

**TOWN PLAN AND ZONING COMMISSION
GLASTONBURY, CONNECTICUT**

Tuesday, October 15, 2019
REGULAR MEETING

7:00 P.M.

Council Chambers
2nd Floor – Town Hall
2155 Main Street

Sharon H. Purtill, Chairman
Keith S. Shaw, Vice Chairman
Michael Botelho, Secretary

Christopher Griffin
Raymond Hassett
Robert J. Zanolungo, Jr.

ALTERNATES: Matthew Saunig; Scott Miller; Alice Sexton

AGENDA

PUBLIC HEARINGS

1. Application of Glastonbury Earth Products, LLC for renewal of a Section 6.2 Excavation Special Permit – excavation of earth products from N2C Dickinson Road (10.4± acres) via 175 Dickinson Road – Rural Residence & Groundwater Protection 1 Zones – Edward D. Cavanaugh & Richard M. Cavanaugh, Jr., owners
2. Application of Rosy Kapur for a Section 12 Special Permit with Design Review – construction of 3-story building with retail on 1st floor & residential on 2nd & 3rd floors – 311 Hebron Avenue – Town Center Zone

REGULAR MEETING

1. Informal session for the purpose of hearing from citizens on Regular Meeting agenda or non-agenda items
2. Acceptance of Minutes of the September 17, 2019 Regular Meeting
3. Application of Hans Hansen Architectural Design for a Section 12.9 Minor Change – home office replacing 2nd tandem parking space in garage – 25 Naubuc Avenue - Town Center Zone – Tommy Li, applicant
4. **CONSENT CALENDAR**
 - a. Scheduling of Public Hearings for Regular Meeting of November 19, 2019: **to be determined**
5. Chairman's Report
6. Report from Community Development Staff

MEMORANDUM

OFFICE OF COMMUNITY DEVELOPMENT

**RENEWAL OF SECTION 6.2 EXCAVATION PERMIT
 PHASE 1 : EXCAVATION AND REMOVAL OF EARTH PRODUCTS ON 10.4 +/- ACRES
 ASSESSOR'S LOT N-2C DICKINSON ROAD WITH ACCESS THROUGH 175 DICKINSON ROAD
 MEETING DATE : OCTOBER 19, 2019**

PUBLIC HEARING # 1
 10-15-19 AGENDA

To:
 Town Plan and Zoning
 Commission

From:
 Office of Community
 Development Staff

Memo Date:
 October 11, 2019

Zoning District:
 Rural Residential (RR)
 Zone

**Groundwater Protec-
 tion Area: 1**

Applicant:
 Glastonbury Earth
 Products, LLC

Owner:
 Edward D. Cavanaugh
 & Richard M.
 Cavanaugh Jr.

EXECUTIVE SUMMARY

- The applicant is seeking renewal of a Section 6.2 Excavation Special Permit for Phase 1 of the excavation of Assessor's Lot N-2C (formerly 35 Dickinson Road).
- The premises and permitted area are adjacent to the excavation activities on 175 Dickinson Road that are legal non-conforming and do not require a permit.
- Access to the permitted area on Lot N-2C Dickinson Road is through the excavation site on 175 Dickinson Road.
- The permit is necessary because of the two-year permit restriction requirement specified by Section 6.2 of the Building-Zone Regulations.
- The total land area being excavated on Lot N-2C Dickinson Road for Phase 1 is 10.4 +/- acres.
- The estimated total material to be removed from Lot N-2C Dickinson Road is 1,093,429 cubic yards. The amount of material to be excavated during Phase 1 is 295,729 cubic yards.
- The original excavation permit for Phase 1 was granted by the Town Plan and Zoning Commission on December 1, 2009.
- The applicant was granted renewal of the permit on December 6, 2011, November 19, 2013, November 17, 2015 and November 17, 2017.
- The existing permit expires on November 17, 2019.

REVIEW

- Included for Commission review are the following:
- Town of Glastonbury staff memoranda
 - Site plans



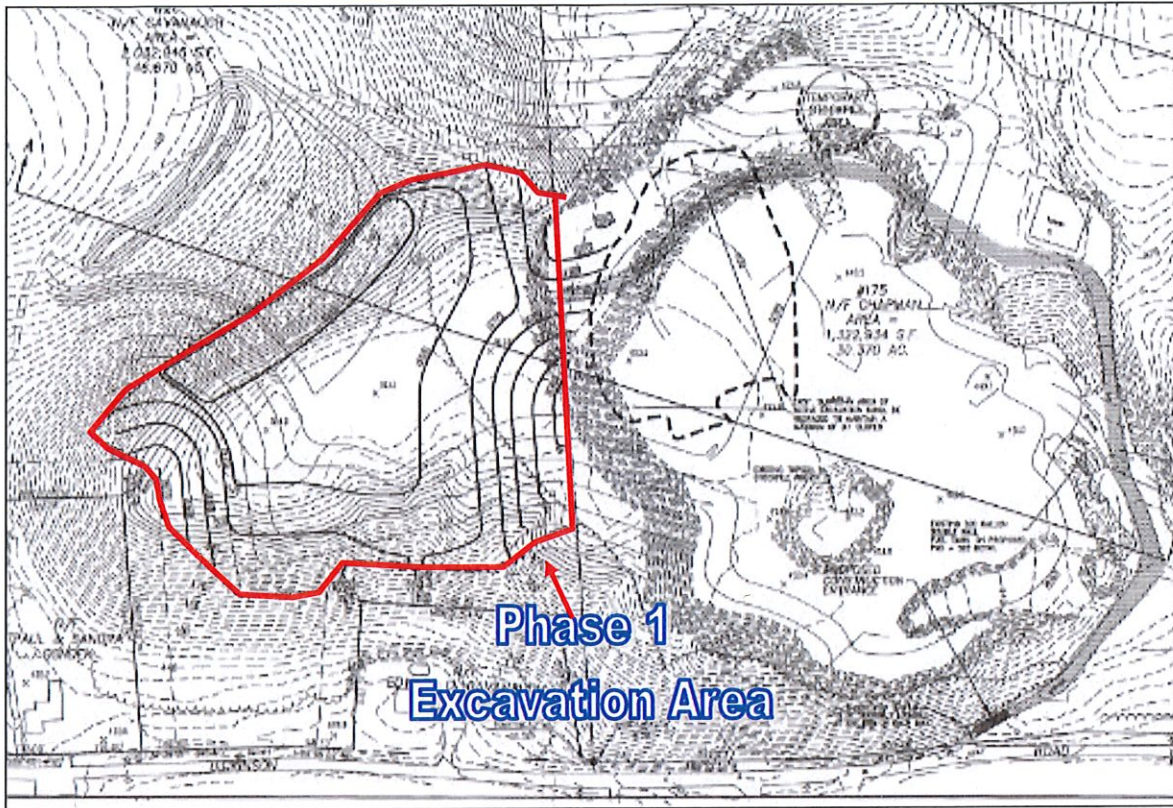
Aerial view of Lot N-2C and 175 Dickinson Road looking north

SITE DESCRIPTION

The excavation site is located on the north side of Dickinson Road in the Rural Residence Zone. The permitted area is comprised of 10.4 acres located on the southern portion of Lot N-2C Dickinson Road. The grandfathered Bronzi/Chapman excavation site is located adjacent to the east of the permitted area. Access to the permitted area is through a gated construction entrance on 175 Dickinson Road leading to an existing gravel drive that heads north and west through the Bronzi/Chapman excavation site toward the Phase 1 permitted area.

ADJACENT USES

Single-family residences abut the site to the east, south and west. Vacant land owned by the State of Connecticut abuts the site to the north.



