

TOWN PLAN AND ZONING COMMISSION
PLANS REVIEW SUBCOMMITTEE
MINUTES OF FEBRUARY 24, 2021 SPECIAL MEETING

The meeting commenced at 8:00 AM through Zoom Video Conferencing

Present: Subcommittee Members Michael Botelho, Sharon Purtill, and Robert Zanlungo;
Jonathan E. Mullen, AICP, Planner

396 WICKHAM ROAD – proposal for an accessory apartment in lower level of a home – Rural Residence Zone – Mark Fahey, applicant

The applicant, Mark Fahey, presented the site and floor plans for the proposed accessory apartment. He confirmed that he was converting the existing recreation room in the basement of the house into a separate living unit. Vice Chairman Purtill asked if there was adequate egress from the proposed apartment. Mr. Fahey stated the main egress was the set of French doors located at the east side of the unit and the second means of egress was the front entrance to the principal dwelling. Vice Chairman Purtill expressed concern that the only means of access to the shared mechanical units was through the accessory apartment. Commissioner Botelho suggested that the applicant install an exterior access door to the mechanical units and block off the access from inside the apartment.

107 EASTERN BOULEVARD – proposal for redevelopment to include façade modifications, parking lot expansion, a stormwater management system, lighting & landscaping – Planned Employment Zone & Groundwater Protection Zone 1 – Matthew Bruton, P.E., BL Companies – WE Acquisitions LLC, applicant

Matt Bruton, project engineer, of BL Companies presented the site plan to the Subcommittee. He stated that the proposal was to convert the existing Mondelez distribution center into an Amazon distribution hub. Mr. Bruton said that the project had received approvals from the Inland Wetlands and Watercourses Agency. He added that the landscaping for the project was going back to the Community Beautification Committee in March for final approval.

Mike Keleher of Amazon went over the traffic circulation pattern, parking layout, and the parking and delivery schedule for the site. Mr. Bruton stated that trucks from this facility would deliver to places up to 45 minutes away. Commissioner Botelho asked about truck ingress and egress from the site. Mr. Keleher explained that truck traffic would enter and exit the site from National Drive. Vice Chairman Purtill asked how many delivery vans would be stored/parked on-site and expressed concern that cars and/or trucks may end up parking on National Drive.

Mr. Bruton stated that 208 vans would be parked on-site. He then went over the schedule and procedure for drivers to swap their personal vehicles for a delivery van when they arrive. Jess Schumer of Amazon added that all van staging and parking of personal vehicles is scheduled so there will always be available parking even at peak hours. Ms. Schumer then explained that there would be a separate parking area with 117 parking spaces for Amazon employees working in the building located on the east side of the site. Commissioner Botelho asked about snow removal

for the site. Ms. Schumer explained the snow removal plan and there was a subsequent discussion about it among the group. The Subcommittee members agreed that they wanted more detail on the snow removal plan.

Vice Chairman Purtill asked if the facility would be operating 24 hours a day. Ms. Schumer stated that it would a 24-hour operation but that deliveries would be staggered throughout the day.

Mr. Bruton then went over the lighting plan and stated the site would have 13-foot tall light poles. Commissioner Botelho asked if the Town Engineer had reviewed the plans. Mr. Bruton responded that the Engineering Department had reviewed the plans and that the proposal needed approval by the State of Connecticut Office of State Traffic Administration. Barbara Joslin, project architect, of BL Companies went over the architectural details and signage for the project. Vice Chairman Purtill advised the applicant to provide more a more detailed plan for the TPZ meeting. The Subcommittee agreed that the applicant should revise their plans and come back for another meeting.

Meeting adjourned at 9:35 a.m.

Respectfully submitted,

Jonathan E. Mullen, AICP