

**MEMORANDUM**

**OFFICE OF COMMUNITY DEVELOPMENT**

**SECTION 12.9 MINOR CHANGE  
EXPANSION OF AN EXISTING FARM MARKET  
529 WOODLAND STREET  
SPECIAL MEETING DATE : MARCH 2, 2021**

**MEETING ITEM**  
03-02-2021 AGENDA

**EXECUTIVE SUMMARY**

**To:**  
Town Plan and Zoning  
Commission

**From:**  
Office of Community  
Development Staff

**Memo Date:**  
February 26, 2021

**Zoning District:**  
Rural Residence (RR)  
Zone

**Applicants/Owners :**  
Joseph and Sandra  
Dondero

- The applicants are proposing a 12-foot by 21-foot (252 square foot) expansion to the existing farm market at 529 Woodland Street.
- Section 7.2.c of the Building-Zone Regulations states that any enlargement or alteration of an existing farm market shall be deemed as a Section 12.9 Minor Change.
- The applicant was granted 12.9 Minor Changes for the expansion of the farm market at this location in 2001, 2007 and 2008.
- The Plans Review Subcommittee reviewed the proposal at their meeting of January 13, 2021 where they had no issue with the project.

**REVIEW**

Included for Commission review are the following:

- Town of Glastonbury staff memoranda
- A floor plan
- Elevation drawings
- Minutes from the January 13, 2021 meeting of the Plans Review Subcommittee



Aerial view of 529 Woodland Street looking north

### **SITE DESCRIPTION**

The site is a 23-acre farm located in the Rural Residence Zone on the east side of Woodland Street in South Glastonbury. The site has a residence and several accessory farm structures. Access to the site is through a curb cut on the west side of the property off Woodland Street.

### **ADJACENT USES**

The site is surrounded by agricultural and residential uses.

### **PROPOSAL**

The applicants propose to construct a 12-foot wide by 21-foot deep addition on the east side of the existing farm market building. The approximately 252 square foot addition will be used for table space and to allow the farm market to comply with COVID-19 social distancing requirements. The proposed addition will be designed and constructed to match the existing farm market structure.

### **PARKING**

The existing retail space is approximately 756 square feet, which minimally requires 5 parking spaces. The proposed addition will increase the retail space to approximately 1,008 square feet, increasing the parking requirement to 7 spaces. The site has 19 on-site parking spaces including one handicapped accessible space which exceeds the minimum number of spaces required by the Building-Zone Regulations.



### **ZONING ANALYSIS & CONSISTENCY WITH PLAN OF CONSERVATION AND DEVELOPMENT**

Section 7.2 of the Building Zone Regulations states that any enlargement or alteration of an existing farm market shall be deemed as a Section 12.9 Minor Change. The proposed addition meets all the requirements of Section 12.9 and Section 7.2.c with regard to Farm Markets.

The project is consistent the following policies of the 2018—2028 Plan of Conservation and Development:

#### **Planning Area 3—Rural**

- Maintain and support the continuation of family agriculture and its related activities such as farm stands and food service operations, thus preserving agricultural land through economic success. Promote and support local, State and Federal legislation, programs and funding which may assist the preservation of the family farms and agriculture in general.

Pertinent staff correspondence and draft motions are attached.

TOWN PLAN AND  
ZONING COMMISSION

SECTION 12 .9 MINOR CHANGE

APPLICANT / OWNER: JOSEPH AND SANDRA DONDERO  
529 WOODLAND STREET  
SOUTH GLASTONBURY, CT 06073

FOR: 529 WOODLAND STREET

MOVED, that the Town Plan & Zoning Commission approve the application of Joseph and Sandra Dondero for a Section 12.9 Minor Change to allow for an expansion to an existing farm market – 529 Woodland Street– Rural Residence Zone, in accordance with plans on file with the Office of Community Development:

And:

1. In compliance with the standards contained the Fire Marshal report # 21-011, plans reviewed 02-26-21.
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  
MARCH 2, 2021

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ROBERT J. ZANLUNGO JR., CHAIRMAN

February 26, 2021

**MEMORANDUM**

To: Jonathan E. Mullen, Planner

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



Re: 529 Woodland Street – Farm Market Expansion

I have reviewed plans and documents associated with the above-referenced application and have no comments or concerns pursuant to the proposal.

DAP/dl



**TOWN OF GLASTONBURY**  
**FIRE MARSHAL'S OFFICE**

**TP&Z Application Review FMO # 21-011**

The construction documents/plans/ diagrams have been reviewed and appear to be in substantial compliance with the requirements of the code.

Project: **Dondero Farm Stand 21'x 12' addition** Location: **29 Woodland Street**

Deputy Chief Christopher Siwy – Fire Marshal      DATE: **02-26-21**

- **The underside of the existing stair stringers will need to be protected with sheet rock covering.**
- **Provide an emergency light at the upper stair landing**

TOWN PLAN AND ZONING COMMISSION  
PLANS REVIEW SUBCOMMITTEE  
*Portion of* MINUTES OF JANUARY 13, 2021 SPECIAL MEETING

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

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

**529 WOODLAND STREET – proposal for extension of retail sales area – Rural Residence Zone – Joe & Sandy Dondero, applicants**

Sandy Dondero explained that the proposal was to add a 12-foot wide by 24-foot deep, expansion to the east side of the existing farm market at 529 Woodland Street. Ms. Dondero added that the expansion was necessary to allow customers to maintain adequate distance in compliance with COVID-19 guidelines. Ms. Dodds asked if they were working with an architect. She stated that Country Carpenter designed the expansion to match the existing store. There was discussion among the group about the size of the expansion and the process to approve the expansion. Jonathan Mullen explained that the Building-Zone Regulations state that any expansion of a farm market shall be approved with a Section 12.9 Minor Change. The subcommittee was in agreement that the expansion needed to go to the next meeting of the full Commission.

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