

**GLASTONBURY TOWN PLAN AND ZONING COMMISSION
REGULAR MEETING MINUTES OF TUESDAY, DECEMBER 11, 2018**

The Glastonbury Town Plan and Zoning Commission with Khara Dodds, AICP, Director of Planning and Land Use Services, and Jonathan Mullen, AICP, Planner, in attendance held a Regular Meeting in Council Chambers of the Town Hall at 2155 Main Street, Glastonbury, Connecticut.

ROLL CALL

Commission Members Present

Mrs. Sharon H. Purtill, Chairman
Mr. Keith Shaw, Vice Chairman, (appointed Acting Secretary)
Mr. Jacob McChesney (**final meeting**)
Mr. Christopher Griffin, Alternate
Mr. Scott Miller, Alternate
Mr. Matthew Saunig, Alternate
Mr. Robert Zanolungo

Commission Members Excused

Mr. Michael Botelho, Secretary (Absent)
Mr. Raymond Hassett (Absent)

Chairman Purtill called the meeting to order at 7:00 P.M.

PUBLIC HEARINGS

1. Application of NU Dimensions Enterprises, LLC for a Section 12 Special Permit with Design Review – 10,000 square foot daycare facility with outdoor play areas & related infrastructure – 86 Oak Street – PC Zone – Attorneys Peter Alter & Meghan Hope

Attorney Peter Alter of Alter & Pearson, LLC appeared before the Commission to present his client's application for a special permit to construct a daycare facility on Oak Street, with 33% open space and 39 parking spaces. Attorney Alter noted that the proposed facility meets all zoning and MS4 permit requirements and has received affirmative recommendations from both the Community Beautification Committee and the Conservation Commission.

Matt Bruton of BL Companies appeared before the Commission to speak to the engineering particulars of the site, which is located on a vacant lot, but all utilities are available in the street. Mr. Bruton explained that the site has 2 collections systems to collect and drain water, and the construction features include entrances, a silt fence, soil stockpile areas and erosion control areas. Mr. Bruton noted that the site still needs to comply with the Connecticut Stormwater Quality Manual and the 2002 Erosion Control Guidelines. Mr. Bruton then stated the project featured dark sky compliant fixtures, a solar powered ground sign, motion-activated outside

lights, and interior finishes made from sustainable materials. Mr. Bruton also stated that his firm has been to the Water Pollution Control Authority for approval.

Attorney Alter explained that the applicant incorporated the Subcommittee's recommendations from August 29, 2018 about making the west elevation more aesthetically pleasing. Some of the incorporated changes included a balance of windows on both sides, eliminating a door and centering another, and adding brick columns to the front and additional molding. A model board was presented to the Commission for review.

Chairman Purtill asked whether or not the applicant's plans provide for food delivery and where the delivery trucks will go. The landowner, Donna Shepherd, appeared before the Commission to reply that they do not stock up food; it is all contained within the main pantry. She stated that the delivery trucks will go through the front door, which is a secure entry, and that the floor plan was already designed based on Connecticut State requirements. The Chairman suggested that the wall design might have to be altered since the pantry is the preparation area.

Mr. Bruton then addressed the Town Engineers memorandum regarding the design of the retaining wall along the southern border of the property. Commissioner McChesney asked Mr. Bruton what the rain garden on the western side of the property would look like from Oak Street. Mr. Burton stated that the land would slope downward to the bottom of the rain garden and then up toward the building.

Commissioner Zanolungo stated that the west elevation looks much better than before. Chairman Purtill agreed, stating that it is a better-looking project.

Motion By: Vice President Shaw

Seconded: Chairman Purtill

MOVED, that the Town Plan & Zoning Commission approve the application of NU Dimensions Enterprises, LLC for a Section 12 Special Permit with Design Review – 10,000 square foot daycare facility with a 39-space parking lot– 86 Oak Street – Planned Commerce Zone, in accordance with the following plans:

“PROPERTY & TOPOGRAPHIC SURVEY 86 OAK STREET PREPARED FOR NU DIMENSIONS, ENT., LLC GLASTONBURY, CONNECTICUT DUTTON ASSOCIATES, LLC 67 EASTERN BOULEVARD GLASTONBURY, CONNECTICUT 06033 TEL: 860-633-9401 FAX: 860-633-8851 EMAIL: JIMD@DUTTONASSOCIATESLLC.COM DATE: 08/23/2018 SCALE: 1”=20’ SHEET 1 OF 1 A-18-045-EC FILE: 18045.DWG”