PROPOSAL (Please see plan set sheet entitled "Phase 1 Grading Plan/Stormwater Pollution Control Plan)

There will be several phase of excavation activities on Lot N-2C Dickinson Road. The proposal for Phase 1 is to excavate approximately 259,729 cubic yards of material from 10.4 acres of land on Lot NC2 Dickinson Road. Access to the permitted area will continue to be through the grandfathered excavation site at 175 Dickinson Road.

PLANNING AND ZONING ANALYSIS

The proposed excavation activities meet all the requirements set forth in Section 6.2 of the Building-Zone Regulations.

Pertinent staff correspondence and draft motions are attached.

TOWN PLAN AND ZONING COMMISSION

SECTION 6.2 EXCAVATION
SPECIAL PERMIT

APPLICANT: GLASTONBURY
EARTH PRODUCTS LLC
C/O HUBERT E. BUTLER
CONSTRUCTION COMPANY, LLC
948 PORTLAND, CT 06480

OWNER(S): EDWARD D.
CAVANAUGH & RICHARD M.
CAVANAUGH
87 DICKINSON ROAD
SOUTH GLASTONBURY, CT
06073

FOR: ASSESSORS LOT N-2C
DICKINSON ROAD

MOVED, that the Town Plan and Zoning Commission approve the application of Glastonbury Earth Products, LLC for renewal of a Section 6.2 Excavation Special Permit – excavation and removal of earth products on a 10.4 ± acre area –Assessor’s Lot N2C Dickinson Road with access through 175 Dickinson Road– Rural Residential Zone, in accordance with the following plans:

To be quoted

And in compliance with:

1. All applicable requirements of Section 6.2 of the Glastonbury Building –Zone Regulations, including:
 - a. Hours of operation shall be restricted to weekdays (Monday through Friday) between the hours of 7:00 a.m. – 4:00 p.m. Excavation operations shall not be allowed on legal State holidays except Columbus & Veterans Day. Equipment start-up and /or idling on or adjacent to the site shall not be permitted prior to the approved hours of operation.
 - b. Setback requirements as indicated in Section 6.2 regulations and as indicated on the plan, shall be met.
 - c. Grading and lateral support, revegetation and restoration shall be in accordance with Section 6.2 regulation requirements.
 - d. Performance bonding shall be posted in accordance with Section 6.2.10 of the Building-Zone Regulations prior to recording the approved Special Permit.
 - e. Monthly reports shall be submitted in accordance with Section 6.2.11b of the Building Zone Regulations.

2. In compliance with:
 - a. Conditions as recommended by the Conservation Commission during its meeting of November 12, 2009.
3. In adherence to:
 - a. The Town Engineer's memorandum dated October 8, 2019.
 - b. The Police Chief's memorandum dated October 8, 2019.

APPROVED: TOWN PLAN & ZONING COMMISSION
 OCTOBER 15, 2019

SHARON H. PURTILL, CHAIRMAN

MEMORANDUM

To: Town Plan & Zoning Commission

From: Tom Mocko, Environmental Planner

Date: November 18, 2009

Re: **Recommendations** to the Town Plan and Zoning Commission for a Section 6.2 (excavation) Special Permit and a Section 20.11 Groundwater Protection Permit concerning the proposed **expansion of Glastonbury Earth Products, LLC's excavation operations** onto a portion of the Richard Cavanaugh, Jr. and Edward Cavanaugh residential property located at **35 Dickinson Road** – Rural Residence Zone and Groundwater Protection Zone 1 – Megson & Heagle, C.E. – Attorney David Sherwood – **Brian Bronzi** of Glastonbury Earth Products, LLC, applicant

During its Regular Meeting of November 12, 2009, the Conservation Commission recommended to the Town Plan and Zoning Commission approval of a Section 6.2 (excavation) Special Permit and a Section 20.11 Groundwater Protection Permit concerning the proposed expansion of Glastonbury Earth Products, LLC's excavation operations. The attached motion was approved by the Commission.

TM:gfm

cc: Daniel A. Pennington, Town Engineer/Manager of Physical Services
Edward P. Pietrycha, Building Official
Megson & Heagle, C.E.
Attorney David Sherwood
Brian Bronzi

**APPROVED RECOMMENDATION TO THE
TOWN PLAN & ZONING COMMISSION**

MOVED, that the Conservation Commission recommends to the Town Plan and Zoning Commission approval of a Section 6.2 (excavation) Special Permit and a Section 20.11 Groundwater Protection Permit concerning the proposed expansion of Glastonbury Earth Products, LLC's excavation operations at 35 Dickinson Road, in accordance with plans on file in the Office of Community Development, and in compliance with the following conditions:

1. Tree stumps shall not be buried at the site.
2. Underground fuel storage tanks shall be prohibited to reduce the potential of contamination to wetlands, watercourses, and groundwater resources.
3. Installation of soil erosion and sedimentation control and stabilization measures shall be the Permittee's responsibility. Once installed these measures shall then be inspected by the Environmental Planner prior to land disturbance activities. Afterwards it then shall be the Permittee's responsibility to inspect these control measures during, and immediately following, substantial storm events and maintain and/or replace the control measures, when needed, on a regular basis until the site is vegetatively stabilized. Hay bales shall be replaced every 60 days. The Environmental Planner is hereby authorized to require additional soil erosion and sediment controls and stabilization measures to address situations that arise on the site.
4. All contractors shall be informed by the Permittee that this property is within the home range of the State Endangered Timber Rattlesnake and that this is a protected species. Furthermore, this information shall be noted on final mylar plans. All sightings shall be reported to the Office of Community Development.

October 8, 2019

MEMORANDUM

To: Town Plan and Zoning Commission
Khara Dodds, Director of Planning and Land Use Services

From: Daniel A. Pennington, P.E. Town Engineer / Manager of Physical Services 

Re: Glastonbury Earth Products LLC
Renewal of Section 6.2 Excavation Special Permit

The Engineering Division has reviewed the plans for the renewal of the excavation operation on Dickinson Road prepared by Megson, Heagle and Friend, Civil Engineers and Land Surveyors LLC revised August 21, 2019 and offers the following comments:

1. This site will require registration with the Connecticut Department of Energy and Environmental Protection under the General Permit for Stormwater and Dewatering Wastewaters from Construction Activities since the disturbed area exceeds 5 acres.
2. Warning signs should be provided on Dickinson Road related to the frequent ingress/egress of trucks from the site if determined to be necessary by the Town. If installed, the applicant shall be required to maintain signs at all times.



GLASTONBURY POLICE DEPARTMENT

2108 MAIN ST./P.O. BOX 535/GLASTONBURY, CT 06033-0535/(860)633-8301/FAX (860)652-4290

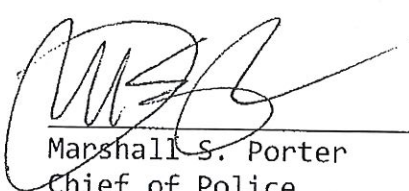
MEMORANDUM

To: Town Plan and Zoning Commission
From: Marshall S. Porter; Chief of Police
Date: October 8, 2019
Subject: N2C Dickinson Road- Excavation Permit

Members of the Police Department have reviewed the application of Glastonbury Earth Products, LLC for a renewal of a Section 6.2 Excavation Special Permit - N2C Dickinson Road via 175 Dickinson Road - (10.4+/- acres) - Rural Residence Zone & Groundwater Protection 1 Zones- Edward D Cavanaugh and Richard M Cavanaugh, Jr., owners.

The police department has no objection to this proposal provided:

1. Hours of operation/excavation are weekdays, Monday - Friday, 7:00 a.m. to 4:00 p.m.
2. Excavation operations will not occur on State Holidays (except Columbus Day and Veterans Day).
3. Startup and/or idling of equipment on/or adjacent to the site shall not be permitted prior to the approved hours of operation.



