

TOWN PLAN AND ZONING COMMISSION  
PLANS REVIEW SUBCOMMITTEE  
MINUTES OF AUGUST 29, 2018 SPECIAL MEETING

The meeting commenced at 8:00 AM in Engineering Conference Room, 3<sup>rd</sup> Floor Town Hall

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

**25 NAUBUC AVENUE – proposal to remove existing house & construct 10 condominium units “Cortland Place” – Town Center Zone – Dutton Associates, LLC – Hans Hansen Architectural Design, applicant**

Jim Dutton of Dutton Associates gave an update on the status to the application with regard to the Conservation Commission. Chairman Purtill expressed concern about the density of the project and its appearance from Naubuc Avenue.

Mr. Dutton explained the drainage for the site would include a rain garden and level spreader. Chairman Purtill asked if maintenance of the drainage system would be required to which Mr. Dutton replied yes.

Commissioner Botelho asked about the surrounding uses of the proposed project; Mr. Dutton described them.

Prior to the public hearing, Chairman Purtill wants staff to provide comments regarding drainage and if it will cause problems for neighboring properties. Commissioner Botelho asked if there would be any runoff to adjacent properties generated by this project to which Mr. Dutton responded no.

Mr. Dutton said that the Community Beautification Committee had reviewed the project twice because salt-resistant plant species for the rain garden were substituted for the originally approved plant species. Mr. Dutton then went over the landscape plan, on-site snow storage, and fencing for the project.

Mr. Mullen asked if there would be a homeowners association (HOA). Mr. Dutton explained that there would be a HOA responsible for the maintenance of common features on the property.

Hans Hansen, Architect for the project, went over the proposed floor plans for the units as well as architectural elements of buildings’ exteriors. Chairman Purtill asked if the apartment interiors were created to match the exterior elevations to which Mr. Hansen responded yes. Commissioner Zanlungo asked if the internal mechanicals were raised above the 500-year floor elevation to which Mr. Dutton replied they were.

**86 OAK STREET – proposal for a 10,000 square foot daycare – Planned Commerce Zone - Attorney Meghan Hope - Donna Shepard, Owner - Louay Akil, Member, NU Dimensions, ENT, LLC, applicant**

Attorney Meghan Hope of Alter & Pearson, LLC explained the proposal and oriented the Subcommittee to the site plan. She also went over the site layout, vehicular and pedestrian circulation, and the elevation drawings for the project.

Donna Shepard, the property owner, went over proposed building materials for the site.

Chairman Purtill expressed concern about the appearance of the building from Oak Street, stating that it should look more like the front elevation. Commissioner Zanolungo asked if the doors on the street elevation were necessary. Attorney Hope explained the doors were for emergency egress from the classrooms.

Matt Bruton of BL Companies went over the infiltration features and landscaping facing Oak Street. Mr. Bruton also discussed how the topography of the property factored into the design of the site.

Attorney Hope stated that the Community Beautification Committee reviewed and approved the project's landscape plan. Chairman Purtill recommended that the applicant consider installing more screening on the north side of the lot. Mr. Bruton stated a 6-foot tall white vinyl fence would be installed along the northern property line to screen the property. The Subcommittee members all agreed that they had no issue with the use but were concerned about the appearance of the building facing Oak Street and advised the applicant to consider changing the design to make it more appealing. Mr. Bruton then went over the proposed dumpster location, pick-up and drop-off locations, lighting and parking plans.

Commissioner Botelho asked about the hours of operation. Ms. Shepard stated that the hours of operation would be from 6:30 am to 6:30 pm. Chairman Purtill asked who would be operating the daycare facility. Ms. Shepard indicated that the daycare would be operated by a local franchisee.

Commissioner Botelho asked if the number of proposed parking spaces was comparable to that of other daycare facilities. Attorney Hope stated that the parking plan was typical of similar daycares. Chairman Purtill reiterated her concern and advised the applicant to work on the design of the west elevation facing Oak Street to make it more appealing and to ensure that floor layout is compatible with the exterior design of the building.

### **2187 NEW LONDON TURNPIKE – proposal for hair salon to go in the former Lottie's location – Planned Business & Development Zone – Michelle Jacoby, applicant**

Chairman Purtill asked the applicant, Ms. Jacoby, if the proposed change in location would be an expansion of her business. Ms. Jacoby said yes. There was a general discussion between the applicant and the Subcommittee members regarding the proposed location of the salon. Mr. Mullen suggested this proposal could be approved as a 12.10 insignificant change; to which Chairman Purtill agreed.

### **Plan of Conservation & Development Sustainability Section**

Mr. Mullen distributed two versions of proposed language for a section in the 2018–2028 Plan of Conservation and Development (POCD) on Sustainability (the Sustainability Section) for the Subcommittee members to review. There was a general discussion among the Subcommittee members about the TPZ meetings of July 17 and August 21, 2018. They discussed their confusion about the source of the previous iteration of the Sustainability Section that was discussed at the July 17, 2018 TPZ meeting. The Subcommittee members also discussed what content regarding Sustainability they felt was appropriate to be included in the 2018–2028 POCD. They also discussed how to handle the situation moving forward.

Members of the public joined the meeting and requested to speak. Chairman Purtill explained that while Plans Review Subcommittee meetings were open to the public, the Subcommittee normally did not take public comment. Chairman Purtill then stated that she would allow public comment. She explained the process, as she understood for adoption of the POCD. She stated that given the time constraints to adopt the POCD imposed by the State, she felt the best thing to do was to adopt the document as written and amend it later.

The following members of the public (all Glastonbury residents) spoke regarding the proposed Sustainability Section of the 2018 – 2028 POCD:

Chris Gullotta – 221 Keeney Street  
Shawnee Baldwin – 57 Nuthatch Knob  
Kristi Vitelli – 9 Martin Terrace  
Anne Bowman – 62 Morgan Drive  
Kim McClain – 212 Sunset Drive  
Ketti Marks – 82 Hanover Fields Road  
Denise Weeks – 334 Hollister Way West  
Jill Grieveson – 3 Tryon Farms Road  
Jen Siskind – 101 Farview Terrace

The residents expressed concern over the lack of content in the POCD regarding sustainability. Concern was also expressed that members of the public were excluded from discussions at a public meeting. Mr. Mullen stated that it is customary at Plans Review Subcommittee meetings, between agenda items, to discuss previous or upcoming items on the agenda and that it was not the intention of the staff or the Subcommittee to exclude the public from the meeting discussion.

There was a general discussion between the members of the public and the Subcommittee with regard to previous iterations of the Sustainability Section. Members of the public stated that they felt the TPZ at the July 17, 2018 meeting dismissed the proposed Sustainability Section and that specific language regarding sustainability, resiliency, and climate change needed to be part of the 2018–2028 POCD.

Commissioner Botelho acknowledged that certain language was not included in the POCD and that he would be open to adding such language. Chairman Purtill stated that she felt the members of the Conservation Commission should draft language for TPZ review and that both commissions should work together to incorporate language regarding sustainability in to the 2018–2028 POCD. Denise Weeks stated as Chair of the Commission on Aging she would be submitting language for consideration to be included in the POCD.

Meeting adjourned at 10:30 a.m.

Respectfully submitted,

Jonathan E. Mullen, AICP