

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

Tuesday, August 18, 2020
REGULAR MEETING

7:00 P.M.

*via Zoom Video
Conferencing**

Robert J. Zanolungo, Jr., Chairman
Sharon H. Purtill, Vice Chairman
Michael Botelho, Secretary

Christopher Griffin
Raymond Hassett
Keith S. Shaw

ALTERNATES: Alice Sexton; Scott Miller; *vacancy*

AGENDA

PUBLIC HEARINGS

1. Application of Mark Bielawski for a Section 6.11 Accessory Apartment Special Permit – 60 Brookview Drive – Rural Residence Zone
2. Application of 103 HOUSE STREET LLC for a Section 12 Special Permit with Design Review – demolition of existing buildings and construction of 17, 2-bedroom townhomes within 3 buildings and associated parking – 103 House Street – 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 July 21, 2020 Regular Meeting
3. Application of Greenskies Clean Energy LLC for a Section 12.9 Minor Change to allow for a solar carport structure at the Police Department – 2108 Main Street – Reserved Land – Dave Sacchitella for the Town of Glastonbury, owner
4. **CONSENT CALENDAR**
 - a. Scheduling of Public Hearings for Regular Meeting of September 1, 2020: **to be determined**
5. Chairman's Report
6. Report from Community Development Staff

TOWN PLAN & ZONING
COMMISSION
AGENDA
Tuesday, August 18, 2020
Page 2

**Please click the link below to join the webinar:*

<https://us02web.zoom.us/j/86771171351?pwd=RzVVeHY2b0M0YjIEMkY1NmFXUIkrUT09>

Passcode: 770189

Or Telephone: +1 646 558 8656 Webinar ID: 867 7117 1351 Passcode: 770189

MEMORANDUM

OFFICE OF COMMUNITY DEVELOPMENT

**SECTION 6.11 SPECIAL PERMIT FOR
AN ACCESSORY APARTMENT WITHIN A SINGLE FAMILY DWELLING
60 BROOKVIEW DRIVE
MEETING DATE : AUGUST 18, 2020**

PUBLIC HEARING # 1
08-18-2020 AGENDA

To:
Town Plan and Zoning
Commission

From:
Office of Community
Development Staff

Memo Date:
August 18, 2020

Zoning District:
Rural Residence Zone

Applicant/Owner:
Mark Bielawski

EXECUTIVE SUMMARY

- The applicant is seeking approval for an accessory apartment.
- The proposed apartment will be 794 square feet and will be part of a larger 1,000 square foot addition positioned to the southwestern corner of the principal dwelling.
- The proposal was reviewed by the Plans Review Subcommittee at their July 29, 2020 meeting where they had no issue with the proposal. However, the Subcommittee asked for zoning compliancy information regarding the applicant’s request to expand the driveway by extending it out to the south, into the side yard setback.

REVIEW

Included for Commission review are the following:

- Office of Community Development staff memoranda
- Plans Review Subcommittee meeting minutes from July 29, 2020
- Floor Plans and Elevations

PROPOSAL

The applicant is seeking approval to construct a 794 square foot, accessory apartment at 60 Brookview Drive. The proposed apartment will be located at the southwestern corner of the house, to the west of the existing 2-car garage.

Ingress and egress to the apartment will be through a door on the south side of the apartment that leading to a walkway that leads to the driveway. There will also be an internal access point to the apartment from the existing living room of the principal structure.

The proposed apartment will consist of a living area, full kitchen, full bathroom and bedroom. The exterior of the apartment will be designed to match the existing style, material and colors of the principal dwelling.



Aerial View of 60 Brookview Drive

SITE DESCRIPTION

The subject site is a .57-acre lot located on the west side of Brookview Drive in the Rural Residence Zone, in northeast Glastonbury. The lot is improved with a 3,858 square foot, 2-story, single-family residence. Access to the site is through a curb cut and driveway off Brookview Drive at the southeast corner of the lot.

ADJACENT USES

Single-family residences abut the subject property to the north, south, east and west.

PARKING

The principal dwelling at 60 Brookview Drive has a 2-car garage and additional driveway space to accommodate parking for the accessory apartment.

ZONING ANALYSIS

The proposed accessory apartment meets all the requirements of Section 6.11 for accessory apartments in a single-family dwelling. The applicant was considering expansion of the driveway by extending it out towards the south, which would impede on the side yard setback. However, the applicant changed the proposal and is only proposing a walkway within the setback area. This would be permitted by zoning as long as the walkway remains uncovered.

Pertinent staff correspondence and draft motions are attached.

TOWN PLAN AND ZONING COMMISSION

SECTION 6.11 SPECIAL PERMIT

APPLICANT/OWNER: MARK
BIELAWSKI
14 INTERVALE ROAD
GRANBY CT, 06035

FOR: 60 BROOKVIEW DRIVE

MOVED, that the Town Plan and Zoning Commission approve the application of Mark Bielawski for a Section 6.11 Special Permit– 60 Brookview Drive– Rural Residence Zone – in accordance with the following plans:

To be quoted

And

1. Compliance with standards contained in a report from the Fire Marshal, File #20-032, plans reviewed 07-29-2020.
2. Adherence to:
 - a. The Town Engineer’s memorandum dated August 14, 2020.
 - b. The Police Chief’s memorandum dated August 10, 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.

APPROVED: TOWN PLAN & ZONING COMMISSION
AUGUST 18, 2020

ROBERT J. ZANLUNGO JR, CHAIRMAN



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

PROJECT: Kangos/Bielawski Accessory Use **LOCATION:** 60 Brookview Dr.

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

OCCUPANCY CLASSIFICATION: Group R **F.M.O. FILE #** 20-032

PROPOSED FIRE PROTECTION: None via- GFD tanker truck Shuttle & Mutual Aid

PLAN : A1.0 **INITIAL PLAN** 7-29-2020 **REVISED PLAN** _____

DESIGNER: Thomas Nolan

ADDRESS AND PHONE: 23 Freestone Ave. Portland Ct 06480

DATE PLANS RECEIVED: 8-10-2020 **DATE PLANS REVIEWED:** 8-10-2020

COMMENTS:

Accessory Apartments —

Provide address numerals in accordance with local ordinance and also at the principal entrance of the accessory dwelling that indicates a separate living space –for example if the address is 123 Main Street - additional address numerals such as 123 A or R - need to provided.

Provide smoke detection and carbon monoxide detection in accordance with the requirements for new construction and it is recommended that interconnection between the main dwelling and the accessory use is provided such that if a smoke detector in either dwelling activates the alarms sound and alert the occupants of both dwellings.

Telecommunications equipment utilized to communicate address data to E911 communication centers shall be programmed and maintained to accurately convey such address information to the E911 communication center (see comment # 1).

Deputy Chief Chris Siwy Fire Marshal /s/

8-10-2020

August 14, 2020

MEMORANDUM

To: Khara C. Dodds, Director of Planning & Land Use Services

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



Re: 60 Brookview Drive – Section 6.11 Accessory Apartment Special Permit

The Engineering Division has reviewed plans for the above-referenced application and offers the following comment for consideration:

1. In accordance with section 17-151 of the Town Code of Ordinances, the proposed driveway widening will require Town Manager approval.

DAP/dl



Town of Glastonbury
Health Department

Memo

August 12, 2020

To: Jonathan E. Mullen, ACIP, Planner

Fr: Wendy S. Mis, Director of Health

Re: 60 Brookview Drive
Accessory Apartment

This office has received plans dated 7/29/20 showing an accessory apartment with one bedroom for the above-referenced property.

Approval with respect to CT Public Health Code is forwarded for Commission consideration.



GLASTONBURY POLICE DEPARTMENT

2108 MAIN STREET, GLASTONBURY, CT 06033 (860)633-8301/FAX (860)652-4290

MEMORANDUM

To: Town Plan and Zoning Commission

From: Marshall S. Porter, Chief of Police

Date: August 10, 2020

Subject: 60 Brookview Drive

Members of the Police Department have reviewed the site development plan for a Section 6.11 Special Permit as submitted for the accessory apartment at 60 Brookside Drive by applicant and property owner Mark Bielawski.

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

1. Any phone lines dedicated to the main residence and accessory apartment reflect the specific address in the event an emergency 911 call is received by the police department from either location.
2. Upon completion of construction, both the main house and accessory apartment must be properly enumerated to allow for easy identification by all public safety responders, in accordance with Section 17-19 of the Town Code.

