

**THE GLASTONBURY TOWN PLAN AND ZONING COMMISSION
REGULAR MEETING MINUTES OF TUESDAY, MAY 5, 2020**

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 via Zoom video conferencing.

ROLL CALL

Commission Members Present

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

Commission Members Absent

Alternate Vacancy

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

PUBLIC HEARING

1. Application of The Rockfall Company LLC for a Section 6.11 Accessory Apartment Special Permit – 636 Chestnut Hill Road – Residence AA Zone – Todd & Lisa Schuck, owners

Mr. Henry Racki of the Rockfall Company, LLC, represented the Schucks in their application for the special permit. He explained the layout and the materials to be used, noting that they will keep the present shingles and the siding and windows will match the present ones.

Vice Chairman Purtill stated that they reviewed this at the subcommittee meeting and did not see any issues. She asked what color the existing house is now. Mr. Racki replied, it is an off-white. They are going to match the existing siding as much as they can.

Commissioner Hassett asked why the square footage on the map reads 1,000 square feet. Mr. Racki explained that the addition is 720 square feet. Mr. Mullen added that they did see that it said 1,000 square feet, but the deck is included in that.

With no comments from the public, Zanolungo closed the public hearing.

Motion by: Secretary Botelho

Seconded by: Commissioner Shaw

MOVED, that the Town Plan and Zoning Commission approve the application of The Rockfall Company LLC for a Section 6.11 Accessory Apartment Special Permit – 636 Chestnut Hill Road – Residence AA Zone – Todd & Lisa Schuck, owners, in accordance with the following plan:

“ZONING LOCATION SURVEY LAND OF TODD C. SCHUCK AND LISA A. SCHUCK, 636 CHESTNUT HILL ROAD, HARTFORD COUNTY, GLASTONBURY, CT 06033, PREPARED BY ROBERT J. WADOWSKI, LAND SURVEYOR, 57 MAY STREET, BRISTOL, CONNECTICUT, 860-302-2696, SCALE 1”= 20’ DATE 02/29/2020, FIELD RJW & EG, COMPS RJW DISK 3 JOB 17”

And

1. Compliance with standards contained in a report from the Fire Marshal, File #20-010, plans reviewed 04-24-2020.
2. Adherence to:
 - a. The Town Engineer’s memorandum dated April 27, 2020.
 - b. The Health Department Director’s memorandum dated April 28, 2020.
 - c. The Police Chief’s memorandum dated April 24, 2020.
3. This is a Section 6.11 Special Permit for an Accessory Apartment. 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}.

REGULAR MEETING

1. Application of Graphik Identities for a Section 12.9 Minor Change – addition of uniform building signs for 5 major tenants – 131 New London Turnpike – Town Center Zone – Schwartz Realty, LLC, owner

Ms. Karin Knobel, Manager of Graphik Identities, represented the client, Schwartz Realty, LLC, who is applying for an addition of uniform building signs for five of their tenants. Ms. Knobel explained that they are proposing halo-lit, rather than face-lit, letters on the building.

Chairman Zanolungo explained that this came before the subcommittee, and while they thought that it made sense, it is in a prominent corner of Town, so they wanted to ensure that all commissioners would have the opportunity to review the application. Vice Chairman Purtill stated that the current signage is very small, so she understands why the applicant wants additional signage. She also stated that the signage will enhance the rentability of the building.

Commissioner Shaw stated that, in the past, they have had concerns about new illuminated signs. He inquired whether the signs will be on all night. He added that because this is an office space, he does not see why the lights would need to be on well into the night, anyway. Ms. Knobel replied, she believes that her client would want to turn them off at night, and the Commission can put that stipulation in the motion. Secretary Botelho expressed his concern about providing hours when signs can be lit, asking whether the Commission is overextending themselves on that. Ms. Dodds noted that the Commission has never really imposed that condition before on other applications, but they do have flexibility with setting the hours of operation, as per section 12 of their regulations.

Commissioner Miller inquired as to whether the lettering will look white with a black shadow. Ms. Knobel explained that all the lettering will be white with a white halo.