“SITE PLAN PROPOSED CHILD DAY CARE CENTER 86 OAK STREET GLASTONBURY, CONNECTICUT BL COMPANIES 100 CONSTITUTION PLAZA, 10TH FLOOR HARTFORD, CT 06103 (860) 249-2200 (860) 249-2400 FAX DESIGNED J.O.M. DRAWN C.J.L. REVIEWED S.C.N. SCALE 1”=20’ PROJECT NO. 18C6644 DATE 07/26/2018 CAD FILE: SP18C664401 SHEET NO. SP-1 REVISIONS NO. 1 8/31/2018 REVISED PER TOWN COMMENTS 2. 10/02/2018 REVISED FOR ARCHITECTURAL COORDINATION 3. 10/16/2018 REVISED PER TOWN COMMENTS”

“GRADING AND DRAINAGE PLAN PROPOSED CHILD DAY CARE CENTER 86 OAK STREET GLASTONBURY, CONNECTICUT BL COMPANIES 100 CONSTITUTION PLAZA, 10TH FLOOR HARTFORD, CT 06103 (860) 249-2200 (860) 249-2400 FAX DESIGNED C.J.L. DRAWN C.J.L. REVIEWED S.C.N. SCALE 1”=20’ PROJECT NO. 18C6644 DATE 07/26/2018 CAD FILE: GD18C664401 SHEET NO. GD-1 REVISIONS NO. 1 8/31/2018 REVISED PER TOWN COMMENTS 2. 10/02/2018 REVISED FOR ARCHITECTURAL COORDINATION 3. 10/16/2018 REVISED PER TOWN COMMENTS”

“SITE CROSS SECTIONS PROPOSED CHILD DAY CARE CENTER 86 OAK STREET GLASTONBURY, CONNECTICUT BL COMPANIES 100 CONSTITUTION PLAZA, 10TH FLOOR HARTFORD, CT 06103 (860) 249-2200 (860) 249-2400 FAX DESIGNED C.J.L. DRAWN C.J.L. REVIEWED S.C.N. SCALE AS NOTED PROJECT NO. 18C6644 DATE 07/26/2018 CAD FILE: CS18C664401 SHEET NO. CS-1 REVISIONS NO. 1 8/31/2018 REVISED PER TOWN COMMENTS 2. 10/02/2018 REVISED FOR ARCHITECTURAL COORDINATION 3. 10/16/2018 REVISED PER TOWN COMMENTS”

“LANDSCAPE PLAN PROPOSED CHILD DAY CARE CENTER 86 OAK STREET GLASTONBURY, CONNECTICUT BL COMPANIES 100 CONSTITUTION PLAZA, 10TH FLOOR HARTFORD, CT 06103 (860) 249-2200 (860) 249-2400 FAX DESIGNED L.M.W. DRAWN L.M.W. REVIEWED D.C. SCALE 1”=20’ PROJECT NO. 18C6644 DATE 07/26/2018 CAD FILE: LC18C664401 SHEET NO. LL-1 REVISIONS NO. 1 8/31/2018 REVISED PER TOWN COMMENTS 2. 10/02/2018 REVISED FOR ARCHITECTURAL COORDINATION 3. 10/16/2018 REVISED PER TOWN COMMENTS”

“SITE DETAILS PROPOSED CHILD DAY CARE CENTER 86 OAK STREET GLASTONBURY, CONNECTICUT BL COMPANIES 100 CONSTITUTION PLAZA, 10TH FLOOR HARTFORD, CT 06103 (860) 249-2200 (860) 249-2400 FAX DESIGNED C.J.L. DRAWN C.J.L. REVIEWED D.C. SCALE AS NOTED PROJECT NO. 18C6644 DATE 07/26/2018 CAD FILE: DN18C664401 SHEET NO. DN-1 REVISIONS NO. 1 8/31/2018 REVISED PER TOWN COMMENTS 2. 10/02/2018 REVISED FOR ARCHITECTURAL COORDINATION 3. 10/16/2018 REVISED PER TOWN COMMENTS”

