

MEMORANDUM

OFFICE OF COMMUNITY DEVELOPMENT

APPLICATION FOR APPROVAL OF A 3-LOT SUBDIVISION  
31 HOPEWELL ROAD—CHURCHILL SUBDIVISION  
MEETING DATE: JUNE 15, 2021

REGULARE MEETING ITEM #3  
06-15-2021 AGENDA

**EXECUTIVE SUMMARY**

**To:**  
Town Plan and Zoning  
Commission

**From:**  
Office of Community  
Development Staff

**Memo Date:**  
June 11, 2021

**Zoning District:**  
Village Residential (VR)  
Zone

**GWP Zone:**  
1

**Applicant / Owner:**  
Contrail, LLC

- The applicant is proposing a 3-lot residential subdivision.
- The subdivision will result in 3 frontage lots on Hopewell Road.
- The applicant is proposing a subsurface infiltration system and rain gardens to provide on-site storm-water management.
- The lots will be served by MDC water and public sewer.
- There are no wetlands on the site.
- The Conservation Commission forwarded a positive recommendation for the proposal to the Town Plan and Zoning Commission on May 27, 2021.
- The applicant has requested a waiver of sidewalk construction.

**REVIEW**

Included for Commission review are the following:

- Site Plans
- Memoranda from Town Staff



**Aerial View of 31 Hopewell Road**

### **ADJACENT USES**

This parcel is surrounded by single family residential to the north and west, a church to the east and a multi-family residence to the south side.

### **SITE DESCRIPTION [Please refer to plan set sheet 3 entitled “Topographical Plan”]**

The site consists of approximately .94 acres located on the north side of Hopewell Road. Soils on the site include Haven and Enfield soils, 3 to 8 percent slopes, and Manchester gravely sandy loam, 15 to 45 percent slopes. The lot slopes gently upward from west to east. There is an existing single family house at the west side of the site.

### **PROPOSAL [Please refer to plan set sheet 2 entitled “Subdivision Plan” and sheet 3 entitled “Topographical Plan”]**

The applicant proposes to create a 3-lot residential subdivision. Lot 1 will be 16,934 square feet, lot 2 will be 12,022 square feet, and lot 3 will be 11,846 square feet. Access to lot 1 will be through an existing 20-foot wide gravel driveway off Hopewell Road. Access to lots 2 and 3 will be through 25-foot wide paved driveways with hammerhead turnarounds near the house.

**WETLANDS [Please refer to plan set sheet 3 entitled “Topographical Plan”]**

There are no wetlands on the site. The Conservation Commission reviewed the plans and provided a favorable recommendation to the TPZ at their May 27, 2021 meeting.

**DRAINAGE [Please refer to plan set sheet 3 entitled “Topographical Plan”]**

Lot 1 will have a rain garden located at the southwest corner that will treat stormwater and allow infiltration. Lots 2 and 3 will also have rain gardens to treat surface stormwater runoff, as well as a subsurface infiltration system to treat stormwater runoff from the rooftops.

**UTILITIES [Please refer to plan set sheet 3 entitled “Topographic Plan” ]**

The proposed rear lot will be served by MDC water and public sanitary sewer.

**SIDEWALKS [Please refer to memorandum entitled “Waiver of Sidewalks Churchill Subdivision Hopewell Rd”]**

The applicant has submitted a sidewalk waiver request. The request is based on the fact that the Subdivision Regulations do not specify sidewalks in the Village Residential Zone and that the Town’s Sidewalk Master Plan specifies that sidewalks will be constructed on the south side of Hopewell Road.

**PLANNING ANALYSIS AND CONSISTENCY WITH THE PLAN OF CONSERVATION AND DEVELOPMENT**

The applicant’s proposal has been reviewed by Town staff and meets all the bulk requirements for the Village Residential Zone, and the requirements of the Subdivision Regulations. The project is also in accordance with the following sections of the 2018—2028 Plan of Conservation & Development:

- **Town-wide Policies:**
  - **Stormwater Management**
    - Promote use of innovative techniques, Low Impact Development (LID) and Best Management Practices to benefit surface water and groundwater quality and overall ecological integrity.
    - Ensure that all new developments adhere to Town policies regarding the State of Connecticut General Permit for the Discharge of Stormwater from Small Municipal Separate Storm Sewer Systems (MS4 General Permit)

Pertinent staff correspondence and draft motions are attached.

TOWN PLAN AND ZONING COMMISSION

FINAL SUBDIVISION APPROVAL

APPLICANT/OWNER: CONTRAIL, LLC  
85 DUG ROAD  
SOUTH GLASTONBURY, CT 06073-0327

FOR: CHURCHILL SUBDIVISION – 31  
HOPEWELL ROAD

MOVED, that the Town Plan and Zoning Commission approve the application of Contrail, LLC, for 3-lot Subdivision–31 Hopewell Road–Village Residential Zone and Groundwater Protection Zone 1, 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 May 27, 2021
  - b. The standards contained in a report from the Fire Marshal, File 21-023, plans reviewed 06-09-2021.
2. In adherence to:
  - a. The Town Engineer’s memorandum dated June 10, 2021.
  - b. The Police Chief’s memorandum dated June 8, 2021.
3. All construction shall be performed in accordance with the following:
  - a. 2002 Connecticut Guidelines for Soil Erosion and Sedimentation Control, as amended
  - b. The Connecticut Stormwater Quality Manual, as amended
  - c. All stormwater discharge permits required by the Connecticut Department of Energy and Environmental Protection (DEEP) pursuant to CGS 22a-430 and 22a-430b
  - d. Section 19 of the Town of Glastonbury Building-Zone Regulations, as amended, the Town of Glastonbury Subdivision and Resubdivision Regulations, as amended, and any additional mitigation measures to protect and/or improve water quality as deemed necessary by the Town.
4. Each property owner shall comply with the long-term maintenance plan and schedule depicted on the approved plans to ensure the performance and pollutant removal efficiency of all privately-owned stormwater management systems.
5. The applicant is hereby notified of their potential obligation to obtain authorization under the DEEP’s General Permit for the Discharge of Stormwater and Dewatering Wastewaters Associated with Construction Activities (“construction general permit”) for

