

**THE GLASTONBURY TOWN PLAN AND ZONING COMMISSION
REGULAR MEETING MINUTES OF TUESDAY, APRIL 20, 2021**

The Glastonbury Town Plan and Zoning Commission with Jonathan E. 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. Keith Shaw
Mr. Michael Botelho, Secretary
Mr. Christopher Griffin
Ms. Alice Sexton, Alternate

Commission Members Absent

Mr. Raymond Hassett
Mr. Scott Miller, Alternate
Vacancy

Chairman Zanolungo called the meeting to order at 7:01 P.M. He seated Commissioner Sexton in Commissioner Hassett's absence.

PUBLIC HEARINGS

1. Application of Matthew J. Marschat for a Section 6.11 Special Permit – accessory apartment – 212 Manchester Road – Rural Residence Zone

Matthew Marschat stated that he is building the accessory apartment for his mother. Mr. Mullen explained that Mr. Marschat is proposing a 794-square foot accessory apartment on the south side of his home. The main entrance is on the block off the driveway. There will be two entrances and no interior access. All of the utilities will be on the inside of the principal residence. He noted that the memorandum from health was not included in the packet because they needed to do test pits yesterday. They have since confirmed that the test pits are acceptable to have the accessory apartment. He then reviewed the floor plans, which will be built to match the existing house style.

Secretary Botelho stated that, at the subcommittee, they had a few questions which were answered. He does not see any issues.

Chairman Zanolungo opened the floor for public comment.

Najah Raza at 199 Manchester Road, asked how far out the applicant will extend this apartment because she is worried about the view. Mr. Marschat stated that they are not

extending past the house. The extension will go to the rear of his house, so no additional square footage will be added in the front. When he is done with this addition, it will look like it was always there.

With no further comments, Chairman Zanolungo closed the public hearing.

Motion by: Secretary Botelho

Seconded by: Commissioner Sexton

MOVED, that the Town Plan and Zoning Commission approve the application of Matthew J. Marschat for a Section 6.11 Special Permit – accessory apartment – 212 Manchester Road - Rural Residence Zone in accordance with the following plan:

“ZONING LOCATION SURVEY PLAN OF PROPOSED ACCESSORY APARTMENT 212 MANCHESTER ROAD PREPARED FOR MATTHEW & CYNTHIA L. MARSCHAT GLASTONBURY, CONNECTICUT DUTTON ASSOCIATES, LLC 67 EASTERN BOULEVARD GLASTONBURY, CONNECTICUT 06033 TEL: 860-633-9401 FAX: 860-633-8851 EMAIL: JMD@DUTTONASSOCIATESLLC.COM DATE: 02/12/2021 SCALE: 1” = 20’ SHEET 1 OF 1 A-21-035-S FILE: 21035.DWG”

And

1. Compliance with standards contained in a report from the Fire Marshal, File #20-007R, plans reviewed 04-13-2021.
2. Adherence to the Police Chief’s memorandum dated April 13, 2021.
3. Adherence to the Health Department’s memorandum dated April 20, 2021.
4. 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}.

2. Application of WE 35 National Drive LLC, c/o Winstanley Enterprises LLC for a Section 12 Special Permit with Design Review and a Section 20 Groundwater Protection Permit concerning reuse as a motor freight transportation terminal or garage – 107 Eastern Boulevard – Planned Employment Zone & Groundwater Protection Zone 1

Attorney Thomas P. Cody of Robinson & Cole, LLP in Hartford, presented on behalf of the applicants, Amazon. Their professional team has been working with the Amazon team over the past eight months. He noted that they have received favorable recommendations from the CC/IWWA Commission, the Beautification Committee, and the Plans Review Subcommittee. Tonight, they are presenting an improved version of the plan. He explained that Jessica Schumer will describe the basic elements of this project and the operations of the delivery facility.