“SITE DETAILS PROPOSED CHILD DAY CARE CENTER 86 OAK STREET GLASTONBURY, CONNECTICUT BL COMPANIES 100 CONSTITUTION PLAZA, 10TH FLOOR HARTFORD, CT 06103 (860) 249-2200 (860) 249-2400 FAX DESIGNED C.J.L. DRAWN C.J.L. REVIEWED D.C. SCALE AS NOTED PROJECT NO. 18C6644 DATE 07/26/2018 CAD FILE: DN18C664401 SHEET NO. DN-4 REVISIONS NO. 1 8/31/2018 REVISED PER TOWN COMMENTS 2. 10/02/2018 REVISED FOR ARCHITECTURAL COORDINATION 3. 10/16/2018 REVISED PER TOWN COMMENTS”

“SIGNAGE DETAILS THE LEARNING EXPERIENCE ACADEMY OF EARLY EDUCATION 86 OAK STREET GLASTONBURY, CONNECTICUT JARMEL KIZEL ARCHITECTS AND ENGINEERS INC. 42 OKNER PARKWAY LIVINGSTON, NEW JERSEY 07039 TEL: 973-994-9669 FAX: 973-994-4069 WWW.JARMELKIZEL.COM

PROJECT NUMBER: TLECT18-132 SCALE: AS NOTED DRAWN BY: CS APPROVED BY: MJB DRAWING NUMBER SA-1.4”

And

1. In compliance with:
 - a. The conditions set forth by the Conversation Commission at its regular meeting of November 15, 2018 and as stated in the memorandum from the Environmental Planner dated November 16, 2018.
 - b. The recommendations as contained in the minutes of the August 8, 2018 Community Beautification Committee meeting.
 - c. The standards contained in a report from the Fire Marshal, File 18-034, plans reviewed 12-04-18.
2. In adherence to:
 - a. The Town Engineer’s memorandum dated December 7, 2018.
 - b. The Health Director’s memorandum dated December 3, 2018.
 - c. The Police Chief’s memorandum dated November 30, 2018.
3. This is a Section 12 Special Permit with Design Review. If unforeseen conditions are encountered during construction that would cause deviation from the approved plans, the applicant shall consult with the Office of Community Development to determine what further approvals, if any, are required.

Result: Motion passes unanimously. (7-0-0)

2. Application of NAUBUC AVE, LLC for a Section 12 Special Permit with Design Review and a Section 4.11 Flood Zone Special Permit – change of use from residential to personal services (hair salon) within the existing structure together with associated site improvements – 244 Naubuc Avenue – Town Center Mixed Use Zone and Flood Zone

Attorney Meghan Hope of Alter & Pearson, LLC, representing Chrissy LaBella, owner of LaBella Hair Salon on Williams Street East, appeared before the Commission to discuss her client’s application for a change of use to allow the conversion of a 19th century two-story house at 244 Naubuc Avenue into a hair salon. Attorney Hope thanked the Subcommittee for sending a memorandum to the Conservation Commission to accommodate Ms. LaBella’s application so that she would have all of her approvals/permits in place before the expiration of her current lease on February 1, 2019. Attorney Hope explained that her client is proposing very few changes to the historic building, but they will be reducing the existing pavement, in order to accommodate for the 9 parking spaces in the building rear, as required by zoning standards.

There was a request by the Subcommittee that the applicant look into the prior filling that went on at this location. Attorney Hope stated that she located 2 cease and desist orders on the property, but there was no filling on the area where the applicant is proposing, and since it’s not

an active solid waste disposal, the applicant does not need to file any orders. Attorney Hope stated that neither the Conservation Commission nor the applicant are concerned about that area.

Engineer Wes Wentworth of Wentworth Civil Engineers appeared before the Commission to discuss the reduction of the impervious parking area from 5.2% to 4.9%. Mr. Wentworth noted that the Conservation Commission approved of the change. Chairman Purtill inquired about where the dumpster/trash will be located, since it was not included in the memo. Attorney Hope stated that it will be on either side of the proposed area (the rear side of the house). Chairman Purtill responded that a designated spot should be listed in the final plans. The Chairman also expressed concern that the current proposals may not be enough to spruce up the old property. Attorney Hope stated that there will be significant changes to improve the appearance of the property, such as new paint, new gutters, removal of the shutters, and a conversion of the damaged sidewalk into a grass area with a new light post and fixture.