Marshall S. Porter
Chief of Police

JPH:jph



TOWN OF GLASTONBURY
FIRE MARSHAL'S OFFICE
SITE PLAN/SUBDIVISION REVIEW

PROJECT: Glastonbury Earth Products LOCATION: 175 Dickinson Road

___NEW CONSTRUCTION CHANGE OF USE _SUBDIVISION _COMMERCIAL

OCCUPANCY CLASSIFICATION: FILE # 19-030

PROPOSED FIRE PROTECTION:

ENGINEER'S PLAN: INITIAL PLAN___ REVISED PLAN_____

ENGINEER:

ADDRESS PHONE:

DATE PLANS RECEIVED: 10-10-19 DATE PLANS REVIEWED: 10-10-19

COMMENTS : **No comments**

REVIEWED BY: 
Deputy Chief Chris Siwy - Fire Marshal

PAGE 1 OF 1

cc: Applicant
File

**SECTION 12 SPECIAL PERMIT WITH DESIGN REVIEW
CONSTRUCTION OF A 7,076 SQUARE FOOT MIXED USE RETAIL/OFFICE/RESIDENTIAL BUILDING
311 HEBRON AVENUE
MEETING DATE : OCTOBER 15, 2019**

PUBLIC HEARING #2
10-15-2019 AGENDA

To:
Town Plan and Zoning
Commission

From:
Office of Community
Development Staff

Memo Date:
October 11, 2019

Zoning District:
Town Center (TC) Zone

Applicant / Owner:
Rosy Kapur

EXECUTIVE SUMMARY

- The applicant is proposing to construct a 3-story, 7,643 square foot mixed use building with retail and office on the first floor and multi-family residential on the second and third floors.
- The Plans Review Subcommittee reviewed the proposed project at their May 15, 2019 meeting. The Subcommittee advised the applicant on the design of the building and to ensure that lighting and drainage are included on future plans.
- At its meeting of June 12, 2019 the Community Beautification Committee reviewed the proposal. The Committee expressed concern that the trees on the proposed plans were too small and suggested different species that would grow larger. The Committee accepted the plan with those changes.
- At the September 11, 2019 Community Beautification Committee meeting the applicant requested changes from the approved landscaping plan. The Committee reviewed and accepted the changes.
- At the meeting of September 12, 2019, the Conservation Commission forwarded a favorable recommendation for the proposal to the Town Plan and Zoning Commission.

REVIEW

Included for Commission review are the following:

- Town of Glastonbury staff memoranda
- Site Plans
- Architectural elevations and signage details
- Minutes of the Community Beautification Committee meeting's of June 12, 2019 and September 11, 2019
- Minutes from the May 15, 2019 Plans Review Subcommittee meeting



Aerial view of 311 Hebron Avenue

SITE DESCRIPTION [Please Refer to Plan Set Sheet A-19-013-B/T/D—Property & Topographic Survey, Demo Plan]

The proposed building will be located on the lot at the northwest corner of the intersection of Hebron Avenue and House Street, adjacent to the roundabout in the Town Center Zone. The site previously had a 2 and 1/2 story residential-style building that had been converted to retail and was occupied by the Red Geranium. The building was demolished early in 2019. The site is a .39 acre lot with access off House Street through a curb cut at the northeast corner. The southern portion of the lot formerly occupied by the building is now lawn area while the parking area still exists at the northern side of the lot.

ADJACENT USES

- North—A single-family home
- East— A multi-family apartment complex
- West— A mixed-use retail and residential building
- South— A medical office building

PROPOSAL [Please refer to Plan Set Sheet A-19-013—S—Layout & Materials Plan and A101, A102 & A103]

The applicant is proposing to construct a 3-story, mixed use retail and residential building. The building will have a 2,847 square foot footprint and will have 7,641 square feet of useable floor area. The floor area ratio (FAR) for the proposed building is .44 which is below the maximum of .5 for the Town Center Zone. The first floor of the building will have three retail tenant spaces; one space will contain the applicant’s business and the other two spaces will be rented by others. The second floor will have three, 1-bedroom apartments and the third floor will have two, 2-bedroom apartments. Parking for the building will be located along the north and west sides of the lot.



View of the site for the proposed building site from the roundabout at Hebron Avenue and House Street looking northwest

PARKING, SITE CIRCULATION DUMPSTER LOCATION [Please Refer to Plan Set Sheet A-19-013-L—Layout & Materials Plan]

There will be 23 on-site parking spaces including 1 handicapped accessible space. Nine of the spaces will be dedicated for the second and third floor apartments with the remaining 14 spaces for the retail uses on the first floor. Access to the site will be through a two-way entrance at the northeast corner of the site which will lead to the parking area. There will be a concrete walkway along the entire north and west sides of the building and partially on the east and south sides of the building. The walkway will lead to the entrances of all the tenant spaces and will connect to the Town sidewalk along Hebron Avenue and House Street. There will be two dumpsters for the property that will be located at the northwest corner of the site. They will be located on a concrete slab with a 6-foot tall white vinyl fence enclosure with vinyl doors. There will also be a 6-foot tall white vinyl fence installed along the northern property line to screen the abutting property to the north.

LIGHTING [Please Refer to Plan Set Sheet A-19-013-LTG-D –Lighting Plan]

There will be a total of six, 12- foot tall, pole-mounted box lights located along the northern and western sides of the parking lot. There will also be 15 recessed soffit lights located on all elevations of the building. All lights will be dark sky compliant. The applicant has submitted a lighting plan that shows no light will escape to adjacent properties.

DRAINAGE and UTILITIES [Please Refer to Plan Set Sheet A-19-103-U—Utility Plan]

Stormwater will be handled on this site by a subsurface water treatment and infiltration system located under the parking lot at the north end of the site. The parking areas will be graded to drain runoff to one of 3 catch basins located on the north portion of the parking area. Roof-generated runoff will be piped directly to the infiltration system. In order to accommodate the subsurface drainage system and achieve the parking lot grades to drain stormwater, the applicant will add fill to the lot to raise the grade. A concrete block modular retaining wall will be installed along the northern and western property lines of the lot to allow for the fill. The wall will have varying heights not to exceed 1 1/2 feet. The site will be serviced by MDC water and Town sanitary sewer. The applicant has provided a stormwater maintenance schedule to ensure proper function of the water treatment and infiltration systems.

ARCHITECTURE AND SIGNAGE [Please Refer to Plan Set Sheets A200, A201, A202 & A203]

The architectural design of the proposed mixed use building reflects the residential scale of the surrounding area. The building will have a flat roof that will be surrounded with a faux mansard roof to shield the stair tower and roof top mechanicals. The roof will be covered with architectural shingles and have gabled dormers. There will also be balconies for each apartment, two of which will face southeast overlooking the roundabout. The balconies will have cantilevered decks with composite decking and aluminum or vinyl railings. The building will have brick veneer siding at the street level, cement board clapboard siding for the second floor and vinyl shake siding on the top floor. The street level will have aluminum storefront windows and aluminum clad or vinyl windows for the top two floors. There will also be a standing seam metal roof canopy with timber roof struts around the perimeter of the building. A 4-foot diameter clock will be placed in the southeast gable end overlooking the roundabout.

The applicant is proposing a uniform sign package for the building which includes four, 10 square foot, down-lit, wall-mounted signs on the east and south walls fronting on Hebron Avenue and House Street. The proposed signs are compliance with Section 10.3.c of the Building-Zone Regulations with regard to size height, materials and lighting. However, if "Tenant 1" uses the sign at the northeast corner of the building, this would not be in compliance with the zoning regulations because there is no entrance to the space on the east wall. Section 10.3.c of the Regulations states that the Town Plan and Zoning Commission, as part of the approval of a Section 12 Special Permit with Design Review, may require modifications to the permitted size, location, height and number related to a sign or group of signs.

