

**TOWN PLAN AND ZONING COMMISSION
PROPOSALS FOR PLANS REVIEW SUBCOMMITTEE**

Proposals which are to be reviewed by the Plans Review Subcommittee to determine if they are to be considered Minor or Insignificant Changes and need action/approval by the Town Plan and Zoning Commission, must initiate with the completion of this form to be submitted with one (1) **FOLDED** set of appropriate materials. Once a Subcommittee meeting date is set, you will be notified by email with an agenda. You or your representative must attend the meeting and bring relevant materials. At the meeting it will be determined whether your proposal is a Minor (Section 12.9) or Insignificant (Section 12.10) Change. A Minor Change will require submittal of a Special Permit Application, an application fee and additional sets of plans and will move forward for approval by the full Commission. An Insignificant Change will be handled internally with the Chairman's signature and requires no application or fee.

Please return this form and any enclosures to the Community Development Office, 2155 Main Street Post Office Box 6523, Glastonbury, CT 06033-6523.

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|-------------------|--|--|
| CHECK LIST | <input checked="" type="checkbox"/> General Map or Charts (2)
↳ Existing Conditions | <input checked="" type="checkbox"/> Other Documentation (2)
↳ Narrative |
| | <input checked="" type="checkbox"/> Site Plan (2) | <input type="checkbox"/> Architect's Rendering (1) |

TITLE/ADDRESS OF APPLICATION: Change of Use from Office to Personal Services (Beauty Salon) – 530 New London Turnpike (Planned Commerce Zone)

APPLICANT'S NAME: Andrea Jowdy Mott


APPLICANT'S ADDRESS: c/o Andrea's Salon, 530 New London Turnpike, Glastonbury CT 06033

PHONE #S: 860-205-4272 (Andrea Jowdy Mott)

EMAIL: N/A

OTHER REPRESENTATIVE(S): Alter & Pearson, LLC – mhope@alterpearson.com

STATEMENT OF INTENT: The Applicant is requesting a change of use from office to personal services (beauty salon). The use is permitted in the zone by a use variance granted for the Zoning Board of Appeals on 12/4/17 (Volume 3464, Page 198). No exterior changes to the building are proposed. The site has existed for some time with a non-conforming septic system and parking lot that includes four parallel parking spaces on the north side of the under-sized entrance drive. In conjunction with this change of use application, the property owner will be installing a compliant septic system and new parking lot that eliminates the under-sized entrance drive. The proposed use requires 8.8 parking spaces and 10 parking spaces are proposed. Please see the attached narrative for additional information regarding the history of this proposal.



APPLICANT'S SIGNATURE
Andrea Jowdy Mott
By: Meghan A. Hope, her Attorney

3/26/2020

DATE

Narrative Regarding Change of Use from Office to Personal Services (Beauty Salon)

The Applicant is the owner of Andrea's Salon which has operated in Glastonbury since 1992. The salon was previously located at 402 Hebron Avenue (corner of Hebron Avenue and Sycamore Street) for more than 13 years. In 2017 that property was sold for development; when the Applicant's lease was not renewed the Applicant was forced to vacate. After a diligent search for other business locations in Town, the present location at 530 New London Turnpike was found and a lease entered into. Neither the Property Owner nor the Applicant were aware that a Change of Use approval was required from the Town, that a beauty salon is not a permitted use in the Planned Commerce Zone and that the Health Department required information on the condition, size and location of the existing septic system to confirm it was compliant. Once the Applicant was alerted to these issues, she has worked with the Property Owner and the Town to resolve them. Below please find a timeline of the steps the Applicant has taken:

- On December 4, 2017, the Applicant secured approval from the Zoning Board of Appeals to permit the personal service use (beauty salon).
- The Health Department requested that the Applicant gather information on the existing flows from the use for one year, because in its septic system design an Applicant can either use the flows for the proposed use published by the Health Code or actual water flow data for a period of one year multiplied by a 1.5 safety factor. A sub meter was installed on February 28, 2018, and one year of data was collected from March 1, 2018, to March 1, 2019. The data indicated that the Applicant's beauty salon used 19,395 gallons of water/year or 53.14 gallons of water/day, which is substantially lower than the flows published by the Health Code for the use.
- The Health Department requested that the Applicant provide information on the existing septic system; however, there was no information on the system including its condition, size or location. The Property Owner hired Either & Sons Septic Services to perform this investigation which determined that while the system was in excellent condition, it was undersized for the proposed use and located partially on the adjacent parcel (560 New London Turnpike).
- The Health Code requires that a septic system be located entirely on the lot that it serves; therefore, the Property Owner will be replacing the existing system so that it is located entirely on the Site. As the existing parking area will need to be excavated for the installation of the new septic system, a new parking area is proposed. The new septic system is oversized so that if the use changes in the future from Personal Services to Office, it will still comply with the Health Code.