The Chairman inquired about endangered species in the area and whether the applicant can begin work on the site without having a letter back from the State Department of Energy and Environmental Protection (CT DEEP). Mrs. Dodds responded that when the CT DEEP makes their determination, and if they find that it impacts the site in any way, the applicant will have to return to the Commission for approval. The Chairman stated that this should be a condition of approval.

Mr. Wentworth stated that the current driveway entrance measures 20 feet wide, but per the conditions set forth by the Town Engineer, it will be 24 feet. Commissioner McChesney inquired if the applicant will be screening the electrical meters and moving cable boxes. Attorney Hope stated that they have to keep electricity coming into the site, but they will move the cable box on the side and the mailbox will be removed.

Vice Chairman Shaw stated that he would like to see the applicant in business soon, and commended Attorney Hope for her efforts. Mrs. Dodds stated 2 additional conditions (#4 and #5 below) to add to the motion.

Motion By: Vice Chairman Shaw **Seconded:** Commissioner Zanolungo
MOVED, that the Town Plan & Zoning Commission approve the application of 244 Naubuc Ave, LLC. for a Section 4.11 Flood Zone Special Permit and a Section 12 Special Permit with Design Review – conversion of a single-family residence to a salon and construction of a 9-space parking area– 244 Naubuc Avenue– Town Center Mixed Use Zone & Flood Zone, in accordance with the following plans:

“BOUNDARY SURVEY PREPARED FOR CHRISOULA LABELLA 244 NAUBUC AVENUE EXISTING CONDITIONS & TOPOGRAPHICAL GLASTONBURY CONNECTICUT ROB HELLSTROM LAND SURVEYING LLC P.O. BOX 497 COLUMBIA, CT. 06237-0497 (860) 228-9853 (860) 228-1360 (FAX) 32 MAIN STREET HEBRON, CT WWW.HELLSTROMLANDSURVEYING.COM DATE: OCTOBER 2, 2018 SHEET 1 OF 1 JOB NO.: 2018-096 BY: ROBIN H. SCALE: 1”=20’ FILE NO. LA18096 A2”

“SITE DEVELOPMENT PLAN PREPARED FOR 244 NAUBUC AVE, LLC 244 NAUBUC AVE. GLASTONBURY, CONNECTICUT WENTWORTH CIVIL ENGINEERS, LLC 177 WEST TOWN ST. LEBANON, CT 06249 TEL. (860) 642-7255 FAX (860) 642-4794 WEB: WENTWORTHCIVIL.COM DATE: 10-02-18 SCALE: SHOWN SHEET 1 OF 2 MAP NO. 18-033-1SP REV. 10-19-18 TOWN COMMENTS REV. 10-31-18 TOWN COMMENTS REV. 11-15-18 TOWN COMMENTS REV. 12-05-18 TOWN COMMENTS”

“SITE DEVELOPMENT PLAN PREPARED FOR 244 NAUBUC AVE, LLC 244 NAUBUC AVE. GLASTONBURY, CONNECTICUT WENTWORTH CIVIL ENGINEERS, LLC 177 WEST TOWN ST. LEBANON, CT 06249 TEL. (860) 642-7255 FAX (860) 642-4794 WEB: WENTWORTHCIVIL.COM DATE: 10-02-18 SCALE: NONE SHEET 2 OF 2 MAP NO. 18-033-1N REV. 10-19-18 TOWN COMMENTS REV. 10-31-18 TOWN COMMENTS REV. 11-15-18 TOWN COMMENTS REV. 12-05-18 TOWN COMMENTS”