LANDSCAPING (Please Refer to Plan Set Sheet entitled "Landscape Plan")

The Community Beautification Committee reviewed the plan at its June 12, 2019 meeting where they expressed concern that the proposed plants were not big enough for the scale of the building. The Committee recommended larger varieties of plants and accepted the plan with those changes. The plan was reviewed again at the meeting of September 11, 2019, where the applicant proposed minor changes to the plan. The Subcommittee reviewed and accepted the changes as proposed.

The landscaping plan focuses on plantings along the Hebron Avenue and House Street frontages of the site. Shrub species in these areas include Azaleas, Saucer Magnolias, American Boxwood, Knockout Roses and Hostas. There will also be one Paper Bark Birch Tree located at the southwestern corner of the site and two October Glory Maples located at the northwest corner of the site. The plan also calls for a 2-foot tall stone wall to match the one installed by the Town at 340 Hebron Avenue.

PLANNING AND ZONING ANALYSIS & COMPLIANCE WITH THE PLAN OF CONSERVATION

AND DEVELOPMENT

The proposed development meets all the requirements for the Town Center Zone. The project is also in accordance with the following sections of the 2018—2028 Plan of Conservation & Development:

- **Town-wide Policies:**

- **Stormwater Management**

- Promote use of innovative techniques, Low Impact Development (LID) and Best Management Practices to benefit surface water and groundwater quality and overall ecological integrity.
 - Ensure that all new developments adhere to Town policies regarding the State of Connecticut General Permit for the Discharge of Stormwater from Small Municipal Separate Storm Sewer Systems (MS4 General Permit)

- **Town Center**

- Continue to support redevelopment to enhance the character of the Town Center.
 - Work with property owners and developers to revitalize aging and underused properties.

- **Planning Area 4—Town Center**

- **Economics**

- Continue efforts to enhance the streetscapes along Main Street and Hebron Avenue through landscaping and architectural improvements. Continue to support outdoor dining proposals where appropriate.
 - Support the continued redevelopment of the Town Center in a manner that encourages congregation of its residents for community gathering spots.

Pertinent staff correspondence is attached.

TOWN PLAN AND ZONING COMMISSION

SECTION 12 SPECIAL PERMIT WITH
DESIGN REVIEW

APPLICANT/OWNER: ROSY KAPUR
101 FOOTE ROAD
SOUTH GLASTONBURY,
CT 06073

FOR: 311 HEBRON AVE

MOVED, that the Town Plan & Zoning Commission approve the application of Rosy Kapur, for a Section 12 Special Permit with Design Review – construction of a 3-story, 7,643 square foot mixed-use retail and residential building with a 23-space parking lot– 311 Hebron Avenue – Town Center Zone, in accordance with the following plans:

To Be Quoted

And

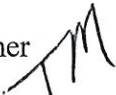
1. In compliance with:
 - a. The conditions set forth by the Conservation Commission, in their recommendation for approval to the Town Plan and Zoning at their Regular Meeting of September 12, 2019
 - b. The recommendations as contained in the minutes of the June 12, 2019 & September 11, 2019 Community Beautification Committee Meetings.
 - c. The standards contained in a report from the Fire Marshal, File 19-029, plans reviewed 10-09-19.
2. In adherence to:
 - a. The Town Engineer's memorandums dated September 6, 2019 and October 8, 2019.
 - b. The Police Chief's memorandum dated October 8, 2019.
3. There shall be no items of any kind stored or hanging on the balconies.
4. 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.

APPROVED: TOWN PLAN & ZONING COMMISSION
OCTOBER 15, 2019

SHARON H. PURTILL, CHAIRMAN

MEMORANDUM

To: Town Plan & Zoning Commission

From: Thomas Mocko, Environmental Planner 

Date: October 1, 2019

Re: **Recommendation to the Town Plan & Zoning Commission** concerning a **Section 12 Special Permit with Design Review – Mixed Use Building at 311 Hebron Avenue** – redevelopment at the corner of Hebron Avenue and House Street – Town Center Zone – Dutton Associates, LLC – **Rosy Kapur, applicant/landowner**

During its Regular Meeting of September 26, 2019, the Conservation Commission recommended to the Town Plan and Zoning Commission approval of a Section 12 Special Permit with Design Review for a Mixed Use Building at 311 Hebron Avenue; redevelopment at the corner of Hebron Avenue and House Street, within the Town Center Zone. The attached motion was approved by the Commission.

TM:gfm

cc: Daniel A. Pennington, Town Engineer/Manager of Physical Services
Peter R. Carey, Building Official
Dutton Associates, LLC

**APPROVED RECOMMENDATION TO
THE TOWN PLAN & ZONING COMMISSION**

MOVED, that the Conservation Commission recommends to the Town Plan & Zoning Commission approval of Rosy Kapur's Section 12 Special Permit with Design Review for a 3-story, mixed use building and related infrastructure at 311 Hebron Avenue, in accordance with plans on file in the Office of Community Development, and in compliance with the following conditions:

1. Adherence to the Town Engineer's memorandum dated September 20, 2019.
2. Sheet 6 of the set of plans shall be revised: by adding the "Erosion Control Narrative" and "Erosion Control Notes" found on plan sheet 11; and providing a bold note stating "Refer to sheet 11 for more information related to soil erosion and sediment control and permanent stabilization measures".
3. A contingency plan for snow removal from the site shall be prepared to satisfy the Town Plan & Zoning Commission's concerns.
4. Installation of soil erosion and sedimentation control and stabilization measures shall be the Permittee's responsibility. Once installed these measures shall then be inspected by the Environmental Planner prior to land disturbance activities. Afterwards it then shall be the Permittee's responsibility to inspect these control measures during, and immediately following, substantial storm events and maintain and/or replace the control measures, when needed, on a regular basis until the site is vegetatively stabilized. Hay bales shall be replaced every 60 days. The Environmental Planner is hereby authorized to require additional soil erosion and sediment controls and stabilization measures to address situations that arise on the site.
5. Tree stumps and blasted rock material shall not be buried at the site.
6. Metal waste containers shall be provided at the site to facilitate the collection of refuse material generated from construction activities. Such material shall not be buried or burned at the site.
7. Prior to the issuance of a Certificate of Occupancy, certification from a professional engineer shall be required confirming that the stormwater management system was constructed in conformance with the approved design.
8. Prior to the issuance of a Certificate of Occupancy, certification from a landscape architect shall be required confirming that landscape plants were installed in accordance with the approved landscape plan.

September 6, 2019

MEMORANDUM

To: Thomas Mocko, Environmental Planner
Conservation Commission

From: Daniel A. Pennington, Town Engineer / Director of Physical Services

DAP

Re: Proposed Mixed Use Building
311 Hebron Avenue

The Engineering Division has reviewed the construction plans for the proposed mixed use building to be located at 311 Hebron Avenue prepared by Dutton Associates LLC, dated August 14, 2019 and the related stormwater management report dated August 10, 2019. Comments offered as follows are considered to be substantive and issues identified are not easily incorporated into standard condition of approval format.

1. The stormwater management report indicates that the proposed drainage system will reduce peak flow rates from the project area for all storm events analyzed. The proposed underground detention system has sufficient capacity to accommodate the required water quality volume for the site.
2. Drainage computations did not include the required drainage area maps and are not consistent with pipe sizes and orifice / invert elevations shown on the drawings. Revised drainage computations are required that address the above items and provide confirmation that NOAA 14 rainfall data was used in the analysis.
3. Water quality computations should be revised to reflect the area of the entire project site.
4. Impervious coverage areas listed on the plans do not match the water quality computations. These should be reviewed and revised for consistency.
5. The drainage system in House Street to which this site will connect is depicted incorrectly on the plans as it ultimately drains to the Hebron Avenue / Route 94 drainage system. Plans should be revised to correctly depict the direction of the pipe from the existing catch basin in House Street to which this property will connect and the applicant shall provide confirmation of approval of this connection from the Department of Transportation.
6. Existing topography and proposed grading shown on the plans are not sufficient to indicate how drainage and grading of this site will affect abutting properties. Additional topography with appropriate labels on existing and proposed contours, along with proposed grades for the bottom and top of the retaining wall that runs the length of the westerly and northerly property lines are required to fully understand the proposal.