Jessica Schumer, Manager with Amazon, explained that this facility is the last step that packages will take before customer delivery. At this site, they anticipate 5-10 of those 18-wheeler trucks coming per day to unload packages. At around 9:00/9:30 A.M., the Delivery Service Partners arrive on site. They start their 10-hour shifts around 10:00 A.M., and then the next group leaves, and so on. The site goes quiet until later in the day. They anticipate about 20-30 Amazon Flex drivers per day. These drivers use their own vehicles, like Uber or Lyft.

Matthew Bruton, P.E. with BL Companies, reviewed the site plan. He explained that the existing building is currently vacant. There is a utility easement across the northern end of the property. The facility is approximately 140,000 square feet. The only addition proposed is a canopy along the northern side. The office block is in the lower corner, so the standard parking spaces for employees are on the corner of National Drive and Eastern Boulevard. There will be handicapped parking spaces and frontage sidewalks along Eastern Boulevard and National Drive. There is an existing bus stop on the corner. They are providing several curb cuts on Eastern Boulevard. There are three existing curb cuts on National Drive, but they are closing one and shifting it a little further away. There is a small wetland in the corner of the site, but there will be no direct wetlands impact. They went to the Beautification Committee twice for input on the number of species and layout concerns, as well as the quantity of landscaping that is proposed on the property. They have a variety of trees and shrubs to beautify the existing area.

Currently, there are a series of basins that capture the stormwater. BL Companies proposes adding stormwater management systems to provide peak flow mitigation to retain 50% of the water quality volume per MS4 requirements and to increase water quality with a series of catch basins and a subsurface system with an isolator row. They have also provided plans that detail the soil erosion control. Utilities available on site are being reused for the existing building. They have provided a photometric plan for safety and security. The light poles will be 13 feet in height and LED dark sky compliant. A future consideration are solar panels and concrete pads for future vehicle charging stations.

Vice Chairman Purtill asked how many spaces are being added. Mr. Bruton replied around 100 spaces exist today. There will be a lot more pavement. They have an extra aisle that is unstriped at the moment. Secretary Botelho noted that the memorandum says there will be 325 parking spaces between two parking areas. Mr. Bruton confirmed that is correct. Vice Chairman Purtill added that a memorandum from the Town Engineer states that he needs more data with justification for the parking spaces proposed.

Michael Dion, P.E. with BL Companies, reviewed the traffic analysis for this project. He explained that they did a data collection on traffic signal counts, looking at the morning, midday, and evening commuting peak hours. The volumes were approved. They also did a field inventory. They met with Town staff to see if there were other developments in the area that would affect traffic. They took the traffic that would be generated by two other sites and included them in their study by distributing them into the roadway network. He noted that Amazon has taken a lot of traffic out of the peak hours. The

traffic engineering recommendations are that the site driveways install appropriate stop signs and that stop bars be installed for their appropriate plans.

Commissioner Shaw asked if they have an analysis of what happens during the peak season time in November and December. Mr. Dion replied no because they typically do not design the roadways for any particular season. Commissioner Shaw countered that Amazon's business is unique in that it operates at a much higher level during the holiday season, so he would like to know what that peak is. Mr. Dion stated that the site is limited by the number of parking spaces that are there, so they do not anticipate a large increase in the number of vans going in and out. They would add waves to the off-peak hours, so that it would not impact the peak hours at all. The traffic is confined mostly to the off-peak hours. Mr. Bruton showed the existing street views to further explain the flow.

Christine Peterson, Architectural Project Manager at BL Companies, described the exterior modifications that will be made to the existing facility. The facades will not change, and they will paint it with typical Amazon colors. The largest change is to add the canopy for van loading, which will be on the north elevation. Existing dock doors will remain. Mr. Cody noted that the ratio proposed is one space to 300 square feet per building, which is half as much as a retail or medical office use. Therefore, the amount of parking is not out of character with the neighborhood. The nature of the motor freight use has changed since the regulations were written. It has become skewed from line haul trucks to delivery vans.

Jessica Schumer spoke on the amount of traffic fluctuation throughout the year. The regular portion of their year has a great deal of fluctuation. The site is designed to hit those few days a year when they will have their busiest days. Most stores are not designed to do that, so they create overflows. This site is planning for the worst-case scenario, which does not happen throughout the year.