Marshall S. Porter
Chief of Police

TOWN PLAN AND ZONING COMMISSION
PLANS REVIEW SUBCOMMITTEE
MINUTES OF JULY 29, 2020 SPECIAL MEETING

The meeting commenced at 8:00 AM through Zoom Video Conferencing

Present: Subcommittee Members: Robert Zanolungo, Michael Botelho, and Sharon Purtill;
Khara C. Dodds, AICP, Director of Planning and Land Use Services

60 BROOKVIEW DRIVE – proposal for a 794 square foot accessory apartment – Rural Residence Zone – Craig Schoner, builder – Tom Nolan, architect – Mark Biewlawski, applicant

Applicants Tom Nolan and Mark Biewlawski presented the proposal to the Subcommittee. Mr. Biewlawski said that his mother-in-law currently resides on the property in the single-family home. They plan to build an addition to house the accessory apartment. Mr. Biewlawski and his family will live in the existing home on the property and his mother-in-law will move to the accessory apartment. The apartment will be 794 square feet in size. It will be attached to the existing home on the west side. It will not be visible from Brookview Drive. The applicant plans to have building materials to match the existing home and it will be compatible in color.

There are two points of access to the accessory apartment. One access point will be through the living room of the existing home. There will be another access point on the south side of the accessory apartment leading to the outside. The Subcommittee reviewed the floor plan which consists of a bedroom with a bath, living room and kitchen. The accessory apartment was found to meet the requirements of the zoning regulations. Mr. Biewlawski said that he would like to accommodate an additional parking space by widening the driveway to the south. This would push the driveway out further into the side yard setback. Ms. Dodds said she would follow up with the Zoning Enforcement Officer to see if it would be an issue if a driveway extends into the setback.

Meeting adjourned at 8:24 a.m.

Respectfully submitted,

A handwritten signature in blue ink that reads "Khara C. Dodds" with a stylized flourish at the end.

Khara C. Dodds, AICP

MEMORANDUM

OFFICE OF COMMUNITY DEVELOPMENT

**SECTION 12 SPECIAL PERMIT WITH DESIGN REVIEW
DEMOLITION OF EXISTING BUILDINGS AND
CONSTRUCTION OF 17 TOWNHOMES AND ASSOCIATED PARKING
MEETING DATE: AUGUST 18, 2020**

PUBLIC HEARING # 1
08-18-2020 AGENDA

To:
Town Plan and Zoning
Commission

From:
Office of Community
Development Staff

Memo Date:
August 14, 2020

Zoning District:
Town Center (TC) Zone

Applicant/Owner:
Coleman Associates,
LLC

EXECUTIVE SUMMARY

- The applicant is proposing to construct a 17-unit rental townhome development at 103 House Street.
- The project includes the demolition of the existing single-family structure on the lot.
- The Plans Review Subcommittee reviewed the proposal at their February 12, 2020 meeting. The members advised the applicant on the location of the mechanical units. They also stated that the applicant should provide density comparisons to surrounding developments.
- The Community Beautification Committee reviewed and approved the proposed landscape plan with changes at their February 12, 2020 meeting. The applicant has incorporated those changes into their plans submission.
- At their meeting of August 13, 2020 the Conservation Commission forwarded a favorable recommendation for the project to the Town Plan and Zoning Commission.

REVIEW

Included for Commission review are the following:

- Town of Glastonbury staff memoranda
- A project narrative
- Site Plans, Floor Plans and Elevation Drawings
- Minutes from the February 12, 2020 meeting of the Plans Review Subcommittee
- Minutes from the February 12, 2020 meeting of the Community Beautification Committee



Aerial view of 103 House Street looking north

ADJACENT USES

The Colonial Village Apartment Complex is located to the north and west of the site. The Nutmeg State Financial Credit Union is located to the south of the site and a single-family house is located the east of the site.

SITE DESCRIPTION [See plan set sheet entitled “Boundary/Existing Conditions Plan—#103 House Street”]

The subject site is a 1.05± acre parcel located on the northwest corner of the intersection of House Street and Salmon Brook Drive in the Town Center Zone. The lot contains a single-family residence and a detached garage that will both be demolished as part of the development. Access to the site will be through a shared driveway with the Colonial Village Apartments located at the northeast corner of the site. The site is flat and mostly covered by grass, with some trees to the north of the existing structure.

PROPOSAL [See memorandum entitled “Narrative for 103 House Street—§12 Special Permit with Design Review for 17 Proposed Townhomes” & plan set sheet entitled “Site Plan Proposed Town Homes—#103 House Street”]

According to the applicant’s narrative; the applicant proposes to construct 17-townhome style, 2-bedroom units within three buildings. The units will be rental units.

SITE LAYOUT, VEHICULAR CIRCULATION [See plan set sheet entitled “Site Plan Proposed Town Homes—#103 House Street”]

The buildings will be located along the Salmon Brook Drive and House Street frontages as well as the western property line with the parking located in the middle of the site. Access to the site will be through a new shared driveway at the northeast corner of the site created by converting the existing one-way-in driveway for 119 House Street. Access to 103 House Street will be ensured through cross easements with 119 House Street. Visitor parking will be clustered at the center of the site with the drive aisle going around the parking spaces. Vehicular traffic will enter at the northwest corner of the parking area and proceed counterclockwise direction to the exit at the northeast corner of the site. The Office of Community Development is recommending as a condition of approval that the access easement across 119 House Street in favor of 103 House Street shall be filed with the Town Clerk’s office prior to the filing of mylars.

BICYCLE ACCOMODATIONS AND PEDESTRIAN CIRCULATION [See memorandum entitled “Narrative for 103 House Street—§12 Special Permit with Design Review for 17 Proposed Townhomes” & plan set sheet entitled “Site Plan Proposed Town Homes—#103 House Street” & architectural plan set sheet A-1—A-3]

The units will either have a front door that leads to the existing sidewalk network and/or a rear door with access to the parking area. Indoor bicycle storage is available in the garage of each unit. There will also be an outdoor bike rack in the center island of the parking area.

PARKING & DUMPSTER LOCATION [See memorandum entitled “Narrative for 103 House Street—§12 Special Permit with Design Review for 17 Proposed Townhomes” & plan set sheet entitled “Site Plan Proposed Town Homes—#103 House Street”]

The proposed development will have 51 parking spaces, which is in excess of the spaces per 2-bedroom unit required by Section 4.13.6.i of the Town Center Zone Regulations. Each unit will have one garage space and one tandem surface parking space in front of the garage for a total of 34 spaces. The remaining 16 spaces will be visitor parking and will be located in the center of the site. Six of those spaces will be converted parallel parking spaces moved from 119 House Street to the site for use by the Colonial Village Apartments. Access to the parking spaces by Colonial Village Apartments will be ensured with a 5 foot access easement. The dumpster will be located on a concrete pad at the northwest corner of the site, enclosed with 6-foot tall vinyl fencing. The Office of Community Development is recommending as a condition of approval that the access easement across 103 House Street in favor of 119 House Street shall be filed with the Town Clerk’s office prior to the filing of mylars.

DRAINAGE [See memorandum entitled “Narrative for 103 House Street—§12 Special Permit with Design Review for 17 Proposed Townhomes” & plan set sheet entitled “Site Plan Proposed Town Homes—#103 House Street”]

According to the project narrative, the applicant has dug several test pits and has installed standpipes to monitor the groundwater level. The resulting data has shown that the site soils are adequate for infiltration. Stormwater management features for the proposal include three subsurface infiltration systems. Stormwater runoff from the rooftops of each building will be collected in the units located at the southeast and southwest corners of the site. Parking lot runoff will be collected in catch basins and directed to the unit located under the parking area at the center of the site. The drainage system has been designed to retain, treat and infiltrate stormwater runoff from a 10-year storm event.

LANDSCAPING [See memorandum entitled “Narrative for 103 House Street—§12 Special Permit with Design Review for 17 Proposed Townhomes” & plan set sheet entitled “Landscape Plan Proposed Town Homes—#103 House Street”]

The applicant has incorporated the changes recommended by the Community Beautification Committee at their meeting of February 12, 2020. The plan includes a mix of deciduous and evergreen trees along Salmon Brook Drive and House Street. Deciduous shade trees have also been planted in the parking area to provide cooling for the pavement and stormwater. The plan also includes decorative shrubs along the building facades.

SITE LIGHTING [See memorandum entitled “Narrative for 103 House Street—§12 Special Permit with Design Review for 17 Proposed Townhomes” product specification sheets entitled “House Street Apartments Type SL4” and “House Street Apartments Type SL5”, plan set sheet entitled “ Lighting Plan—By Apex Lighting” & architectural plan sheet A-4]

There will be eight pole mounted lights located along the perimeter of the parking lot and in the landscaped island. The light fixtures are night sky compliant, LED mounted on 10-foot poles. There will also be night sky compliant sconces mounted next to the doorways, garage doors and on the porches.

