requirements.
- Sediment area to the left. Mr. Cole explained that the sediment fore-bays are sized for 25 percent of the calculated water quality volume to be treated. That area is lined to prevent infiltration into the soil and it also allows maintenance and cleaning operations. A buildup of sediment won't fill up the main basin. It makes trash removal easier as it is contained to that area.
- Spillway details (far northeast side of the large pond). Mr. Cole stated that it is strictly an emergency overflow designed to eliminate any potential risk for the bank deteriorating, so they could give a defined overflow path. There will be rip-rap, sized appropriately. Anything over the hundred-year storm could potentially discharge there. He explained that there is enough storage for up to a hundred-year storm (the pond is designed to have one foot of free board underneath the emergency spillway crest elevation for the one hundred year, 24-hour event).
- Karen Johnson's letter. Mr. Cole has read the letter and said that a lot of it is not specific to the Civil Site Design. They are maintaining access to the lot. As previously discussed, they are maintaining and adding to the tree buffer along the west side of the property. Most likely an evergreen-type tree to fill in the gaps during cold weather.
- Curb around the entire pond area (off the edge of the pavement). Mr. Cole explained that the north side of the pond is all curbing gutter as well as the west side along the paving.

Ann-Marie Aubrey referred to Sheet 1C-120 (displayed) and asked about the easement that Mr. Simpson would be using (along the sewer easement to the spill way). Mr. Dotolo stated that is correct. Ms. Aubrey asked how far apart the Douglas Firs would be on the western side. Mr. Dotolo stated that the plan shows 20-foot on center.

Jonathan Blake asked about the Haskell Team's exhibit that illustrates the light levels to the exterior of the site. Greg Smith, Electrical Engineer, displayed the Lighting Layout and stated that it has been updated with the change due to the Eversource easement. The light levels don't change based on the minor light layout that they changed. He gave an overview:

- 35-foot poles on four-foot bases.
- The light fixtures achieve light levels that meet Frito-Lay standards for safety and security.
- The CCTV cameras that are laid out are also based on these light levels.
- He explained that the light levels (not showing any trees) are showing that, by the time you get to the railroad, it is all zeros on ground level.
- Each of the lights has a shield which is specified.

Brian Card asked about the Frito-Lay standards. Mr. Smith explained that they have a corporate lighting standard (an average of one candle along the western boundary) depending on where you have the parking lot (entrance or parking stall). They are trying to get the light to throw over the 13'6" trailer because you get some shadow effect off of those.

Virge Lorents asked if they are considering designing larger retention basins due to global warming. Mr. Cole stated that their code requirements are dictated by the State of CT.

There were no further questions from Commission Members or Staff.

Motion was made by Virge Lorents to continue 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, to the next regular meeting of the Planning and Zoning Commission on Monday, April 19, 2021, Town Meeting Room, 2nd Floor, 172 Main Street, at 7:00 p.m.

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).

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

NONE

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

1) Regular Meeting Minutes – February 16, 2021

Motion was made by Matthew Wendorf to adopt the Minutes of the Regular Meeting of February 16, 2021.

Second by Virge Lorents. No discussion.

Roll Call Vote: Virge Lorents – yes; Matthew Wendorf – yes; John Sarantopoulos – yes; Brian Card – yes; Keith Thurlow – yes.

Motion carried unanimously (5-0-0).

X. OTHER / MISCELLANEOUS – (review / discussion / action)

1) Subdivision Application #17-1184; Request for Bond Reduction from Toutant Realty, Inc.; for 7 lot residential subdivision; extension of Cardinal Drive; GIS Map 112; Lot 30; ~16.0 acres; Low Density Zone. **(Engineering inspected the road extension and found : “The remaining bond of \$5,697.28 currently can be reduced to \$3,000.00 {and} this remaining amount {\$3,000.00} will be held for retainage on the project until Aug.1, 2021 then returned after final inspection.”)**

Ann-Marie Aubrey clarified that if retaining \$3,000, there would, at this point in time, be a refund to the bond of \$2,697.28.

Motion was made by Virge Lorents to approve the bond reduction request from Toutant Realty, Inc.; for 7 lot residential subdivision; extension of Cardinal Drive; GIS Map 112; Lot 30; ~16.0 acres; Low Density Zone. Refund of \$2,697.28 and the remaining amount of \$3,000.00 will be held for retainage on the project until Aug. 1, 2021, then returned after final inspection.

Second by Matthew Wendorf. No discussion.

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; Town of Killingly Capital Budget Presentation for the 2021 – 2022 Fiscal Year
Presentation by David Capacchione, Engineer for the Town of Killingly.

David Capacchione gave a brief overview. Nothing out of the ordinary, just routine maintenance.

Ms. Lorents asked about the historic bridge over Peeptoad Road and stated that she would like its character to be maintained. Mr. Capacchione explained that the intent would be to maintain the character, but there is currently no funding available.

Brian Card asked pointed out an error/typo on page 8 regarding the splash pad.

Matthew Wendorf asked about whether it is reactive maintenance or preventative maintenance. Mr. Capacchione explained that it is a little of both depending on what budgets allow. There was discussion regarding alternative paving/repairing methods.

Motion was made by John Sarantopoulos to accept the 8-24 Review; Town of Killingly Capital Budget Presentation for the 2021-2022 Fiscal Year.

Second by Virge Lorents. No discussion.

Roll Call Vote: Matthew Wendorf – yes; Brian Card – yes; Virge Lorents – yes; John Sarantopoulos – yes; Keith Thurlow – yes.

Motion carried unanimously (5-0-0).

XI. CORRESPONDENCE

1) Transcend Wireless – received a Notice of Exempt Modification for the tower located at 79 Putnam Pike, Dayville, CT – re: remove 6 existing antennas and replace with 6 new antennas that will support 5G services and will be installed at the same 148-foot level of the tower.

Ms. Aubrey stated that the rest of the Application to the Siting Council is in her office for viewing.

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

A. Zoning Enforcement Officer's & Zoning Board of Appeal's Report(s) – No discussion.

B. Inland Wetlands and Watercourses Agent's Report – No discussion.

C. Building Office Report – None.

Ms. Aubrey explained that they transferred to a new computer system and are still working on format.

XIII. ECONOMIC DEVELOPMENT DIRECTOR REPORT

Jill St. Clair reported:

- New to Me Gently Used Furniture Store and Pourings & Passages soft openings April 1st.
- Ribbon Cutting at Mandolay Spa on April 5th.
- Burnett & Company will be launching a mural project.
- Imperial Room has been sold and will be called the New Imperial Room – Chinese and Japanese menu with a full bar.
- Launching Small Business Academy at the Library Tuesdays from June 8th – July 13th.
- Preparing an RFP for pre-conceptual design proposals for the rear parking lots off Main Street to enhance the customer experience.

XIV. TOWN COUNCIL LIAISON REPORT

Patti Larrow George reported on the recent actions of the Town Council. She will announce at the next Town Council meeting that the PZC is in need of three Alternate Members.

Brian Card asked Ms. Aubrey for PDF's of the Frito-Lay plans. She will send them.

XV. ADJOURNMENT

Motion was made by Virge Lorents to adjourn at 8:21 p.m. Second by Brian Card. No discussion.
Motion carried unanimously by voice vote (5-0-0).

Respectfully submitted,

J.S. Perreault
Recording Clerk