And

1. In compliance with:
 - a. The conditions set forth by the Conservation Commission in their recommendation for approval to the Town Plan and Zoning Commission and in the Wetlands Permit issued by the Inland Wetlands and Watercourses Agency at their regular meeting of December 6, 2018.
 - b. The standards contained in a report from the Fire Marshal, File 18-036, plans reviewed 12-4-18.
2. In adherence to:
 - a. The Town Engineer’s memorandum dated December 7, 2018.
 - b. The Health Director’s memorandum dated December 3, 2018.
 - c. The Police Chief’s memorandum dated November 30, 2018.
3. This is a Section 12 Special Permit with Design Review. If unforeseen conditions are encountered during construction that would cause deviation from the approved plans, the applicant shall consult with the Office of Community Development to determine what further approvals, if any, are required.
4. *A location for trash refuse containers shall be designated on the final plans and shall be located behind the building.*
5. *If a determination from the State of Connecticut Department of Energy and Environmental Protection in regard to the Natural Diversity Database results in a change to the plans as proposed, the applicant shall submit the revised plans to the Town Plan & Zoning Commission for review and approval.*

Result: Motion passes unanimously. (7-0-0)

3. Application of Allan Schwartz, H374, LLC for a Section 12 Special Permit with Design Review – construction of a mixed-use commercial building & associated infrastructure – 374-404 Hebron Avenue & 18-34 Sycamore Street – Town Center Zone

Evan Schwartz appeared before the Commission to discuss his application for the construction of a mixed-use commercial building in the Town Center Zone. Mr. Schwartz stated that he was very pleased with his previous meeting with the Subcommittee, whose recommendations on the visual renderings he found very helpful.

Will Walter of Alfred Benesch & Company appeared before the Commission to discuss the engineering elements of the site, which will contain 115 parking spaces (5 of which will be handicap accessible) and 2 loading spaces, as required by zoning standards. He explained that the Conservation Commission gave a recommendation of approval, while also suggesting installation of a sidewalk along Hebron Avenue that will provide an egress path. Mr. Walter discussed his plan details at length, including stormwater retention, temperature mitigation techniques, erosion control, and lighting. He stated that the property will add catch basin pipes, dark sky compliant LED lights, and place utility meters in inconspicuous locations. Mr. Walter also reviewed the results of the traffic study that was performed, which showed an insignificant traffic generation by the proposal.

Carmelo Rosa of Hibbard and Rosa Architects appeared before the Commission to speak to the architectural design plans of the site. Mr. Rosa stated that the 1-story structure is approximately 19,100 square feet and 19 feet in height, with higher elevations at various entrances, and the building facade consists of New England fabric and character materials. Mr. Rosa passed out models of a 3D rendering of the pediments to the Subcommittee, who proceeded with their comments.

Chairman Purtill recommended that the Commission add a condition that the rooftop mechanicals shall be screened, and the applicant will come back to the Subcommittee for approval. Mr. Schwartz stated his attempt to design the units to be centrally located on the roof so they would not be visible.

Commissioner McChesney inquired about the layout of the project and Commissioner Miller asked about the illumination of the signage. Karin Knobel of Graphik Identities, Inc., appeared before the Commission to answer that the proposed signage on the corner of the property will be internally illuminated with LED lights and the tenant signage will be the standard that is seen throughout town. The Chairman stated that all details should be submitted with the plan. Mrs. Dodds concurred, stating that the draft motion has a condition of approval because they did not receive all of the details of the official submitted application.

Landscape Architect John Alexopoulos appeared before the Commission to discuss the landscape plan, which have been revised but the set that was presented to the Commission today did not reflect changes submitted with the application. Mr. Alexopoulos stated that there are 2 patios: an unstamped concrete entryway and small evergreen shrubs and plants in front of the

fencing around the patio that continue to the front of the sign. Mr. Schwartz requested that the Commission conditionally approve the project because they had already been to the Community Beautification Committee twice and incorporated their suggestions.

Vice Chairman Shaw stated that the memorandum of the Town Engineer's comments is dated December 6, 2018 and inquired if the firm had received any notices from the State. Mr. Walter responded that this is the first time they are seeing the memorandum, though his company emailed the plans to the CT DOT, who stated that traffic generation is insignificant so no formal review would be given. However, the Town Engineer stated that the applicant will need formal State of Connecticut correspondence to that effect. Chairman Purtill confirmed that this will be a condition for approval.

Mr. Walter stated that he had no issue with the recommendations made by the Town Engineer. He pointed to comment #10 and explained that they are proposing interior automated cover units, which each restaurant will have, so he asked the Commission to reconsider the condition of approval regarding the grease trap units. Chairman Purtill stated that the Commission does not feel comfortable overstepping the Health and Engineering Departments and decided to maintain the condition of approval as recommended by both departments.