ARCHITECTURAL FEATURES [See memorandum entitled “Narrative for 103 House Street—§12 Special Permit with Design Review for 17 Proposed Townhomes” & architectural plan set sheets A-1 through A-7 & plan set sheet entitled “Street Elevations”]

As discussed in the “Site Layout” section of this report, the buildings will be located on the perimeter of the site to shield the parking area. There will be buildings along the House Street, and Salmon Brook Drive frontages, as well as a building along the western property line facing the Colonial Village Apartments. The buildings will have two and three story units each with two bedrooms. The unit layout will give the 5-unit building fronting on Salmon Brook Drive a symmetrical roof line as the end units will be two stories and the middle 3 units will be three stories. The 6-unit buildings located on House Street and along the western property line are identical in that the southern end unit will be two stories with the remaining units being three stories. Each unit will have a garage on the ground floor and either a covered porch in the two story units or a second story deck for the three story units.

As described in the applicant’s narrative, the buildings will have brick veneer in both a brick pattern for the water tables, siding and chimneys and a soldier course at the top of the water table over the doors and between the first and second floors. The portion of the buildings facing the parking area will have vinyl clapboard siding with PVC trim. The windows will be low-e insulated glass with simulated divided lights. The HVAC condenser units are 2-foot, 10-inch wide, by 2-foot, 4-inch high by 1-foot deep and will be located under the window on the front facing façade of each unit. A 4-foot tall solid vinyl fence will screen them.

ZONING ANALYSIS & CONSISTENCY WITH PLAN OF CONSERVATION AND DEVELOPMENT “Narrative for 103 House Street—§12 Special Permit with Design Review for 17 Proposed Townhomes”]

The proposed project meets all the requirements of the Town Center Zone with the exception of lot size for which it is legal non-conforming. The applicant has worked with the Plans Review Subcommittee to ensure the design of the proposal is in keeping with the residential character of the surrounding neighborhood. The applicant has also demonstrated that the density of the proposed project is similar to that of similar developments in the area. The project is also consistent with several areas of the Plan of Conservation and Development including Town Wide policies 5—Stormwater Management, 6—Commercial Development, 10—Sustainability and 11—Town Center.

Pertinent staff correspondence and draft motions are attached.

TOWN PLAN AND ZONING COMMISSION

SECTION 12 SPECIAL PERMIT WITH
DESIGN REVIEW

APPLICANT/OWNER: 103 HOUSE STREET LLC
C/O HUB REALTY
ASSOCIATES, LLC
FARIFIELD, CT 06824

FOR: 103 HOUSE STREET

MOVED, that the Town Plan & Zoning Commission approve application of 103 HOUSE STREET LLC for a Section 12 Special Permit with Design Review – demolition of existing buildings and construction of 17, 2-bedroom townhomes within 3 buildings and associated parking – 103 House Street – 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 Commission at their Regular Meeting of August 13, 2020
 - b. The recommendations as contained in the minutes of the March 11, 2020 Community Beautification Committee meeting.
 - c. The standards contained in a report from the Fire Marshal, File # 20-034, plans reviewed 8-11-2020.
2. In adherence to:
 - a. The Town Engineer's memorandum dated August 14, 2020.
 - b. The Health Director's memorandum dated August 13, 2020.
 - c. The Police Chief's memorandum dated August 10, 2020.
3. All access easements between 103 House Street and 119 House Street shall be filed with the Town Clerk's Office prior to filing of mylars.
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
AUGUST 18, 2020

ROBERT J. ZANLUNGO JR., CHAIRMAN

MEMORANDUM

To: Town Plan & Zoning Commission

From: Thomas Mocko, Environmental Planner



Date: August 14, 2020

Re: Formal Recommendation to the Town Plan & Zoning Commission for a Section 12 Special Permit with Design Review concerning Redevelopment of 103 House Street – 17 residential rental Townhouses in 3 detached buildings on one acre – Town Center Zone – Alter & Pearson, LLC – Megson, Heagle & Friend, C.E. & L.S., LLC – Coleman Associates, LLC, applicant/landowners

During its Regular Meeting of August 13, 2020, the Conservation Commission recommended to the Town Plan and Zoning Commission approval of a Section 12 Special Permit with Design Review concerning Redevelopment of 103 House Street – 17 residential rental Townhouses in 3 detached buildings on one acre – 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
Alter & Pearson, LLC
Megson, Heagle & Friend, C.E. & L.S., LLC
Coleman Associates, LLC

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

MOVED, that the Conservation Commission recommends to the Town Plan & Zoning Commission approval of a Section 12 Special Permit with Design Review concerning the proposed 17 residential townhouses within three detached buildings at 103 House Street, in accordance with plans on file in the Office of Community Development, and in compliance with the following conditions:

1. 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.
2. All soil stockpiles shall be protected from wind erosion by placing tarps over them or otherwise controlled as authorized by the Environmental Planner.
3. 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.
4. 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.
5. Prior to the issuance of the last Certificate of Occupancy, certification from a landscape architect shall be required confirming that landscape plants were installed in accordance with the approved landscape plan.
6. Underground fuel storage tanks shall be prohibited to reduce the potential of contamination to wetlands, watercourses, and groundwater resources.



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

PROJECT: Proposed Town Homes **LOCATION:** 103 House Street

DEVELOPER: Russell Beitman Hub Reality Associates, LLC

xx NEW CONSTRUCTION ___ CHANGE OF USE ___ SUBDIVISION _ COMMERCIAL

OCCUPANCY CLASSIFICATION: Group R **F.M.O. FILE #** 20-034

PROPOSED FIRE PROTECTION: via MDC water main & GFD

ENGINEER'S PLAN # 93-19-1CS INITIAL PLAN REVISED PLAN: 7-6-20

ENGINEER: Megson, Heagle & Friend

ADDRESS AND PHONE: 81 Rankin Road Glastonbury CT 06033 860-659-0587

DATE PLANS RECEIVED: 8-11-2020 **DATE PLANS REVIEWED:** 8-11-2020

COMMENTS:

Address numerals shall be posted at the front and rear entrances

Address numbers shall be a minimum of 4 in. (100 mm) high with a minimum stroke width of 1/2 in. (13 mm)

Address numbers shall contrast with their background.

The buildings will require to have the fire department connections posted with signs that reads FDC.

The buildings will require rapid entry vaults.

Fire alarm systems are required and a flashing exterior light shall be provided on the buildings which activates with the fire alarm.

The building will have mechanical devices on the exterior which may require protection from the elements such as snowfall, impact protection, and may require screening pending review from other agencies or individuals.


Telecommunications equipment utilized to communicate address data to E911 communication centers shall be programmed and maintained to accurately convey such address information to the E911 communication center.

The developer shall inform all contractors that the disposal of construction debris by open burning is not permitted. This includes any vegetation that might be cleared as part of the proposal.

The use of and the location of temporary fuel tanks utilized for construction purposes will require review by this office.

Portable toilets and dumpsters shall be located at least ten feet from structures.

Material stockpiles and contractor vehicles shall not obstruct the adjacent roadways.



REVIEWED BY: _____

Christopher N. Siwy

PAGE 2 OF 2
cc: App/File

August 14, 2020

MEMORANDUM

To: Khara C. Dodds, Director of Planning & Land Use Services

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



Re: 103 House Street: Residential Development

The Engineering Division has reviewed plans for the above-referenced application and offers the following comments for consideration:

1. Maintenance of the proposed walks which connect to the public sidewalk shall be the responsibility of the property owner. This requirement shall also apply to any portion of the individual walks which are located within the road Right-of-Way.
2. The one-way circulation pattern interior to the site shall be delineated with pavement markings and supplemented with "Do Not Enter" - "Wrong Way" signage at the appropriate locations.

DAP/dl



Town of Glastonbury

Health Department

Memo

August 12, 2020

To: Jonathan Mullen, AICP, Planner

Fr: Wendy S. Mis, MPH, RS, Director of Health

Re: 103 House Street; proposed 17 town homes

This office has received and reviewed the documents and plan by Megson, Heagle and Friend dated 3/19/20 for removal of a house and garage and construction of 17 town homes.

Prior to the Building Department's issuance of a demolition permit for the existing buildings, an environmental investigation report is required to determine any presence of lead, asbestos, or other hazardous materials.

The site plan shows a refuse area approximately 10' x 10'. The Commission may want to consider if that area will be sufficient to contain garbage, household trash and recycling generated by 17 two-bedroom town homes.

Pending Commission satisfaction with the refuse collection area, approval with respect to CT Public Health Code is forwarded for Commission consideration.



GLASTONBURY POLICE DEPARTMENT

2108 MAIN STREET, GLASTONBURY, CT 06033 (860)633-8301/FAX (860)652-4290

MEMORANDUM

To: Town Plan and Zoning Commission

From: Marshall S. Porter; Chief of Police

Date: August 10, 2020

Subject: 103 House Street, Sec 12 with Design Review- multi-family development

Members of the Police Department have reviewed the application of applicant and owner 103 House Street LLC, c/o Hub Realty Associates LLC for a Section 12 Special Permit with Design Review allowing construction of 17 townhome style, 2-bedroom units within three buildings at the site located on the northwest corner of House Street and Salmon Brook Drive.

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) is provided.
- 2) No additional curb cuts are permitted on House Street or Salmon Brook Drive for access to the new development.