7. The plan set did not include an Erosion and Sedimentation Control Plan, with project specific narrative, areas of disturbance, locations of sedimentation control features, etc.
8. MH #6 should be labeled as the Outlet Control Structure on Sheet 4 of 14 for consistency with the details and orifice sizes and elevations should be identified on this plan.
9. Verify that minimum pipe cover is provided for all on-site storm drainage and revise accordingly.
10. The existing and proposed inverts for the catch basin in House Street near the driveway should be labeled on Sheet 4 of 14.
11. Discrepancies are noted with the invert elevations and pipe sizes for the ADS treatment chamber that discharges to the leaching galleries. The ADS detail states 10" diameter pipes, the utility plan indicates 6" diameter pipes, and the computations indicate 4" diameter. This needs to be clarified and revised in the plans and computations.
12. The top elevation of the leaching gallery system should be reviewed in relation to the parking lot elevation to ensure that the proper cover over this system is provided. The bottom elevation of the gallery system should also be labeled on Sheet 4 of 14.
13. Provide locations, details, and top of frame elevations for all leaching gallery and ADS treatment structure inspection ports.
14. Provide a detail for MH #5 and label the existing Outlet Control Manhole Detail as MH#6.
15. Provide elevations for bottom of stone, bottom of gallery, top of gallery, and top of stone for the underground detention system detail. The stone envelope should be protected with filter fabric.
16. Additional details for the modular block retaining wall, Type C-L catch basin, and concrete leaching gallery should be added to the plans.
17. The storm sewer maintenance plan on Sheet 10 of 14 does not reflect the drainage system proposed for this site. It should be revised for the proposed system and moved to Sheet 4 of 14.
18. Provide a table depicting pre and post development impervious cover for MS4 permit tracking.
19. A waiver of claim must be signed by the property owner prior to constructing the proposed connection to the Town drainage system.
20. Proposed trees should not be installed within 10 feet of a town sidewalk in order to avoid future root intrusion. Review proposed tree locations and revise as required.

October 8, 2019

MEMORANDUM

To: Town Plan and Zoning Commission
Khara Dodds, Director of Planning and Land Use Services

From: Daniel A. Pennington, P.E. Town Engineer / Manager of Physical Services



Re: 311 Hebron Avenue Mixed-Use Building
Section 12 Special Permit with Design Review

The Engineering Division has reviewed the plans for the proposed 3-story mixed-use building located at 311 Hebron Avenue prepared by Dutton Associates LLC, last revised October 4, 2019 and offers the following comments:

1. The drainage system in House Street to which this site will connect ultimately drains to the Hebron Avenue / Route 94 drainage system. The applicant shall provide confirmation of approval of this connection from the Department of Transportation.
2. The proposed water service connection to House Street will require closing House Street to southbound traffic and providing a signed detour utilizing Salmon Brook Drive and New London Turnpike. A detour signing plan should be included in the plan set for this operation.
3. Additional grading information for the abutting properties should be included on this plan to clarify the effect of the wall on existing drainage patterns and abutting property.
4. The bottom elevation of the underground detention system is labeled incorrectly on Sheet 4 of 17. Details for the underground detention system should be revised to include filter fabric around the stone envelope.
5. The proposed stone wall at the southeast corner of the property shown on the Landscape Plan should be adjusted as required to ensure that it does not encroach into the Defined Easement for Highway Purposes. This wall should also be shown on Sheets 3 and 4 of 17 with appropriate layout information.
6. Proposed trees to be located within 10 feet of a town sidewalk should incorporate a tree root barrier. The proposed limits of the tree root barrier should be indicated on the plans and an appropriate detail provided.
7. Any proposed business signs should be shown on the plans with appropriate details, including lighting, etc.
8. Revise southerly building dimension that is labeled as 49.66' and scales to 38'.
9. A waiver of claim must be signed by the property owner prior to constructing the proposed connection to the Town drainage system.
10. Applicant shall submit PDF copies of final approved plans and drainage computations to the Engineering Division for our records.

October 8, 2019

11. Driveway radius curb returns shall be granite and not concrete as indicated on the plans.



GLASTONBURY POLICE DEPARTMENT

2108 MAIN ST./P.O. BOX 535/GLASTONBURY, CT 06033-0535/(860)633-8301/FAX (860)652-4290

MEMORANDUM

To: Town Plan and Zoning Commission

From: Marshall S. Porter; Chief of Police

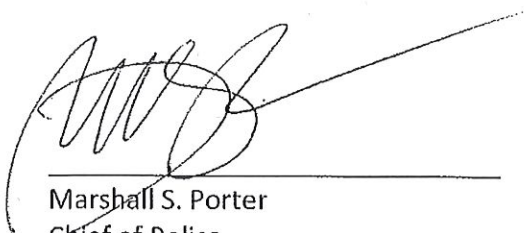
Date: October 8, 2019

Subject: 311 Hebron Ave- Sect 12 Special Permit w/ design review

Members of the Police Department have reviewed the application of Rosy Kapur for a Section 12 Special Permit with Design Review-construction of a 3-story building with retail on 1st floor & residential on 2nd and 3rd floors- 311 Hebron Ave- Town Center Zone.

The police department has no objection to this proposal provided that:

1. Contact name and phone number for issues that arise onsite during construction (24/7)



Marshall S. Porter
Chief of Police

JPH:jph



TOWN OF GLASTONBURY
FIRE MARSHAL'S OFFICE
SITE PLAN/SUBDIVISION REVIEW

PROJECT: Rosy Kapur's 3 story retail / apartment **LOCATION:** 311 Hebron Ave

DEVELOPER: Rosy Kapur

xx **NEW CONSTRUCTION** ___ **CHANGE OF USE** ___ **SUBDIVISION** ___ **COMMERCIAL**

OCCUPANCY CLASSIFICATION: Group M/B/R **F.M.O. FILE #** 19-029

PROPOSED FIRE PROTECTION: via full Automatic Fire Sprinklers & the GFD

ENGINEER'S PLAN # A-19-013-I **INITIAL PLAN** **REVISED PLAN** _10-04-19_

ENGINEER: Joh R. Martucci – Dutton Associates

ADDRESS AND PHONE: 67 Eastern Blvd Glastonbury CT 06033 860-633-9401

DATE PLANS RECEIVED: 10-9-19

DATE PLANS REVIEWED: 10-10-19

COMMENTS:

Address numerals will need to be posted in accordance with the CT fire Safety Code.

The building will require to be provided with a rapid entry vault.

The building will need to be provided with an exterior mounted flashing light that activates with the fire alarm system.