Vice Chairman Purtill stated that, at the subcommittee meeting, they made it clear that there is no employee parking on the street. She is concerned that the Town Engineer has remaining concerns about the parking plan. Chairman Zanolungo agreed, adding that they rely on Town staff's comments and concerns to form their own decisions. If Mr. Pennington would like to see another curb cut, then the Commission is inclined to table this action until they receive a memorandum stating that the Town Engineer is comfortable with the parking situation. Mr. Bruton stated that while they understand Mr. Pennington's desire to know more about the parking spaces, all of the components of this plan have been designed with the worst-case scenarios in mind.

Secretary Botelho is deferential to a business that says it needs more parking. He is much more concerned when an applicant asks to waive parking because of the concern that they often do not have enough parking. He then asked where the additional curb cut would be. Mr. Bruton explained that it would go as an extension of the drive aisle to Eastern Boulevard, adjacent to the other curb cut. Commissioner Sexton asked what the working hours will be. Ms. Schumer explained that the employees fluctuate throughout the year. The large bulk of them will arrive around 2:00 A.M. and leave around noon.

Commissioner Sexton then asked if the larger trailers are loading docks in the front. Mr. Bruton replied yes, the loading doors face National Drive. Amazon is utilizing some, not all, of them. The ones that are not utilized will be locked. Commissioner Sexton added that the Town Engineer's concern is likely over-paving, but she echoed Secretary Botelho's concern that she does not want to see a situation of insufficient parking.

Commissioner Shaw would feel more comfortable if the applicant gave additional information to Mr. Pennington and then returned for review. There should be a dialogue with the applicant and the Town Engineer. He also recommends that the Commission defer action until that time. Chairman Zanlungo asked how many 18-wheeler trucks went through with the previous tenant, Nabisco/Mondelez, versus what is proposed now. Mr. Bruton stated that there are 20 loading dock facilities there now, but Amazon is planning on using only 6-12 of them in the overnight hours. This is a dramatic drop from the capacity of the existing building. Ms. Schumer pointed out that if they did not receive their requested parking, they would need employees to use off-site parking, which would increase site traffic.

Commissioner Griffin stated that the engineering memorandum does not explain what the purpose of justification is, other than that they are trying to reduce pavement. They are not violating any zoning regulations. He does not like the idea of curb cuts, but he understands if other commissioners have concerns and want more information on that, as well as the Town Engineer.

Mr. Mullen clarified that Mr. Pennington was going over the parking numbers provided, combined with the description of how the site was going to be used, so he did not see where it all added up. Mr. Griffin requested to have Mr. Pennington attend their next meeting so that they could get further clarification on his concerns.

Chairman Zanlungo opened the floor for public comment.

Lesley Mroz at 121 Heywood Drive, stated that many vague words were used tonight by the applicant. She opposes this development because it will add a massive amount of traffic, greatly impacting their residential neighborhood. The junction of Western Boulevard, Hebron Avenue, and Oak Street can get extremely busy, so these 18-wheeler trucks coming in there are neither safe nor wieldy. She then asked a series of questions:

- What percentage will traffic increase on Eastern Boulevard?
- Will there be traffic lights to leave Western Boulevard?
- How much will road repairs cost the Town?
- How much traffic will go on to residential streets?
- How far is traffic going to extend?
- How many towns will be served by this depot in Glastonbury?

Ms. Mroz noted that there are already difficulties turning left onto Addison Road at any time of the day. Amazon is trying to reduce the effect of traffic, but Smith School does not get out during the peak hours in the afternoon. It is located on a very busy street with

no sidewalks. She is concerned about people trying to turn from the preschool onto Eastern Boulevard. There could be six to twelve 18-wheelers arriving, so they might get backed up along National Drive as they come in. She concluded that they need much more specific information on this application before proceeding.