Marshall S. Porter
Chief of Police

JPH:jph

TOWN PLAN AND ZONING COMMISSION
PLANS REVIEW SUBCOMMITTEE
Portion of MINUTES OF FEBURARY 12, 2020 SPECIAL MEETING

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

Present: Subcommittee Members Sharon Purtill and Robert Zanlungo;
Khara C. Dodds, AICP, Director of Planning and Land Use Services and
Jonathan E. Mullen, AICP, Planner

103 HOUSE STREET – proposal for 17, two-bedroom townhomes within 3 buildings and associated parking – Town Center Zone – Alter & Pearson, LLC – Megson, Heagle & Friend, C.E. & L.S., LLC – New England Design – Coleman Associates, LLC, applicant

Attorney Alter explained the proposal to construct 17, two-bedroom, town homes within 3 buildings at the northwest corner of the intersection of Salmon Brook Drive and House Street. He stated that the owners of the Colonial Apartments on Salmon Brook Drive have acquired the property at 103 House Street and are planning to develop the site as an extension of the apartments to the west.

Jonathan Sczurek of Megson, Heagle & Friend, C.E. & L.S., LLC explained that access to the site would be through an existing curb cut off House Street to a driveway with cross easements that would be shared with the Colonial Apartments. Mr. Sczurek then stated that each unit would have 2 parking spaces and 12 visitor parking spaces. Mr. Sczurek stated that all the parking would be on the interior part of the site, not visible from the street.

Architect John Everett New England Design went over the architectural design of the buildings and the layouts for the different unit types. Commissioner Purtill asked about the residential density of the project. Attorney Alter stated that the Floor Area Ratio for the project is .47%, which complies with the Town Center Zone regulations. Commissioner Purtill expressed concern about the proposed density of the project and the location of mechanical units. The Subcommittee members advised the applicant to provide a density comparison to other apartments in the area when the project comes to the full Commission.

Town of Glastonbury
Community Beautification Committee
Portion of Regular Meeting Minutes of Wednesday, February 12, 2020

1. Roll Call

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

Absent: Linda DeGroff
Debra DeVries-Dalton
Kate Morgan

103 HOUSE STREET – landscaping for 17, two-bedroom townhomes within 3 buildings and associated parking – Town Center Zone – Alter & Pearson, LLC –Thomas Graceffa, Landscape Architect – Coleman Associates, LLC, applicant

Bob requested a change from the 6 white pines on the plan to something that would not lose lower limbs as it matures. Suggestions of using a mix of Serbian spruce and concolor were made.

Candice and Jarrod requested changing the sea oats grass for a variety that would be hardier; *Hakonechloa* was suggested in its place.

Jarrold made motion to accept the plan with the two changes. Della seconded, all in favor 4-0.

The Committee also commended the choice of architecture and landscape.

MEMORANDUM

OFFICE OF COMMUNITY DEVELOPMENT

SECTION 12.9 MINOR CHANGE
PROPOSAL TO CONSTRUCT A SOLAR CARPORT STRUCTURE
2108 MAIN STREET
MEETING DATE: AUGUST 18, 2020

REGULAR MEETING ITEM #3
08-18-2020 AGENDA

EXECUTIVE SUMMARY

To:
Town Plan and Zoning
Commission

From:
Office of Community
Development Staff

Memo Date:
August 14, 2020

Zoning District:

Applicant:
Greenskies Clean Ener-
gy LLC, c/o Carson
Mislick

Owner:
Town of Glastonbury

- The applicant is proposing to construct a carport with a solar panel roof in the southern portion of the parking area.
- The Historic District Commission approved the proposal at their meeting of June 24, 2020.
- The Plans Review Subcommittee reviewed the proposal at their August 12, 2020 meeting where they expressed concerns about the visual impact of the carports to surrounding properties. They also advised the applicant to choose a color for the carports.

REVIEW

Included for Commission review are the following:

- Town of Glastonbury staff memoranda
- Site plans and elevation drawings
- Minutes from the June 24, 2020 Historic District Commission meeting
- Minutes from the August 12, 2020 meeting of the Plans Review Subcommittee



Aerial View of 2108 Main Street

ADJACENT USES

The site has residential uses on all sides.

SITE DESCRIPTION [See memorandum entitled “Glastonbury Police Department Carport Permit Application Narrative” & plan set sheet SP-1 entitled “Overall Site Plan”]

The 12.6 acre site is home to the Glastonbury Police Department, the Glastonbury Volunteer Ambulance Association, and the Glastonbury Civil Preparedness Facility. The site also has a little league field and a park area. There is access to the site from Main Street and Canione Road.

PROPOSAL [See memorandum entitled “Glastonbury Police Department Carport Permit Application Narrative” and plan set sheet SP-2 entitled “Detailed Site Plan” & DN-1 entitled “Site Details & Notes”]

The applicant plans to construct a 162-foot long by 45-foot wide carport in the Glastonbury Police Department parking area south of the Civil Preparedness Facility. The roof of the carport will be made of 343 solar panels mounted on six support columns. The support columns will be installed in an existing landscaped island and in one parking space. The applicant has indicated that even with the loss of one parking space the site will be in compliance with Section 9.11 of the Building-Zone Regulations. The carport will be oriented such that the long side runs east to west and the short side north to south and will cover 15 parking spaces. The roof of the carport will be angled with the high side at 15 feet and the low side at 10 feet and will have LED lighting installed on the underside. The applicant has indicated that carport will be black and that any conduits will be positioned so they are not visible from the street. According the applicants narrative, the project is required to be installed prior April 2021 to qualify for funding.

Pertinent staff correspondence and draft motions are attached.

TOWN PLAN AND ZONING COMMISSION

SECTION 12 .9 MINOR CHANGE

APPLICANT/OWNER: GREENSKIES CLEAN
ENERGY, LLC C/O
CARSON MISLICK
127 WASHINGTON AVE
WEST BUILDING
GARDEN LEVEL
NORTH HAVEN, CT
06473

OWNER TOWN OF
GLASTONBURY
2155 MAIN STREET
GLASTONBURY, CT
06033

FOR: 2108 MAIN STREET

MOVED, that the Town Plan & Zoning Commission approve the application of Greenskies Clean Energy, LLC – proposal to construct a solar carport structure – 2108 Main Street – Reserved Land Zone, in accordance with the following plans:

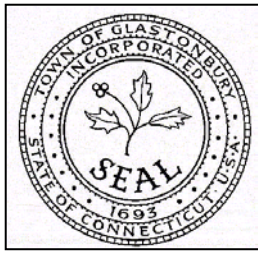
To Be Quoted

And

1. In adherence to the Town Engineer’s memorandum dated August 14, 2020.
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.

APPROVED: TOWN PLAN & ZONING COMMISSION
AUGUST 18, 2020

ROBERT J. ZANLUNGO JR., CHAIRMAN



TOWN OF GLASTONBURY
FIRE MARSHAL'S OFFICE

Permit Application Review # 20-033

Not under Fire Marshal Jurisdiction – No review necessary.

Project: Solar Powered Police Carport Location: 2108 Main Street

A handwritten signature in black ink, appearing to read "Chris Siwy", followed by a stylized flourish.

Deputy Chief Christopher Siwy – Fire Marshal DATE: **8-11-2020**

August 14, 2020

MEMORANDUM

To: Khara C. Dodds, Director of Planning & Land Use Services

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



Re: 2108 Main Street: Glastonbury Police Department Solar Car Port Installation

The Engineering Division has reviewed plans for the above-referenced application and offers the following comments for consideration:

1. The existing metal building located just north of the proposed carport should be removed or relocated elsewhere on the site.
2. The four existing parking spaces located between the metal building and fuel island shall be eliminated. However, the paved surface shall remain as circulation space.

DAP/dl



Town of Glastonbury
Health Department

Memo

August 12, 2020

To: Jonathan E. Mullen, Planner

Fr: Wendy S. Mis, Director of Health

Re: 2108 Main Street
Solar Carports Glastonbury Police Department

This office has received and reviewed the plans by Greenskies Renewable Energy, LLC dated 7/23/20 for a solar carport installation at the above-referenced address.

Approval with respect to CT Public Health Code is forwarded for Commission consideration.



GLASTONBURY POLICE DEPARTMENT

2108 MAIN STREET, GLASTONBURY, CT 06033 (860)633-8301/FAX (860)652-4290

MEMORANDUM

To: Town Plan and Zoning Commission

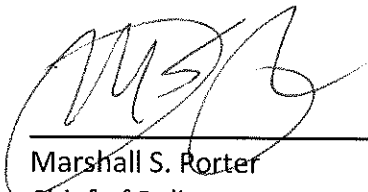
From: Marshall S. Porter; Chief of Police

Date: August 12, 2020

Subject: 2108 Main Street- Sec 12 with Design Review- Glastonbury PD Solar Carport

Members of the Police Department have reviewed the application of Greenskies Clean Energy, LLC for a Section 12 Special Permit with Design Review – installation of a ground and rooftop-mounted photovoltaic solar array.