The Fire Department Connection shall be provided on the south or east side of the building and shall be equipped with a permanent sign " F.D.C"

REVIEWED BY: _____

Christopher N. Siwy

PAGE ___ **OF** ___

cc: App/File

TOWN PLAN AND ZONING COMMISSION
PLANS/REGULATIONS REVIEW SUBCOMMITTEE
Portion of MINUTES OF MAY 15, 2019 SPECIAL MEETING

The meeting commenced at 8:00 AM in Meeting Room A. 2rd Floor Town Hall

Present: Subcommittee Members, Michael Botelho and Robert Zanolungo,
Khara C. Dodds, AICP, Director of Planning and Land Use Services, Jonathan E.
Mullen, AICP, Planner

**311 HEBRON AVENUE – proposal for construction of a building for Liquid Nirvana –
Town Center Zone – Rosy Kapura, Hans Hansen, Hans Hansen Architectural Design, Jim
Dutton, Dutton Associates applicants**

Khara Dodds introduced the proposal to construct a three-story mixed-use retail/residential building at 311 Hebron Avenue. Hans Hansen, the architect for the proposal, stated that the top two floors would be apartments with three retail tenant spaces on the first floor. He said there would be 23 parking spaces, which would meet the minimum parking requirement for the uses proposed at the site. Commissioners Botelho and Zanolungo asked how many units would be in the project. Mr. Hansen stated that there would be eight units. There was a general discussion between the Subcommittee and Mr. Hansen regarding building orientation, materials, and signage. Ms. Dodds stated that next generation plans should show lighting and drainage. She also advised Mr. Hansen to contact the Engineering Department with regard to the driveway location.

Town of Glastonbury
Community Beautification Committee
Portion of Regular Meeting Minutes of Wednesday, September 11, 2019

1. Roll Call

Present: Robert Shipman, Chairman
Della Winans, Vice Chairman
Jarrod Sansoucy, Secretary
Linda DeGroff
Debra DeVries-Dalton
Kate Morgan
Leslie Ohta

4. OTHER BUSINESS

331 Hebron Avenue

Hans Hansen presented the changes to the plan that the Committee requested at the original presentation in June, including larger trees and shrubs, with narrower trees along both street sides. All the changes were made and the Committee all agreed. No motion was made; but the plan was accepted.

Town of Glastonbury
Community Beautification Committee
Portion of Regular Meeting Minutes of Wednesday, June 12, 2019

1. Roll Call

Present: Robert Shipman, Chairman
Della Winans, Vice Chairman
Jarrod Sansoucy, Secretary

Linda DeGross
Debra DeVries-Dalton

Excused: Kate Morgan and Leslie Ohta

5. 311 HEBRON AVENUE – construction of a 3-story mixed-use retail/residential building with associated site improvements including parking area and walkways – Architect Hans Hansen, applicant

Hans Hansen presented the plan to the Committee. Everyone had concerns about the tree sizes that were called out on the plant legend: They were too small. Five-gallon pine trees may not be any taller than 30 inches for a 3-story building.

The Committee made the following suggested changes:

- In the southwest corner of the building, change out the three blue spruce to one multi-stem birch, 10 to 12 feet tall to start with three holly or boxwood 36-42 inches to start;
- On the grass strip along House Street, replace two of the called out small magnolias for two columnar Hornbeam trees, 2-inch caliper, to start to bring some scale to the building;
- In the small island on the Hebron Avenue side, replace the magnolia with a maple 'armstrong', 2-inch caliper; and
- The remaining magnolias remaining on the plan should be 5 to 6 feet tall to start and not 3-gallon as was called out on the plan.

Debra made motion to accept the plan with the suggested changes, Della seconded; all in favor 5-0.

**GLASTONBURY TOWN PLAN AND ZONING COMMISSION
REGULAR MEETING MINUTES OF TUESDAY, SEPTEMBER 17, 2019**

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

Ms. Sharon Purtill, Chairman
Mr. Keith S. Shaw, Vice Chairman
Mr. Michael Botelho, Secretary
Mr. Christopher Griffin
Mr. Raymond Hassett
Mr. Robert Zanolungo, Jr.

Commission Members Absent

Mr. Scott Miller, Alternate
Mr. Matthew Saunig, Alternate
Ms. Alice Sexton, Alternate

Chairman Purtill called the meeting to order at 7:02 P.M.

PUBLIC HEARINGS

- 1. Application of Rosy Kapur for a Section 12 Special Permit with Design Review – construction of a 3-story building with retail on 1st floor & residential on 2nd & 3rd floors – 311 Hebron Avenue – Town Center Zone POSTPONED**
- 2. Recommendation to the Town Council (Zoning Authority) regarding the application of the Town of Glastonbury for a Change of Zone from Planned Employment Zone to Reserved Land for the following lots off Addison Rd: Lot E0017E, Eversource Energy, Owner; Lot E0017G, Eversource Energy, Owner; and Lot E0024, Town of Glastonbury, Owner; and a Change of Zone from Planned Employment & Rural Residence Zones to Reserved Land for Lot E0017A, Eversource Energy, Owner**

Ms. Dodds presented the Town's application, explaining that the proposed changes are technical in nature. Mr. Mullen displayed where the lots in question are on a map and discussed the history behind them, explaining that three of the lots are owned by Eversource and contain power lines. Mr. Mullen stated that the 4th lot owned by the Town was undeveloped and surrounded by other Town-owned land. Mr. Mullen noted that the lots fit the criteria for reserved land and could not be developed for any of the uses permitted in the Rural Residence and Planned Employment Zones.

Mr. Shaw asked what difference does the change of zone make if these are landlocked parcels. Ms. Dodds explained that the parcels fit the criteria for Reserved Land zoning and would be consistent with the zoning that surrounds these parcels. She assured that the parcels are not prime development parcels.

Chairman Purtill opened the public hearing. With no comments, she closed the hearing.

Motion by: Secretary Botelho

Seconded by: Vice Chairman Shaw

MOVED, that the Town Plan and Zoning Commission recommends to the Town Council approval of the application of the Town of Glastonbury for a Change of Zone from Planned Employment Zone to Reserved Land for the following lots off Addison Road: Lot E0017E, Eversource Energy, Owner; Lot E0017G, Eversource Energy, Owner; and Lot E0024, Town of Glastonbury, Owner; and a Change of Zone from Planned Employment & Rural Residence Zones to Reserved Land for Lot E0017A, Eversource Energy, Owner

This recommendation is based on a finding of fact that:

1. The proposed zone change is in conformance with the Town of Glastonbury 2018-2028 Plan of Conservation and Development in that:
 - a. The 2018-2028 Plan of Conservation and Development Future Land Use Map designates the Town owned Property at lot E0024 Addison Road as Open Space.
 - b. The Future Land Use Map designates the E0017A, E0017E, and E0017G Addison Road as Suburban Land 2-3 dwelling units/acre. Although not specifically addressed in the POCD, services provided by utility companies such as Eversource are vital resources that play an integral role in the Town's infrastructure system. This system helps to ensure the vitality of existing developments. The designation of these parcels is consistent with the purpose and goals of the Reserved Land Zone.
2. All the subject parcels meet the criteria for Reserved Land Zone and would not be able to be developed for any uses permitted in either the Planned Employment or Rural Residential Zones.

Result: Motion passed unanimously (6-0-0).

REGULAR MEETING

1. **Informal session for the purpose of hearing from citizens on Regular Meeting agenda or non-agenda items** *None*
2. **Acceptance of Minutes of the August 20, 2019 Regular Meeting**

Motion by: Secretary Botelho

Seconded: Commissioner Hassett

Commissioners Griffin, Shaw, and Purtill abstained, since they were not present at the meeting. Due to a lack of quorum, acceptance of the minutes was tabled until the next meeting.

Result: Minutes tabled to October meeting (3-3-0).

3. Application of H374, LLC for a Section 12.9 Minor Change to incorporate compact parking spaces – 400 Hebron Avenue – Town Center Zone

Mr. Jim Fuda with Alfred Benesch & Co. presented his client's proposal to incorporate compact parking spaces on 400 Hebron Avenue. He noted that they plan to provide a net increase of 7 parking spaces, for a total of 122 requested spaces, which will allow for a maximum of 266 seats for the restaurant. The parking spaces will be labeled as compact and the lines painted a different color to differentiate them from standard parking spaces. Mr. Fuda explained that the location in question is a mix of retail, restaurant, and office.