The Chairman thanked the applicant and commended their efforts to create a vibrant corner in the Town Center but stressed that there is still work to be done to address the conditions of approval.

Motion By: Vice Chairman Shaw **Seconded:** Commissioner McChesney
MOVED, that the Town Plan & Zoning Commission approve the application of Allan Schwartz, H374, LLC for a Section 12 Special Permit with Design Review – construction of a 19,847 square foot mixed use commercial building with a 115-space parking lot– 374—402 Hebron Avenue and 18—34 Sycamore Street – Town Center Zone, in accordance with the following plans:

“EXISTING CONDITIONS SITE PLAN GLASTONBURY COMMONS HEBRON AVENUE & SYCAMORE STREET GLASTONBURY, CONNECTICUT PREPARED FOR H374, LLC RICHARD F. MIHOK, P.E. CONSULTING ENGINEER 18 LAUREL LANE MARLBOROUGH, CONNECTICUT 06447 (860) 295-9049 DATE: 04-06-2017 SCALE: 1”=20’ SHEET 1 OF 4”

“LAYOUT PLAN SITE DEVELOPMENT GLASTONBURY COMMONS HEBRON AVENUE & SYCAMORE STREET, GLASTONBURY, CT PREPARED FOR: SCHWARTZ REALTY GLASTONBURY, CONNECTICUT PREPARED BY: ALFRED BENESCH & COMPANY 120 HEBRON AVENUE GLASTONBURY, CONNECTICUT 06033 860-633-8341 PROJECT NO: 70447.00 DRAWN BY: JHL SCALE: AS SHOWN CHECKED BY: WW DATED: MAY 24, 2018 DRAWING NO. C-2.0 REVISION: 10/16/18 RESPONSE TO COMMENTS 11/19/18 SPECIAL PERMIT SUBMISSION”

“MATERIALS PLAN SITE DEVELOPMENT GLASTONBURY COMMONS HEBRON AVENUE & SYCAMORE STREET, GLASTONBURY, CT PREPARED FOR: SCHWARTZ REALTY GLASTONBURY, CONNECTICUT PREPARED BY: ALFRED BENESCH & COMPANY 120 HEBRON AVENUE GLASTONBURY, CONNECTICUT 06033 860-633-8341 PROJECT NO: 70447.00 DRAWN BY: JHL SCALE: AS SHOWN CHECKED BY: WW DATED: MAY 24, 2018 DRAWING NO. C-2.1 REVISION: 10/16/18 RESPONSE TO COMMENTS 11/19/18 SPECIAL PERMIT SUBMISSION”

“GRADING & DRAINAGE PLAN SITE DEVELOPMENT GLASTONBURY COMMONS HEBRON AVENUE & SYCAMORE STREET, GLASTONBURY, CT PREPARED FOR: SCHWARTZ REALTY GLASTONBURY, CONNECTICUT PREPARED BY: ALFRED BENESCH & COMPANY 120 HEBRON AVENUE GLASTONBURY, CONNECTICUT 06033 860-633-8341 PROJECT NO: 70447.00 DRAWN BY: JHL SCALE: AS SHOWN CHECKED BY: WW DATED: MAY 24, 2018 DRAWING NO. C-3.0 REVISION: 10/16/18 RESPONSE TO COMMENTS 11/19/18 SPECIAL PERMIT SUBMISSION”

“SITE DETAILS SITE DEVELOPMENT GLASTONBURY COMMONS HEBRON AVENUE & SYCAMORE STREET, GLASTONBURY, CT PREPARED FOR: SCHWARTZ REALTY GLASTONBURY, CONNECTICUT PREPARED BY: ALFRED BENESCH & COMPANY 120 HEBRON AVENUE GLASTONBURY, CONNECTICUT 06033 860-633-8341 PROJECT NO: 70447.00 DRAWN BY: JHL SCALE: AS SHOWN CHECKED BY: WW DATED: MAY 24, 2018 DRAWING NO. C-6.4 REVISION: 10/16/18 RESPONSE TO COMMENTS 11/19/18 SPECIAL PERMIT SUBMISSION”