The police department has no objection to this proposal.



Marshall S. Porter
Chief of Police

HISTORIC DISTRICT COMMISSION
Portion of **MINUTES OF JUNE 24, 2020 SPECIAL MEETING**

The Historic District Commission held a Special Meeting at 5 o'clock in the afternoon via Zoom Conferencing.

Present: Barbara Theurkauf, Chair, Geoffrey Dellenbaugh, Secretary, Commissioners Brian Chiffer, Jane Gordon Julien, Robyn Guimont, Cara Keefe, and John Langmaid; and Khara C. Dodds, AICP, Director of Planning & Land Use Services

Excused: Henry von Wodtke, Vice Chair

Application of the Town of Glastonbury for a Certificate of Appropriateness – solar carport installation at the Police Station – 2108 Main Street

Dave Sacchitella, Building Superintendent and Police Chief Marshall Porter were present on behalf of the application. The Town's consultant, Carson Mislick, Project Engineer of Greenskies Clean Energy, presented the proposal. The proposal is to install a 140.14 kW DC PV solar carport that will be located at the Glastonbury Police Department, on the southeastern side of the property.

Mr. Mislick presented the architectural detail of the solar array along with photos of similarly designed carports in other locations. The solar array will comprise of ~364 tier one 385 watt panels mounted to an RBI Solar carport structure at a fixed 7° tilt. The structure will be supported by equidistant columns that are bolted to concrete foundations, flush with the grade of the parking lot. The framing of the carport will be galvanized steel by default, but there is the option to have the racking manufacturer provide painted steel and those cost options can be discussed if the need arises. Mr. Mislick presented the concept plan showing the location in the parking lot.

The concept plan also included major parking layout reconfigurations that will help improve site circulation. Chief Porter spoke on the site improvement plans. The Commission discussed the approval for this project to include the carport and the site improvements surrounding the carport location.

Commissioner Guimont **MOVED** to **APPROVE** a Certificate of Appropriateness for the solar carport installation and the site plan improvements immediately surrounding the carport at the Police Station, located at 2108 Main Street. Commissioner Chiffer **SECONDED** the **MOTION** and it was unanimously approved.

TOWN PLAN AND ZONING COMMISSION
PLANS REVIEW SUBCOMMITTEE
Portion of MINUTES OF AUGUST 12, 2020 SPECIAL MEETING

The meeting commenced at 8:00 AM through Zoom Video Conferencing.

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

2108 MAIN STREET – proposal for the installation of a solar carport at the Police Station – 2108 Main Street – Dave Sacchitella, Building Superintendent, Town of Glastonbury – Carson Mislick, Greenskies Clean Energy, LLC applicant

Dave Sacchitella went over the proposal, which is to construct carports on the southern side of the Glastonbury Police Department parking lot. The carports will allow the Town to install solar panels and provide protection from the elements. Khara Dodds explained to the Subcommittee that the Historic District Commission had reviewed the proposal during a public hearing in June 2020.

Brad Parsons, project engineer, then showed the location of the proposed carports on the site plan. He explained that the construction of the carports would have minimal impact on the existing parking area. Mr. Parsons then explained that carports would be constructed by mounting the solar panels on support posts in an existing landscaped island at the southern portion of the parking area and in one parking space. The carports will cover 10-15 parking spaces. Mr. Parsons then explained that site improvements to the rest of the parking area would happen as part of a separate project at a later date.

Vice-Chairman Purtill expressed concern about height of the carports and if the solar panels would reflect light onto property owners on Williams Street. Mr. Parsons showed the location of the carports in relation to Main Street and Williams Street. He stated that the angle of the solar panels would be slight and that they are designed not to reflect light. Mr. Parsons then showed a photo of a similar carport installed at another location. He also stated that carports are 15 feet tall at their highest point and neighboring property owners who currently can see the Civil Preparedness Building would see the carports.

Vice-Chairman Purtill asked about the finished color of the carports and if the external conduits shown in the picture would be visible. Mr. Parsons stated that they had not decided on a color yet and that the conduits could be located in a place not visible from the street. There was a discussion between the applicant and the Subcommittee about the placement and design of fencing that is part of a future improvement project for the parking area. Ms. Dodds explained that the carports were a separate project from the site plan improvements. Chairman Zanolungo and Vice Chairman advised the applicant to be prepared to discuss these items when that proposal comes to the Commission. Vice Chairman Purtill asked when the applicant was going to install the carports. Mr. Sacchitella stated that they anticipate starting construction in fall 2020. He noted that in order for the town to receive the funding for the carports, construction had to be finished by April 2021.

**THE GLASTONBURY TOWN PLAN AND ZONING COMMISSION
AMENDED #2 REGULAR MEETING MINUTES OF TUESDAY, JULY 21, 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 Zanlungo, Jr., Chairman
Ms. Sharon Purtill, Vice Chairman
Mr. Michael Botelho, Secretary
Mr. Keith S. Shaw
Mr. Raymond Hassett
Mr. Christopher Griffin
Ms. Alice Miller, Alternate

Commission Members Absent

Mr. Scott Miller, Alternate
Vacancy

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

PUBLIC HEARINGS

- 1. Application of Guaranteed Maintenance and Development, LLC (Paul Jacques) for subdivision approval and a Section 6.8 Rear Lot Special Permit and a sidewalk waiver request-proposed 2-lot Dorothy's Place Subdivision - 181A Main Street- Rural Residence Zone and Groundwater Protection Zone 1**

Richard Mihok, PE & LS represented the applicant. He explained that the parcel of land is 4.5 acres, which they propose to split into 2 rear lots. Access will be through a driveway easement over 181 Main Street in favor of the rear lots. These parcels will be serviced by MDC water and on-site septic. There is a 16-foot wide access driveway, and soil testing has shown the subsurface material for the site to be gravel. The plans have received approval from the Health Director. Vice Chairman Purtill asked if the driveway will be paved. Mr. Mihok said yes.

Chairman Zanlungo opened the floor for public comment.

Ryan Lisiak at 53 Old Maids Lane, explained that he is the owner of lot 7 of the Glastonbury Hunt Subdivision, shown on the plans which is directly south of this site. He asked if there is a reason why they could not use the access road directly to the north of the road that is proposed? Mr. Mihok explained that they do not have access or rights to that driveway. Presently, there are four lots on that driveway. Mr. Mullen added that the present regulations do not allow for more

than three rear lots to be serviced by one rear lot driveway. Mr. Lisiak remarked that his concern is congestion and privacy. Mr. Mihok stated that they propose an earthen berm along Mr. Lisiak's northerly property line, in order to screen it from the dwellings to the north. He is sure that the developer will add more evergreen trees along that property line. Commissioner Shaw asked if they will require a shared driveway maintenance agreement to be recorded between the three lot owners. Ms. Dodds replied yes, they can make that a condition of approval.

The applicant, Paul Jacques, explained that in the over 8 years that he has owned the property, he has added over 50 trees and a lot of bushes for privacy. Along Mr. Lisiak's property, there already exists a good-sized buffer. He would add additional trees to add to the privacy, but he does not think that it should be a requirement.

Vice Chairman Purtill asked how many feet are between the driveway and the property line. Mr. Mihok stated approximately 6-8 feet, so there is enough room to plant something. Mr. Jacques added that Mr. Lisiak lives on a shared driveway, and on either side of that driveway, there are no plantings or fence.

Vice Chairman Purtill suggested the applicant return to the Plans Review Subcommittee for a review of reasonable screening, in conformity with what the applicant is saying to the Commission. Commissioner Hassett added that Mr. Lisiak has the option to plant trees on his property too, if he wants additional screening. This site is not going to be a major thoroughfare. Commissioner Hassett stated that Vice Chairman Purtill's recommendation that the applicant return to the TPZ Subcommittee was fair. Chairman Zanolungo agreed. Secretary Botelho asked when they would come back to the subcommittee. Commissioner Hassett suggested that once the road is in seems like a reasonable time.