Chairman Purtill asked how many restaurant seats the applicant can get right now with the restaurant as approved. Mr. Fuda said 245, since one parking space equals 3 restaurant seats. Mr. Evan Schwartz of Schwartz Realty Corporation explained that the restaurant seating is based on the parking, and since no restaurant has signed up thus far, they cannot submit a design for the number of seats, or location, of the seating plan. Chairman Purtill countered that the Commission has received such information from applicants before. Ms. Beth Kratzert of Schwartz Realty explained that the restaurants are looking for more seats than what they can currently provide, and they cannot attract them without knowing what their bottom line is for approval.

Commissioner Hassett questioned whether this application is a minor change, noting that the area is very dense and popular, and reducing the size of the parking space from 9 feet to 8 feet to accommodate more spots seems like an expansion of the property use. Secretary Botelho agreed. Mr. Schwartz stated that Glastonbury is a forward-thinking town and he does not feel that 7 compact parking spaces is asking for a lot. He noted that the compact parking spaces will be 30% of the total number of spaces. Vice Chairman Shaw noted that regular parking is defined as 9 feet in their regulations, but inquired as to the definition of "compact spaces." Mr. Mullen explained that there is no such definition in the zoning regulations, but the standard is 8 feet. Mr. Mullen cited a few examples of other projects with compact parking spaces located in town.

Mr. Schwartz asked the Commission to consider this particular project on a case-by-case basis, explaining that this is a big development for the town and serves as a gateway to Glastonbury. He explained that if the Commission does not approve it, the business will be compromised. Secretary Botelho noted that a lot of walk-in traffic is a good thing and very much what they would like to have in the center of town. Mr. Fuda explained that, during the day, parking will be used predominantly by the offices and retail businesses; at night, most of those spaces will be used by the two restaurants.

Vice Chairman Shaw stated that he does not believe that the request is a significant change and if it will help advance the project, he will do all he can to support it. Commissioner Zanolungo agreed. Commissioner Hassett felt that the application is premature, and he would like to see a more cohesive plan submitted with evidence to show the economic reasons why there should be more parking spaces. He explained that the town has a lot of issues with parking, and the public should have been able to hear this request. Chairman Purtill agreed with Commissioner Hassett.

Motion by: Secretary Botelho

Seconded by: Commissioner Zanolungo

MOVED, that the Town Plan & Zoning Commission approve the application of H374, LLC for a Section 12.9 Minor Change to incorporate compact parking spaces – 400 Hebron Avenue – Town Center Zone– 400 Hebron Avenue – Town Center Zone, in accordance with the following plans:

“LAYOUT PLAN SITE DEVELOPMENT GLASTONBURY COMMONS 400 HEBRON AVENUE PREPARED FOR: SCHWARTZ REALTY GLASTONBURY, CONNECTICUT PREPARED BY: ALFRED BENESCH & COMPANY 120 HEBRON AVENUE GLASTONBURY, CONNECTICUT 06033 860-633-8341 PROJECT: NO.: 70447.00 SCALE: AS SHOWN DATE: MAY 24, 2018 DRAWN BY: JHL CHECKED BY: WW REVISION: 10/16/18 RESPONSE TO COMMENTS 11/19/18 SPECIAL PERMIT SUBMISSION 12/07/18 REVISIONS 01/18/19 RESPONSE TO COMMENTS 02/20/19 MYLARS 05/15/19 DOOR LAYOUT 08/16/19 PARKING LOT MODIFICATIONS DRAWING NO.: C-2.0”

“SITE LANDSCAPE PLAN GLASTONBURY COMMONS 400 HEBRON AVENUE GLASTONBURY, CONNECTICUT PREPARED FOR H374, LLC JOHN ALEXOPOULOS, LANDSCAPE ARCHITECT CT LIC. NO. 550 SCALE: 1” = 20’ PATIOS, SWALE 03-02-2018 DATE: 5-17-2018 REV: 11-20-2018 REV: 1-17—2019 REV: 8-16-2019 L1”

“MATERIALS PLAN SITE DEVELOPMENT GLASTONBURY COMMONS 400 HEBRON AVENUE 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 SCALE: AS SHOWN DATE: MAY 24, 2018 DRAWN BY: JHL CHECKED BY: WW REVISION: 10/16/18 RESPONSE TO COMMENTS 11/19/18 SPECIAL PERMIT SUBMISSION 12/07/18 REVISIONS 01/18/19 RESPONSE TO COMMENTS 02/20/19 MYLARS 05/15/19 DOOR LAYOUT 08/16/19 PARKING LOT MODIFICATIONS DRAWING NO.: C-2.1”

“GRADING & DRAINAGE PLAN SITE DEVELOPMENT GLASTONBURY COMMONS 400 HEBRON AVENUE 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 SCALE: AS SHOWN DATE: MAY 24, 2018 DRAWN BY: JHL CHECKED BY: WW REVISION: 10/16/18 RESPONSE TO COMMENTS 11/19/18 SPECIAL PERMIT SUBMISSION 12/07/18 REVISIONS 01/18/19 RESPONSE TO COMMENTS 02/20/19 MYLARS 05/15/19 DOOR LAYOUT 08/16/19 PARKING LOT MODIFICATIONS DRAWING NO.: C-3.0”

And

1. In compliance with the standards contained in a report from the Fire Marshal, File 19-027, plans reviewed 08-27-19.
2. In adherence to:
 - a. The Town Engineer’s memorandum dated September 4, 2019.
 - b. The Assistant Town Engineer’s memorandum dated September 12, 2019.

- c. The Police Chief's memorandum dated August 28, 2019.
3. The applicant shall revise the zoning table on plan sheet set C-2.0 to update the numbers of proposed square footage of office space and retail space as well as the proposed number of restaurant seats.
 4. 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 does not pass (3-3-0). Commissioners Hassett, Purtill, and Botelho voted against the application. Commissioners Shaw, Zanolungo, and Griffin voted for it.

4. Application of CPCI, LLC for a Section 12.9 Minor Change to allow for exterior renovations, a new wall-mounted sign and landscape modifications – 592 Hebron Avenue – Planned Commerce Zone – Tim Blakeman, Clark Construction

Mr. Mark Smith of CMG Environmental, Inc. presented the application on behalf of his client. Mr. Mullen noted that the Commission has before them the updated version of the landscaping plan, as recommended by the Beautification Commission. Chairman Purtill asked if the underground storage tanks will be removed. Mr. Smith said yes, they will be replacing them, but no site changes. Chairman Purtill asked what condition the sign is in. Mr. Smith explained that they will have 3 feet of flowering plants around it, so the brick base will only be partially visible. He also noted that the dumpster enclosure is on the south side of the property. Mr. Mullen asked if there is a maintenance plan because there will be perennials. Mr. Smith stated that the applicant will hire landscape contractors to maintain that.

Motion by: Secretary Botelho

Seconded by: Commissioner Hassett

MOVED, that the Town Plan and Zoning Commission approve the application of CPCI, LLC for a Section 12.9 Minor Change to allow for exterior renovations, a new wall-mounted sign and landscape modifications at the existing Citgo Gas Station– 592 Hebron Avenue –Planned Commerce Zone, in accordance with the following plan:

“SITE PLAN UNDERGROUND STORAGE TANK REPLACEMENT 592 HEBRON AVENUE GLASTONBURY, CT 06033 PREPARED FOR CONSUMERS PETROLEUM 497 BIC DRIVE MILFORD, CT 06461 CMG ENVIRONMENTAL SERVICES ENGINEERING SERVICES 67 HALL ROAD STURBRIDGE, MA 01560 PHONE: 774-241-0901 FAX: 774-241-0906 ISSUE DATE: 09/05/2019 DRAWN BY: SH CHECKED BY: MS SCALE: 1”= 10’ PROJECT NO.: 2018-260 REVISIONS 09/17/2019 PLANTINGS BY: SH CK’D: MS SHEET NO.: C-1.0”

And

1. In compliance with:

- a. The standards contained in a report from the Fire Marshal, File 19-028, plans reviewed 09-11-19.
2. This is a Section 12.9 Minor Change. 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 passed unanimously (6-0-0).