Ms. Schumer replied to some of the concerns. She explained that the vans generally go through a 45-minute drive, but that can vary based on which other sites they have on the map. They have an Amazon site in Bristol and one in South Windsor is opening up. The tractor trailers do not all come at once. They are very scattered. Over 80% of them are overnight.

Mr. Dion then spoke to the traffic considerations. He explained that there are criteria for installing traffic lights and a site of this size would not warrant installing traffic lights because that would not be safe. There will be sidewalks all along the property. They do not anticipate a lot of traffic on the local roads, except for vans making deliveries to the local roads. He then noted that if every single worker and van at this site went via Hebron Avenue, there would be about a 3.5% increase in traffic.

With no further comments, Chairman Zanolungo closed the public hearing.

Motion by: Vice Chairman Purtill

Seconded by: Commissioner Shaw

MOVED, that the Town Plan and Zoning Commission table the public hearing to their next meeting.

Disc: Commissioner Shaw asked that Mr. Pennington be present at their next meeting, in order to receive further clarification from the Town Engineer on his concerns. Mr. Mullen agreed to ask him to attend.

Result: Motion to continue the public hearing was passed unanimously {6-0-0}.

REGULAR MEETING

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

Chairman Zanolungo stated that he has received email correspondence from several citizens, in response to the informal informational public hearing on the Main Street proposal, which have also been posted online:

Ashley Talbot, a former long-term Glastonbury resident, is concerned about the loss of two smoothie shops and also the traffic.

Barbara Rubin of 1699 Main Street, would like to see the referenced site developed but has concerns about the massive development. She believes that the parking is insufficient. There is too much hardscape and not enough green area.

Town Councilman Whit Osgood of 283 Dayton Road, thinks that the proposed development is too dense for the site with no inclusion of off-site parking. The project would have to be smaller.

Barbara Theurkauf of 2027 Main Street, is concerned about the parking available relative to the commercial space and residents. She is worried about incremental traffic heading south on Main Street, which could damage historic homes. She likes the idea of the patio concept and breaking up the front of the building but is not a fan of the dormers.

Deborah Cunningham of 1707 Main Street, is worried about Glastonbury becoming too much like West Hartford. She is also concerned about traffic and would like more green space.

Susan O'Keefe of 128 Hollister Way, does not want to see the Town have a “Blue Back Square Blunder”, which could harm the charming center of Glastonbury.

Evelyn Eisenhardt of 46 Lenox Drive, stated that the proposed density is out of scale for the area and parking is inadequate.

Karen Rutkowski of 47 Douglas Road, is disappointed and disgusted with the politics at play with the Main Street development. She also noted that Peter Alter is the probate judge, but he currently is not. Ms. Rutkowski is also concerned about traffic.

2. Acceptance of Minutes of the March 30, 2021 Special Meeting

Motion by: Commissioner Shaw

Seconded by: Vice Chairman Purtill

Result: Minutes were accepted unanimously {6-0-0}.

3. Acceptance of Minutes of the April 6, 2021 Regular Meeting

Motion by: Commissioner Sexton

Seconded by: Commissioner Shaw

Result: Minutes were accepted unanimously {6-0-0}.

4. CONSENT CALENDAR

- a. Scheduling of Public Hearings for Regular Meeting of April 20, 2021: **to be determined**
- b. Request of Brixmor Residential Shoppes at Fox Run, LLC for a one-year extension to begin substantial construction – Shoppes at Fox Run - 55 Welles Street

Motion by: Commissioner Sexton

Seconded by: Vice Chairman Purtill

Result: Consent calendar was approved unanimously {6-0-0}.

5. Chairman's Report None

6. Report from Community Development Staff

Mr. Mullen stated that they have a new director, Rebecca Augur, who will be taking over Ms. Dodds' position. Her start date is April 30, 2021.

Motion by: Commissioner Griffin

Seconded by: Commissioner Shaw

MOVED, that the Glastonbury Town Plan and Zoning Commission adjourn their regular meeting of April 20, 2021 at 9:00 P.M.

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

Respectfully Submitted,

Lilly Torosyan

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Recording Clerk