“SITE LANDSCAPE PLAN GLASTONBURY COMMONS HEBRON AVENUE & SYCAMORE STREET GLASTONBURY, CONNECTICUT PREPARED FOR H374, LLC JOHN ALEXOPOULOS, LANDSCAPE ARCHITECT CT LIC. NO. 550 PATIOS, SWALE 03-02-2018 DATE: 5-17-2018 REV. 10-18-2018 SCALE: 1”=20””

And

1. In compliance with:
 - a. The conditions set forth by the Conversation Commission at its regular meeting of October 11, 2018 and as stated in the memorandum from the Environmental Planner dated November 24, 2018.
 - b. The recommendations as contained in the minutes of the March 27, 2018 Community Beautification Committee Special Meeting.
 - c. The standards contained in a report from the Fire Marshal, File 18-033, plans reviewed 12-4-18.
 - d. The perspective drawings entitled “View from Sycamore Street and Hebron Avenue 1 and 2” to be on file with the Office of Community Development.
2. In adherence to:
 - a. The Town Engineer’s memorandum dated December 7, 2018.

- b. The Health Director's memorandum dated December 6, 2018.
 - c. The Police Chief's memorandum dated November 30, 2018.
3. Patio seating shall be included in the overall seat count as it relates to the required number of parking spaces for any potential restaurant use.
 4. The applicant shall include a snow removal/onsite storage plan as part of their approved plans.
 5. The sign package for the building signs and ground-mounted sign shall be reviewed & approved by the Office of Community Development and the Plans Review Subcommittee.
 6. There shall be no lettering or logos on any umbrellas placed on the patios.
 7. This is a Section 12 Special Permit with Design Review. If unforeseen conditions are encountered during construction that would cause deviation from the approved plans, the applicant shall consult with the Office of Community Development to determine what further approvals, if any, are required.
 8. *All utilities and mechanicals visible from Sycamore Street and/or Hebron Avenue shall be screened. If additional screening is needed to screen the rooftop units, the applicant shall submit a plan to the Plans Review Subcommittee for review of the design and materials of the screening.*
 9. *Landscaping plans shall be revised to incorporate the front door. A revised landscaping plan shall be approved by the Community Beautification Committee.*
 10. *There shall be no delivery vehicles parked on Sycamore Street or Hebron Avenue.*
 11. *Architectural plans and layout plans shall incorporate the front door and the colors and materials as presented.*
 12. *No outside storage shall be permitted.*

Result: Motion passes unanimously. (7-0-0)

REGULAR MEETING

1. Informal session for the purpose of hearing from citizens on Regular Meeting agenda or non-agenda items

No citizens came forward to speak.

2. Acceptance of Minutes of the November 13, 2018 Special Meeting

Motion By: Vice Chairman Shaw **Seconded:** Commissioner McChesney
MOVED, that the Town Plan and Zoning Commission accepts the minutes of the special meeting of November 13, 2018 as presented.

Result: Motion passes unanimously. (7-0-0)

3. CONSENT CALENDAR

- a. Scheduling of Public Hearings for Regular Meeting of January 15, 2019: **to be determined**

4. 2019 Meeting Schedule

Motion By: Vice Chairman Shaw **Seconded:** Commissioner Zanolungo
MOVED, that the Town Plan and Zoning Commission approves the 2019 Meeting Schedule.

Result: Motion passes unanimously. (7-0-0)

5. Chairman's Report

Mrs. Dodds stated that Attorney Hope will appear before the Commission to discuss the counter-proposal that arose in her December 6, 2018 meeting with the Conservation Commission, in regard to the application of NAUBUC AVE, LLC. The Conservation Commission has requested a joint educational session with the Town Plan & Zoning Commission. The Commission's thinking was that at times, the Town Plan & Zoning Commission and the Conservation Commission tend to be far apart on some land use issues, such as parking. Environmental Planner Tom Mocko did not want to be involved in the negotiations, so Attorney Hope volunteered to relay the message to the Commission.

Chairman Purtill stated that this will be Commissioner McChesney's final meeting on the Commission. Commissioner McChesney thanked the Commission and the Chairman for all of their assistance and expressed pleasure serving on the Commission.

6. Report from Community Development Staff - NONE

There being no further business to discuss, Chairman Purtill adjourned the meeting at 9:27 P.M.

Respectfully Submitted,
Lilly Torosyan
Lilly Torosyan
Recording Clerk