5. Section 8-24 Connecticut General Statutes Referral from the Town Council regarding the acquisition of a 72± parcel off Dickinson Road

Ms. Dodds presented the application for Town acquisition of parcels off Dickinson Road for open space preservation.

Motion by: Secretary Botelho

Seconded by: Vice Chairman Shaw

RESOLVED, that the Plan and Zoning Commission of the Town of Glastonbury forwards a favorable recommendation to the Town Council for land acquisition to permanently preserve lots S-3, S-3A, and S-3B Dickinson Road. This action is pursuant to Section 8-24 of the General Statutes of Connecticut as the purchase of development rights for this parcel is consistent with the policies of the Town of Glastonbury Plan of Conservation and Development.

Result: Motion passed unanimously (6-0-0).

6. Section 8-24 Connecticut General Statutes Referral from the Town Council regarding sidewalk construction along portions of Neipsic & Addison Roads and Bell Street

Ms. Dodds presented the application. The town is looking to install new sidewalks to help complete the town sidewalk network.

Motion by: Secretary Botelho

Seconded by: Commissioner Hassett

RESOLVED, that the Plan and Zoning Commission of the Town of Glastonbury approve the following project pursuant to Section 8-24 of the General Statutes of Connecticut:

1. Installation of approximately 300 linear feet of 4-foot-wide concrete sidewalk along the west side of Addison Road starting at #561 Addison Road northeast to the East Hartford Town Line; approximately 180 feet along the west side of Bell Street from #161 to Belle Woods Drive; and approximately 130 feet along the south side of Neipsic Road from #7 Crosby Road to Bridle Path Lane.
2. This sidewalk construction project is in keeping with the Plan of Conservation and Development's Town-wide Transportation goal #6 which calls for implementation of the

comprehensive sidewalk construction program to eliminate existing gaps in the sidewalk network.

Result: Motion passed unanimously (6-0-0).

7. CONSENT CALENDAR

- a. Scheduling of Public Hearings for Regular Meeting of October 1, 2019: **to be determined**

8. Chairman's Report *None*

9. Report from Community Development Staff *None*

There being no further business to discuss, Chairman Purtill adjourned the meeting at 8:53 P.M.

Respectfully Submitted,

Lilly Torosyan
Lilly Torosyan
Recording Clerk

SECTION 12.9 MINOR CHANGE
ADD BONUS ROOM TO BACK OF GARAGE REDUCING IT FROM HOLDING 2 TO 1 CAR
25 NAUBUC AVENUE
MEETING DATE : OCTOBER 15, 2019

REGULAR MEETING ITEM #3
10-15-2019 AGENDA

EXECUTIVE SUMMARY

To:
Town Plan and Zoning
Commission

From:
Office of Community
Development Staff

Memo Date:
October 11, 2019

Zoning District:
Town Center (TC) Zone

Applicant:
Hans Hansen Architec-
tural Design

Owner:
Tommy Li

- On October 11, 2018, the TPZ approved the construction of a 10-unit condominium development at 25—27 Naubuc Avenue.
- The applicant is seeking a Minor Change to the floor plan for Unit 3 at 25 Naubuc Avenue.
- The Town Plan and Zoning Commission approved a similar Minor Change for Unit 5 in Building 27 in May of 2019.
- The Plans Review Subcommittee reviewed the project at their meeting of September 11, 2019, where they recommended that the application be reviewed by the full Commission.

REVIEW

Included for Commission review are the following:

- Town of Glastonbury staff memoranda
- Floor Plans and Elevation Drawings
- Minutes from the September 11, 2019 meeting of the Plans Review Subcommittee





Aerial View of 25—27 Naubuc Avenue

ADJACENT USES

The site has office and retail uses to the north, east and west, and undeveloped land associated with senior housing to the south.

SITE DESCRIPTION

The subject site is a .66 acre parcel located on the east side of Naubuc Avenue in the Town Center Zone. Construction of the two 5-unit buildings is nearing completion.

PROPOSAL

The Minor Change is to add a bonus room to the garage level of Unit 3 thereby reducing the number of garage parking spaces from 2 to 1. The proposal is similar to the change approved for Building 27 in May of 2019.

ZONING ANALYSIS

The maximum Floor Area Ratio for the Town Center Zone is .5. The proposed Minor Change would increase the Floor Area Ratio (FAR) from .42 % to .43%. The tandem garage parking spaces were not counted as part of the minimum parking requirement for this project at the time it was approved, so the loss of the space for the bonus room will not affect the overall parking count. As proposed, the project still meets all the requirements of the Town Center Zone with the exception of lot size for which it is legal non-conforming.

Pertinent staff correspondence and draft motions are attached.

TOWN PLAN AND ZONING COMMISSION

SECTION 12.9 MINOR CHANGE

APPLICANT/ OWNER: LI AND TRAN
PROPERTY, LLC
P.O. BOX 330012
WEST HARTFORD, CT
06103

FOR: 25 NAUBUC AVENUE

MOVED, that the Town Plan & Zoning Commission approve the application of Li and Tran Property, LLC for a Section 12.9 Minor Change – to add a bonus room to the back of the garage for Unit 3 reducing it from holding 2 cars to one– 25 Naubuc Avenue – Town Center Zone, in accordance with the following plans:

To Be Quoted

And

1. This is a Section 12.9 Minor Change to a 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.

APPROVED: TOWN PLAN & ZONING COMMISSION
OCTOBER 11, 2019

SHARON H. PURTILL, CHAIRMAN



GLASTONBURY POLICE DEPARTMENT

2108 MAIN ST./P.O. BOX 535/GLASTONBURY, CT 06033-0535/(860)633-8301/FAX (860)652-4290

MEMORANDUM

To: Town Plan and Zoning Commission

From: Marshall S. Porter; Chief of Police

Date: October 8, 2019

Subject: 25 Naubuc Ave Ave- Minor change- home office replacing 2nd tandem parking space

Members of the Police Department have reviewed the application of Hans Hansen Architectural Design for a Section 12.9 Minor Change- home office replacing 2nd tandem parking space in garage- 25 Naubuc Ave- Town Center Zone- Tommy Li, applicant.

The police department has no objection to this proposal.



Marshall S. Porter
Chief of Police

JPH:jph

October 8, 2019

MEMORANDUM

To: Town Plan and Zoning Commission
Khara Dodds, Director of Planning and Land Use Services

From: Daniel A. Pennington, P.E. Town Engineer / Manager of Physical Services



Re: 25-27 Naubuc Avenue
Section 12.9 Minor Change

The Engineering Division has reviewed the plans for the minor change to 25-27 Naubuc Avenue and has no comments.



TOWN OF GLASTONBURY

FIRE MARSHAL'S OFFICE

SITE PLAN/SUBDIVISION REVIEW

PROJECT: Tommy Li Apartment Office **LOCATION:** 25 Naubuc Ave

DEVELOPER:

NEW CONSTRUCTION CHANGE OF USE SUBDIVISION COMMERCIAL

OCCUPANCY CLASSIFICATION: **F.M.O. FILE # 19-031**

PROPOSED FIRE PROTECTION:

ENGINEER'S PLAN # **INITIAL PLAN** **REVISED PLAN** 8-12-19

ENGINEER:

ADDRESS AND PHONE:

DATE PLANS RECEIVED: 10-10-19

DATE PLANS REVIEWED: 10-10-19

COMMENTS: No Comments

REVIEWED BY:

Christopher N. Siwy

PAGE **OF**

cc: App/File