Motion by: Secretary Botelho

Seconded by: Commissioner Hassett

MOVED, that the Town Plan and Zoning Commission approve the application of Guaranteed Maintenance and Development, LLC (Paul Jacques) for subdivision approval and a Section 6.8 Rear Lot Special Permit and a sidewalk waiver request – proposed 2-lot Dorothy's Place Subdivision - 181A Main Street – Rural Residence Zone and Groundwater Protection Zone 1, in accordance with the following plans:

“SUBDIVISION PLAN DOROTHY'S PLACE 1 SUBDIVISION 181A MAIN STREET GLASTONBURY, CONNECTICUT PREPARED FOR JACQUES DEVELOPMENT, LLC RICHARD F. MIHOK, P.E. CONSULTING ENGINEER 18 LAUREL LANE MARLBOROUGH, CONNECTICUT 06447 (860) 295-9049 DATE: 11-25-2019 SCALE: 1" = 40' REVISIONS TOWN COMMENTS 04-27-2020 SHEET 1 OF 3”

“SITE DEVELOPMENT PLAN DOROTHY'S PLACE 1 SUBDIVISION 181A MAIN STREET GLASTONBURY, CONNECTICUT PREPARED FOR JACQUES DEVELOPMENT, LLC RICHARD F. MIHOK, P.E. CONSULTING ENGINEER 18 LAUREL LANE MARLBOROUGH, CONNECTICUT 06447 (860) 295-9049 DATE: 11-25-2019 SCALE: 1" = 40' REVISIONS TOWN COMMENTS 04-27-2020 SHEET 2 OF 3”

“DETAILS & SOILS DATA DOROTHY’S PLACE 181A MAIN STREET GLASTONBURY, CONNECTICUT PREPARED FOR JACQUES DEVELOPMENT, LLC RICHARD F. MIHOK, P.E. CONSULTING ENGINEER 18 LAUREL LANE MARLBOROUGH, CONNECTICUT 06447 (860) 295-9049 DATE: 11-25-2019 SCALE: NO SCALE REVISIONS TOWN COMMENTS 04-27-2020 SHEET 3 OF 3

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 at their Regular Meeting of June 11, 2020.
 - b. The standards contained in a report from the Fire Marshal, File 20-030, plans reviewed 07-14-2020.
2. In adherence to:
 - a. The Assistant Town Engineer’s memorandum dated July 15, 2020.
 - b. The Police Chief’s memorandum dated June 25, 2020.
 - c. The Sanitarian’s memorandum dated June 8, 2020.
3. Once the driveway is constructed, the applicant shall appear before the Plans Review Subcommittee to determine if additional screening is required for buffering along the northern property line of 53 Old Maids Lane (lot 7 of the Glastonbury Hunt Subdivision).
4. A driveway maintenance agreement shall be required for the maintenance of the shared driveway and recorded for the land records.
5. This is a Subdivision approval with a Section 6.8 Rear Lot Special Permit. 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. Application of Guaranteed Maintenance and Development, LLC (Paul Jacques) for subdivision approval and a Section 6.8 Rear Lot Special Permit and a sidewalk waiver request - proposed 4-lot Dorothy's Place II Subdivision - 180 Main Street - Rural Residence Zone and Groundwater Protection (overlay) Zones 1 & 2

Mr. Mihok, the engineer for this four-lot subdivision, explained that this is an 8 to 8.5-acre parcel on the east side of Main Street. They propose two frontage lots and two rear lots, as well as a conservation easement across the majority of the rear lots because there are wetlands. They will utilize the two curb cuts that currently exist. On-site septic systems and MDC water will serve each of the proposed lots. Lot 3 sits at a higher elevation, so they will do some grading to get the

driveway grades within reason. They also propose a sign for the common driveway at Main Street/Route 17, to indicate that this is a private driveway called Dorothy's Way.

Chairman Zanolungo asked if there is any reason why they would not have all four houses access from the main driveway and get rid of one of the curb cuts. Mr. Mihok does not believe that all four houses can have access to one driveway.

Chairman Purtill asked about the naming of the private way. Mr. Mihok explained that it is a private driveway, which will help the police and fire departments for ingress and egress.

Mr. Mullen added that, for both of these subdivisions, the applicant has applied for a sidewalk waiver because there are already sidewalks on Main Street. Commissioner Shaw asked about the common driveway maintenance agreement. Ms. Dodds stated that they will include it as a condition for approval.

Commissioner Zanolungo opened the floor for public comment. With no comments, he closed the hearing.

Motion by: Secretary Botelho

Seconded by: Commissioner Shaw

MOVED, that the Town Plan and Zoning Commission approve the application of Guaranteed Maintenance and Development, LLC (Paul Jacques) for subdivision approval and a Section 6.8 Rear Lot Special Permit and a sidewalk waiver request – proposed 4-lot Dorothy's Place II Subdivision - 180 Main Street – Rural Residence Zone and Groundwater Protection (overlay) Zones 1 & 2, in accordance with the following plans:

“SUBDIVISION PLAN DOROTHY’S PLACE II SUBDIVISION 180 MAIN STREET GLASTONBURY, CONNECTICUT PREPARED FOR JACQUES DEVELOPMENT, LLC. RICHARD F. MIHOK, P.E. CONSULTING ENGINEER 18 LAUREL LANE MARLBOROUGH, CONNECTICUT 06447 (860) 295-9049 DATE: 11-25-2019 SCALE: 1” = 40’ SHEET 1 OF 4 REVISIONS TOWN COMMENTS 04-27-2020”

“SITE DEVELOPMENT PLAN DOROTHY’S PLACE II SUBDIVISION 180 MAIN STREET GLASTONBURY, CONNECTICUT PREPARED FOR JACQUES DEVELOPMENT, LLC. RICHARD F. MIHOK, P.E. CONSULTING ENGINEER 18 LAUREL LANE MARLBOROUGH, CONNECTICUT 06447 (860) 295-9049 DATE: 11-25-2019 SCALE: 1” = 40’ SHEET 2 OF 4 REVISIONS TOWN COMMENTS 04-27-2020”

“DETAILS & SOILS DATA DOROTHY’S PLACE II SUBDIVISION 180 MAIN STREET GLASTONBURY, CONNECTICUT PREPARED FOR GUARANTEED MAINTENANCE & DEVELOPMENT, LLC. RICHARD F. MIHOK, P.E. CONSULTING ENGINEER 18 LAUREL LANE MARLBOROUGH, CONNECTICUT 06447 (860) 295-9049 DATE: 11-25-2019 SCALE: 1” = 40’ SHEET 4 OF 4 REVISIONS TOWN COMMENTS 04-27-2020”

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 at their Regular Meeting of June 11, 2020.
 - b. The standards contained in a report from the Fire Marshal, File 20-029, plans reviewed 07-14-2020.
2. In adherence to:
 - a. The Assistant Town Engineer's memorandum dated July 15, 2020.
 - b. The Police Chief's memorandum dated June 25, 2020.
 - c. The Sanitarian's memorandum dated July 1, 2020.
3. A driveway maintenance agreement shall be required and shall be filed on the land records.
4. This is a Subdivision approval with a Section 6.8 Rear Lot Special Permit. 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}.

3. Application of EASTERN AVE HOLDINGS LLC for a Section 12 Special Permit with Design Review - 55-space parking lot to accommodate patrons at Central Rock Gym at 259 Eastern Boulevard - 233 Eastern Boulevard - Planned Employment Zone and Groundwater Protection Zone 1

Attorney Peter Alter of Alter & Pearson, LLC, represented his client, Ed Hardy and Eastern Avenue Holdings, with respect to the proposed parking lot. He explained that Mr. Hardy purchased 259 Eastern Boulevard in 2012, and has invested his time and money into building a successful facility, which is experiencing difficulties from COVID-19. The 233 Eastern Boulevard property is about one acre, and a use variance was secured to allow for the property to just be a parking lot. Mr. Hardy has a 10-year lease with the property owner of 233 Eastern Boulevard. The Community Beautification Committee and Conservation Commission both gave the project positive recommendations.

Mr. Mark Friend, PE, LEED AP, project engineer from Megson, Heagle, and Friend, explained that the existing property slopes from south to north, and quite a portion of the site is in the wetlands area. The grading follows the slopes of the existing land. They propose a sidewalk to connect the cars parked on the #233 property to the #259 property. The lighting plan includes 12-foot poles on a 2-foot base. The full cutoff light fixtures are dark sky compliant LED lights. The landscape plan is a combination of new deciduous trees and the existing vegetation. The berm in the front is planted to screen vehicles from Eastern Boulevard.

Secretary Botelho asked how many parking spaces are in the existing lot. Mr. Friend replied about 80. Secretary Botelho summarized that they are adding an additional 55 spaces for this proposed site. He asked, in terms of the lighting, how does the existing lot compare to the proposed project? Mr. Friend explained that the lighting will be similar to the existing parking lot, where the pole light is 20 feet.

The Secretary then asked about sidewalks. Mr. Alter remarked that there are no sidewalks on Eastern Boulevard in the immediate vicinity of the property. Mr. Mullen explained that the applicants for a proposed office condominium complex located at the intersection of Eastern Boulevard and Addison Road will be installing sidewalks along the Eastern Boulevard frontage of their property in anticipation of the multi-purpose trail. Ms. Dodds added that the Town Engineer recommends that sidewalks be installed to form connectivity for bike safety and a parallel off-road system as a safer alternative to Hebron Avenue. Attorney Alter stated there is no plan at this time that he is aware of to make connectivity in that area. At some point, 233 Eastern Boulevard could be developed into something more than just a parking lot, but it is unfair of the Town to impose this economic burden on the applicant to pay for those sidewalks.