Motion by: Secretary Botelho

Seconded by: Commissioner Hassett

MOVED, that the Town Plan & Zoning Commission approve the application of Graphik Identities for a Section 12.9 Minor Change Review - addition of uniform building signs for 5 major tenants – 131 New London Turnpike – Town Center Zone – Schwartz Realty, LLC, owner, in accordance plans on file with the Office of Community Development, and

1. The logo and tag line shall be subordinate to the channel letters on the sign when a proposed sign has any combination of channel letters with a logo, channel letters with a tag line, or channel letters with a logo and a tag line.
2. Logos shall not exceed the maximum permitted height established for the channel letters.
3. No sign shall be illuminated after 11:00 P.M.
4. 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}.

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

Motion by: Vice Chairman Purtill

Seconded by: Commissioner Hassett

MOVED, that the Glastonbury Town Plan and Zoning Commission hereby move forward Regular Meeting Item 3: Informal session for the purpose of hearing from citizens on Regular Meeting agenda or non-agenda items, so that Mr. Jeffrey Stein can speak.

Result: Motion passed unanimously {6-0-0}.

Mr. Jeffrey Stein of 142 Olde Stage Road explained that, as the President of Bike Walk Glastonbury, he would like to advocate for more bicycle racks in the central district of town, especially on the eastern side of Fox Run Mall. He encouraged the Commission to either require or strongly recommend bicycle racks for groups of businesses in the central part of town. He also noted that they have a bike-friendly facility program and are looking for businesses to collaborate.

3. Application of Brixmor Residual Shoppes at Fox Run, LLC for a Section 12.9 Minor Change – façade and site enhancements – 55 Welles Street – Town Center Zone

Attorney Meghan Hope of Alter & Pearson, LLC, spoke on behalf of the applicant, who is proposing a comprehensive plan to enhance the façade of 55 Welles Street and the landscaping around it. She noted that they have attended two meetings of the Beautification Committee, who approved their landscape plan.

Mr. John Ireland, architect at BL Companies, presented the design approach, moving from the west to east sides of the building. He explained that the idea was to create a Glastonbury village by unifying the two distinct parts of the plaza with one design approach. He discussed the proposed materials and color palettes, noting that the current base of the material palette is a concrete block. They will use a white-wash material, compatible with a brick. The roofing will be synthetic, most of the signage will remain, the siding will be painted, and they will take down the green awnings. They are proposing a new vestibule addition along the office/retail area.

Mr. Wayne Violette, landscape architect at BL Companies, reviewed the landscaping plan, which they intend to complement the architectural elements. He noted that there are two main areas where they recommend landscape improvements: one is in the center of the plaza, and the other is on the eastern side of the plaza, as it is adjacent to New London Turnpike. They propose a smaller plaza than the central area, adjacent to the stair tower. They will remove the large zelkova trees that are currently there, which impede visibility of the signs, and replace them with a more columnar variety.

Attorney Hope explained that in the engineering memo, under condition #1, the Engineering department asked that the existing driveway, which is a former drive-thru, become a two-way traffic lane. Her client is agreeable to this condition.

Chairman Zanolungo explained that when this application first came to the subcommittee, they were a little cautious about what was being proposed, but they appreciate that the client and his team went back to the drawing board to present the Commission with this wonderful presentation tonight.

Commissioner Hassett asked if there is any intention to increase the area outside or redesign the pathways/walkways outside the actual building or stores. Mr. Ireland stated that there are some changes to reduce some of the asphalt. Mr. Violette added that, for the most part, the circulation as it exists today, with the sidewalks, will remain. To the left of the stair tower, there will be an additional walking area. Some landscaping in that area will be removed to have a more expansive sidewalk. Commissioner Hassett inquired whether that will alter the parking at all. Attorney Hope replied no, it will not.

Commissioner Hassett then asked for the public comment regarding bicycles to be addressed. Mr. Reuben Twersky, the project developer, explained that they are pro bikes, so if they can find a place for them, then this would be a great idea. Attorney Hope added that perhaps Mr. Violette can work to find a location that would be suitable for the bicycle rack. Mr. Violette agreed. Secretary Botelho stated that he is impressed with what was presented tonight, and he thinks that it will make a difference to a central point of downtown. He asked if there is any change in the square footage. Attorney Hope replied, the only change is the vestibule.

Chairman Purtill thanked the applicants for working with the subcommittee and for the great presentation. She also stated that, historically, some trees were removed. Attorney Hope explained that trees were replanted in that area which were much smaller than what was taken down. Commissioner Shaw echoed his fellow commissioners' comments. He believes that the visual enhancements to this property will be great, and he thanked the applicants for their investment in Glastonbury. Commissioners Griffin and Miller agreed.

Motion by: Secretary Botelho

Seconded by: Commissioner Shaw

MOVED, that the Town Plan & Zoning Commission approve the application of Brixmor Residual Shoppes at Fox Run, LLC for a Section 12.9 Minor Change – façade and site enhancements – 55 Welles Street – Town Center Zone, in accordance with the following plans:

“SITE PLAN, SHOPPES AT FOX RUN 25–50 WELLES STREET GLASTONBURY CT, BL COMPANIES 355 RESEARCH PARKWAY, MERIDEN, CT 06450, (203) 630-1406 (203) 630-2615 FAX, DESIGNED W.E.V. DRAWN W.E.V. SCALE 1”–10’, PROJECT NO. 1900860, DATE 02/10/2020, CAD FILE SK190086003, SHEET NO. SP-2, REVISIONS 12/20/2019 REVISIONS PER TOWN COMMENTS 02/28/2020 REVISIONS PER TOWN COMMENTS”

“SITE PLAN, SHOPPES AT FOX RUN 25–50 WELLES STREET GLASTONBURY CT, BL COMPANIES 355 RESEARCH PARKWAY, MERIDEN, CT 06450, (203) 630-1406 (203) 630-2615 FAX, DESIGNED W.E.V. DRAWN W.E.V. SCALE 1”–10’, PROJECT NO. 1900860, DATE 02/10/2020, CAD FILE SK190086003, SHEET NO. SP-3, REVISIONS 12/20/2019 REVISIONS PER TOWN COMMENTS 02/28/2020 REVISIONS PER TOWN COMMENTS”

“SITE DETAILS, SHOPPES AT FOX RUN 25–50 WELLES STREET GLASTONBURY CT, BL COMPANIES 355 RESEARCH PARKWAY, MERIDEN, CT 06450, (203) 630-1406 (203) 630-2615 FAX, DESIGNED W.E.V. DRAWN W.E.V. SCALE 1”–10’, PROJECT NO. 1900860, DATE 02/10/2020, CAD FILE SK190086003, SHEET NO. SP-4, REVISIONS 12/20/2019 REVISIONS PER TOWN COMMENTS 02/28/2020 REVISIONS PER TOWN COMMENTS”

And

1. In compliance with the recommendations as contained in the minutes of the February 12, 2020 Community Beautification Committee meeting.
2. In adherence to the Town Engineer’s memorandum dated March 5, 2020.
3. The leadership of the Community Beautification Committee shall approve any adjustments to the landscaping plan that are required to create a two-way access drive.
4. Installation of an additional bike rack on the site, subject to approval of the subcommittee.
5. 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}.

4. Acceptance of Minutes of the March 3, 2020 Regular Meeting

Chairman Zanlungo stated that on page 8 of the minutes, the word “bullied” should read “buoyed” instead.

Motion by: Commissioner Shaw

Seconded by: Vice Chairman Purtill

Result: The minutes were unanimously accepted, as amended {6-0-0}.

5. CONSENT CALENDAR

- a. Scheduling of Public Hearings for Regular Meeting of May 19, 2020: **to be determined**

6. Chairman's Report *None*

7. Report from Community Development Staff

Ms. Dodds made note that the subcommittee will be meeting soon. Right now, they have one application lined up and a potential second. Commissioner Shaw thanked Ms. Dodds and Mr. Mullen for putting together this meeting, and Mr. Ashton from IT for helping everyone participate.

There being no further business to discuss, Chairman Zanolungo adjourned the meeting at 8:23 P.M.

Respectfully Submitted,

Lilly Torosyan
Lilly Torosyan
Recording Clerk