Ed Hardy, the applicant, explained that he is incredibly excited to serve the Glastonbury community. While he would love to work with the town on the sidewalk, given the current situation, it would pose a sizable difficulty. Chairman Zanolungo agreed with Vice Chairman Purtil's suggestion to put off installation of the sidewalk until the property is developed into something more than a parking lot. Commissioner Shaw agreed and suggested they work with the applicant. Commissioner Griffin asked if there is anything that requires a sidewalk on this property or is it just discretionary at this point. Ms. Dodds stated that it is discretionary.

Secretary Botelho supports adding a condition that this cost will not be imposed on the applicant. He supports the proposal that sidewalks be installed if the lot is ever developed into something other than a parking lot. Commissioner Hassett agreed and asked how they derived the number of 55 parking spots. Mr. Alter explained that there is a restriction on the northern end of the property because of wetlands.

Chairman Zanolungo opened the floor for public comment. With no comments, he closed the public hearing.

Motion by: Secretary Botelho

Seconded by: Commissioner Hassett

MOVED, that the Town Plan & Zoning Commission approve the application of EASTERN AVE HOLDINGS LLC for a Section 12 Special Permit with Design Review – 55-space parking lot to accommodate patrons at Central Rock Gym at 259 Eastern Boulevard – 233 Eastern Boulevard – Planned Employment Zone and Groundwater Protection Zone 1, in accordance with the following plans:

“SITE PLAN/EROSION & SEDIMENTATION CONTROL PLAN #259 & #233 EASTERN BOULEVARD PREPARED FOR CENTRAL ROCK GYM GLASTONBURY, CONN. MEGSON, HEAGLE & FRIEND 81 RANKIN ROAD GLASTONBURY, CONN. 06033

PHONE (860)-659-0587 CK. BY: MWF DRW. BY: PEJ DATE: 2-20-20 SCALE: 1"= 20'
SHEET 1 OF 2 MAP NO. 85-19-1SP"

"NOTES & DETAILS #259 & #233 EASTERN BOULEVARD PREPARED FOR CENTRAL
ROCK GYM GLASTONBURY, CONN. MEGSON, HEAGLE & FRIEND 81 RANKIN ROAD
GLASTONBURY, CONN. 06033 PHONE (860)-659-0587 CK. BY: MWF DRW. BY: TCJ
DATE: 2-20-20 SCALE: NONE SHEET 2 OF 2 MAP NO. 85-19-1SP"

"LANDSCAPE PLAN PROPOSED PARKING LOT 259 & 233 EASTERN BOULEVARD
PREPARED FOR CENTRAL ROCK GYM GLASTONBURY, CONNECTICUT THOMAS
GRACEFFA LANDSCAPE ARCHITECT, LLC 19 FLAG DRIVE MANCHESTER,
CONNECTICUT 06042 815-742-1930 THOMASGRACEFFA1@GMAIL.COM DATE:
04/18/2020 SCALE: 1" = 20' SHEET 1 OF 1 A-XX-XXX-LS FILE: 19050.DWG"

And

1. In compliance with:
 - a. The conditions set forth by the Conservation Commission / Inland Wetlands and Watercourses Agency, in their recommendation for approval to the Town Plan and Zoning Commission and the Wetlands Permit issued at their Regular Meeting of June 25, 2020.
 - b. The recommendations as contained in the minutes of the February 12, 2019 Community Beautification Committee meeting.
2. In adherence to:
 - a. Comments numbered 2 through 8 of the Town Engineer's memorandum dated July 15, 2020.
 - b. The Police Chief's memorandum dated July 10, 2020.
 - c. The Health Director's memorandum dated July 15, 2020.
3. Sidewalks shall be installed by the applicant if the lot is developed beyond a parking lot; the Town can choose, at any time, to install sidewalks at the Town's expense.
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 passed unanimously {6-0-0}.

4. **Application of FERFELDT INVESTMENTS LLC for a Section 12 Special Permit with Design Review - construction of a one story, 3,511± square foot Chase Bank upon the razing of 2 existing office structures - 109-117 New London Turnpike - Town Center Zone**

Attorney Meghan Hope of Alter & Pearson, LLC, represented the applicant. She explained that they are proposing to demolish both existing buildings and construct a one-story Chase Bank. This is their 11th meeting regarding this proposal. She noted that the subcommittee wanted an increase in greenspace along New London Turnpike and Hebron Avenue. They propose 28 parking spaces, which exceed what is required by the zone. There is a dumpster enclosure, which is fully enclosed by a fence, and an emergency exit on the south side of the building. The Community Beautification Committee's comments were incorporated into the plan.

Jeff Bord, PE, Project Manager from Bohler Engineering, explained that the southeast corner of the site has an existing bike ramp, which will remain as is. The grading and drainage will be upgraded from what is currently there. They will have LED lights, and all 7 light poles have been brought down to 12 feet. Kelly Mejia, Architect from TPG Architecture, explained that they have taken into consideration the recommendations from the TPZ Subcommittee and moved away from the modern design they had originally proposed. The resulting design is more in keeping with the context of Glastonbury. Attorney Hope added that they have proposed wall signs: two signs on the north elevation, one on the west elevation, and a larger wall sign on the south elevation facing Hebron Avenue, as well as a proposed ATM sign.

Commissioner Hassett asked if the applicant expects that a drive-thru would be needed because of COVID-19. Attorney Hope stated that they have extra parking spaces so if the current ATM element would have to be turned into something more than an ATM, they would have room. Commissioner Hassett asked about the construction timeline and about the types of vehicles needed to construct this project. Mr. Dordas explained that the project will take about six months to complete, and they intend to keep all of their construction inside a fenced area.

Chairman Zanlungo opened the floor for public comment.

Deborah Dauphinais of 264 Woodfield Crossing, explained that she is part of an advocacy group for bicyclists. Their concern is that the curb cut on Hebron Avenue will lead to fatal bicycle collisions. The members of the Bike Advisory Group are very concerned about this.

Attorney Hope added that there can be a condition of approval for the bicycle sidewalk access ramp to the east to be moved; she will contact the engineering department. Vice Chairman Purtill asked why they need two curb cuts into this property. Why are they bringing in that extra driveway on Hebron Avenue? Attorney Hope explained that they wanted to increase the access points off both streets. Chairman Zanlungo suggested they move the bike ramp down a little. Commissioner Shaw expressed concern at the egress. He does not see why people need to leave through the Hebron Avenue egress.

Ron DeGray of 120 Cricket Lane, agreed with Ms. Dauphinais about the parking lot ingress/egress.

Commissioner Griffin asked what the difference will be between the vehicle traffic now and with this project. Attorney Hope explained that there would be fewer trips generated with the new use than what is there now.

Secretary Botelho stated that they can add a condition where Town staff will examine relocation of the bike ramp on Hebron Avenue. Vice Chairman Purtill asked who will pay for that. She does not think that they can make the applicant pay for it, if it is not a part of their property. Mr. Dordas explained that Chase Bank will look at rectifying the bike issue. But once it is done, he asked, who will continue maintaining it. Secretary Botelho stated that the applicant will coordinate with Town staff regarding the potential relocation of the bike rack on Hebron Avenue and adequate and appropriate signage.

With no further discussion, Chairman Zanlungo closed the public hearing.

Motion by: Secretary Botelho

Seconded by: Commissioner Hassett

MOVED, that the Town Plan & Zoning Commission approve the application of FERFELDT INVESTMENTS LLC for a Section 12 Special Permit with Design Review – construction of a one story, 3,511± square foot Chase Bank upon the razing of 2 existing office structures – 109-117 New London Turnpike – Town Center Zone, in accordance with the following plans:

“COVER SHEET PROPOSED SITE PLAN DOCUMENTS FOR J.P. MORGAN CHASE PROPOSED DEVELOPMENT 109-117 NEW LONDON TURNPIKE HARTFORD COUNTY TOWN OF GLASTONBURY, CT MAP, STREET & LOT D5-4760-N0012A BOHLER 16 OLD FORGE ROAD, SUITE A ROCKY HILL, CT 06067 PHONE: (860) 333-8900 FAX: (508) 480-9080 WWW.BOHLERENGINEERING.COM PROJECT NO.: CT191004 DRAWN BY: MLT CHECKED BY: JGB DATE: 02/26/20 CAD I.D.: CT191004SS4 SHEET NUMBER: C-101 REVISION 2 – 06/23/20”

“APPROVAL LETTER SHEET PROPOSED SITE PLAN DOCUMENTS FOR J.P. MORGAN CHASE PROPOSED DEVELOPMENT 109-117 NEW LONDON TURNPIKE HARTFORD COUNTY TOWN OF GLASTONBURY, CT MAP, STREET & LOT D5-4760-N0012A BOHLER 16 OLD FORGE ROAD, SUITE A ROCKY HILL, CT 06067 PHONE: (860) 333-8900 FAX: (508) 480-9080 WWW.BOHLERENGINEERING.COM PROJECT NO.: CT191004 DRAWN BY: MLT CHECKED BY: JGB DATE: 02/26/20 CAD I.D.: CT191004SS4 SHEET NUMBER: C-102 REVISION 2 – 06/23/20”

“SITE LAYOUT PLAN PROPOSED SITE PLAN DOCUMENTS FOR J.P. MORGAN CHASE PROPOSED DEVELOPMENT 109-117 NEW LONDON TURNPIKE HARTFORD COUNTY TOWN OF GLASTONBURY, CT MAP, STREET & LOT D5-4760-N0012A BOHLER 16 OLD FORGE ROAD, SUITE A ROCKY HILL, CT 06067 PHONE: (860) 333-8900 FAX: (508) 480-9080 WWW.BOHLERENGINEERING.COM PROJECT NO.: CT191004 DRAWN BY: MLT CHECKED BY: JGB DATE: 02/26/20 CAD I.D.: CT191004SS4 SHEET NUMBER: C-301 REVISION 2 – 06/23/20”

“GRADING AND DRAINAGE PLAN PROPOSED SITE PLAN DOCUMENTS FOR J.P. MORGAN CHASE PROPOSED DEVELOPMENT 109-117 NEW LONDON TURNPIKE HARTFORD COUNTY TOWN OF GLASTONBURY, CT MAP, STREET & LOT D5-4760-N0012A BOHLER 16 OLD FORGE ROAD, SUITE A ROCKY HILL, CT 06067 PHONE:

(860) 333-8900 FAX: (508) 480-9080 WWW.BOHLERENGINEERING.COM PROJECT NO.:
CT191004 DRAWN BY: MLT CHECKED BY: JGB DATE: 02/26/20 CAD I.D.:
CT191004SS4 SHEET NUMBER: C-401 REVISION 2 – 06/23/20”

“SOIL EROSION CONTROL NOTES & DETAILS SHEET PROPOSED SITE PLAN
DOCUMENTS FOR J.P. MORGAN CHASE PROPOSED DEVELOPMENT 109-117 NEW
LONDON TURNPIKE HARTFORD COUNTY TOWN OF GLASTONBURY, CT MAP,
STREET & LOT D5-4760-N0012A BOHLER 16 OLD FORGE ROAD, SUITE A ROCKY
HILL, CT 06067 PHONE: (860) 333-8900 FAX: (508) 480-9080
WWW.BOHLERENGINEERING.COM PROJECT NO.: CT191004 DRAWN BY: MLT
CHECKED BY: JGB DATE: 02/26/20 CAD I.D.: CT191004SS4 SHEET NUMBER: C-403
REVISION 2 – 06/23/20”

“LANDSCAPE PLAN PROPOSED SITE PLAN DOCUMENTS FOR J.P. MORGAN CHASE
PROPOSED DEVELOPMENT 109-117 NEW LONDON TURNPIKE HARTFORD COUNTY
TOWN OF GLASTONBURY, CT MAP, STREET & LOT D5-4760-N0012A BOHLER 16
OLD FORGE ROAD, SUITE A ROCKY HILL, CT 06067 PHONE: (860) 333-8900 FAX:
(508) 480-9080 WWW.BOHLERENGINEERING.COM PROJECT NO.: CT191004 DRAWN
BY: MLT CHECKED BY: JGB DATE: 02/26/20 CAD I.D.: CT191004SS4 LAND SHEET
NUMBER: C-601 REVISION 2 – 07/09/20”

“DETAIL SHEET PROPOSED SITE PLAN DOCUMENTS FOR J.P. MORGAN CHASE
PROPOSED DEVELOPMENT 109-117 NEW LONDON TURNPIKE HARTFORD COUNTY
TOWN OF GLASTONBURY, CT MAP, STREET & LOT D5-4760-N0012A BOHLER 16
OLD FORGE ROAD, SUITE A ROCKY HILL, CT 06067 PHONE: (860) 333-8900 FAX:
(508) 480-9080 WWW.BOHLERENGINEERING.COM PROJECT NO.: CT191004 DRAWN
BY: MLT CHECKED BY: JGB DATE: 02/26/20 CAD I.D.: CT191004SS4 SHEET NUMBER:
C-902 REVISION 2 – 06/23/20”

“DETAIL SHEET PROPOSED SITE PLAN DOCUMENTS FOR J.P. MORGAN CHASE
PROPOSED DEVELOPMENT 109-117 NEW LONDON TURNPIKE HARTFORD COUNTY
TOWN OF GLASTONBURY, CT MAP, STREET & LOT D5-4760-N0012A BOHLER 16
OLD FORGE ROAD, SUITE A ROCKY HILL, CT 06067 PHONE: (860) 333-8900 FAX:
(508) 480-9080 WWW.BOHLERENGINEERING.COM PROJECT NO.: CT191004 DRAWN
BY: MLT CHECKED BY: JGB DATE: 02/26/20 CAD I.D.: CT191004SS4 SHEET NUMBER:
C-903 REVISION 2 – 06/23/20”

“ALTA/NSPS LAND TITLE SURVEY CHASE BANK 109-117 NEW LONDON TURNPIKE
MAP D5, BLOCK4760, LOT 12A TOWN OF GLASTONBURY, HARTFORD COUNTY
STATE OF CONNECTICUT CONTROL POINT ASSOCIATES, INC. 352 TURNPIKE ROAD
SOUTHBOROUGH, MA 01722 508.948.3000 – 508.948.3003 FAX DRAWN: PRIMA
REVIEWED: J.R.Z./S.P.P. APPROVED J.C.W. DATE 3-11-19 SCALE 1”=20’ FILE NO. 03-
190013 DWG. NO. 1 OF 2”

“ALTA/NSPS LAND TITLE SURVEY CHASE BANK 109-117 NEW LONDON TURNPIKE
MAP D5, BLOCK4760, LOT 12A TOWN OF GLASTONBURY, HARTFORD COUNTY
STATE OF CONNECTICUT CONTROL POINT ASSOCIATES, INC. 352 TURNPIKE ROAD

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 at their Regular Meeting of June 25, 2020.
 - b. The recommendations as contained in the minutes of the July 8, 2020 Community Beautification Committee meeting.
 - c. The standards contained in a report from the Fire Marshal, File 20-027, plans reviewed 06-23-2020.
2. In adherence to:
 - a. The Town Engineer’s memorandum dated July 16, 2020.
 - b. The Police Chief’s memorandum dated July 10, 2020.
 - c. The Health Director’s memorandum dated July 15, 2020.
3. The applicant shall install a bicycle rack on the site.
4. The applicant will coordinate with town staff regarding the possible relocation of the bike ramp on Hebron Avenue and installation of adequate and appropriate signage for pedestrians and bicyclists.
5. 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.

Disc: Commissioner Shaw explained that he supports the application but has reservations about the egress. Commissioner Hassett echoed Commissioner Shaw, adding that he is hopeful that all construction will be done within the six-month timeframe and that the use is probably comparable to what it was. Vice Chairman Purtill echoed Commissioners Shaw and Hassett. She is somewhat concerned about the egress and ingress but moving the bike entrance ramp further should solve the problem. The landscaping looks good. Chairman Zanlungo thanked the applicant and their team for all the work they did on this application.

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 July 7, 2020 Regular Meeting**

Motion by: Commissioner Griffin

Seconded by: Commissioner Hassett

Result: The minutes were accepted as presented {5-0-1}.

Vice Chairman Purtill abstained since she was not present at the July 7 meeting.

3. Section 8-24 Connecticut General Statutes Referral from the Town Council regarding voter approval of a \$3M authorization and appropriation for land acquisition and preservation

Ms. Dodds explained that this open space preservation is consistent with the Town's Plan of Conservation and Development.

Motion by: Secretary Botelho

Seconded by: Vice Chairman Purtill

RESOLVED, that the Plan and Zoning Commission of the Town of Glastonbury approves the following project pursuant to Section 8-24 of the General Statutes of Connecticut:
Purchase of development rights and acquisition of land pursuant to the Town's ordinance establishing a Reserve for Land Acquisition, as it may hereafter be amended from time to time. Such funds shall be used for the purchase of development rights and/or the acquisition of land but only after referral of the proposed purchase or acquisition to the Town Plan and Zoning Commission and after public hearing as required by said ordinance and approval by the Town Council.

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

4. CONSENT CALENDAR *None*

- a. Scheduling of Public Hearings for Regular Meeting of August 18, 2020: **to be determined**

5. Chairman's Report *None*

6. Report from Community Development Staff *None*

There being no further business to discuss, Chairman Zanolungo adjourned the meeting at 9:57 P.M.

Respectfully Submitted,

Lilly Torosyan

Lilly Torosyan

Recording Clerk