any project that disturbs one or more acres of land, either individually or collectively, as part of a larger common plan, and results in a point source discharge to the surface waters of the state either directly or through a stormwater conveyance system. The applicant shall provide a copy of the Storm Water Pollution Control Plan required by the construction general permit to the Town upon request.

6. This is a Subdivision approval. 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  
JUNE 15, 2021

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ROBERT J. ZANLUNGO JR, CHAIRMAN

TOWN PLAN AND ZONING COMMISSION

WAIVER OF SIDEWALK CONSTRUCTION

APPLICANT/OWNER: CONTRAIL, LLC  
85 DUG ROAD  
SOUTH GLASTONBURY, CT 06073

FOR: CHURCHILL SUBDIVISION – 31  
HOPEWELL ROAD

MOVED, that the Town Plan and Zoning Commission approve the request of Contrail, LLC for a waiver of sidewalk construction in conjunction with a 3-lot Subdivision at 31 Hopewell Road:


APPROVED: TOWN PLAN & ZONING COMMISSION  
JUNE 15, 2021

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ROBERT J. ZANLUNGO JR, CHAIRMAN

## MEMORANDUM

To: Town Plan & Zoning Commission

From: Thomas Mocko, Environmental Planner 

Date: May 28, 2021

Re: **Proposed 3-lot Churchill Subdivision** – 3 frontage lots including an **existing house** at **31 Hopewell Road** (north side) on 0.94 acre – Village Residential Zone and Groundwater Protection Zone 1 – Megson, Heagle & Friend, C.E. & L.S., LLC – **Contrail, LLC (c/o Bradley Churchill), landowner/applicant**

During its Regular Meeting of May 27, 2021, the Conservation Commission recommended to the Town Plan and Zoning Commission subdivision approval concerning the proposed 3-lot Churchill Subdivision at 31 Hopewell Road within the Village Residential Zone and Groundwater Protection Zone 1. 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  
Mark Friend, Megson, Heagle & Friend, C.E. & L.S., LLC

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

MOVED, that the Conservation Commission recommends to the Town Plan & Zoning Commission subdivision approval of Contrail, LLC's proposed 3-lot Churchill Subdivision located at 31 Hopewell Road, in accordance with plans on file in the Office of Community Development, and in compliance with the following conditions:

1. The site plans shall be revised to provide a more detailed detail of the three proposed driveways to each house. The revised detail(s) shall: indicate that each drive be cross-sloped to the west in order to maximize the amount of runoff into the designed rain gardens from land areas uphill/ east of the drive on each lot; and to state/note that no curbing or driveway crown be constructed that would divert runoff onto Hopewell Road. Such revision shall be reviewed by the Environmental Planner or Assistant Town Engineer for their approval prior to the submission of a complete subdivision application to the Town Plan & Zoning Commission.
2. The plot plan required for building permit application shall contain and comply with these conditions of approval. If construction including limits of clearing is proposed in areas other than the indicated locations on these plans, the Office of Community Development shall be notified and the Office of Community Development and the Chairman of the Town Plan and Zoning Commission are hereby authorized to approve or deny the alternative. Each plot plan shall indicate the limits of vegetative clearing, existing and proposed contours, soil erosion and sediment controls, all subsurface drainage, all stockpile areas, and temporary and permanent vegetative stabilization measures, including details of seedbed preparation, seed mix selection, application rates, seeding dates and mulching requirements. Vegetative clearing for stockpiling shall be minimized and subject to the approval of the Environmental Planner.
3. Healthy mature trees shall be preserved and saved when possible. Said trees shall be protected with the use of high visibility construction fence during construction or otherwise protected as required by staff.
4. Dry wells shall be designed and installed to facilitate the roof runoff in order to attenuate increased flows to downgradient receiving water and provide recharge to the groundwater. Such dry well design shall appear on the site plan submitted for a building permit. An as-built statement from the contractor that constructed the dry wells shall be required for obtaining a certificate of occupancy.
5. Tree stumps and blasted rock material shall not be buried at the site.
6. Underground fuel storage tanks shall be prohibited to reduce the potential of contamination to wetlands, watercourses, and groundwater resources.



7. 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.
8. 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.
9. Where applicable, the homebuilder shall explore opportunities to incorporate solar energy options.

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

PROJECT: **Contrail LLC -Bradley Churchill** LOCATION: **31 Hopewell Road**

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

OCCUPANCY CLASSIFICATION: **Group R** FILE # **21-023**

PROPOSED FIRE PROTECTION: **via MDC water main & the GFD**  
ENGINEER'S PLAN: **129-20-1CS** INITIAL PLAN REVISED PLAN **6-1-21**

ENGINEER: **Megson , Heagle & Friend**

ADDRESS: **81 Rankin Road Glastonbury** PHONE: **860-659-0587**

DATE PLANS RECEIVED: **6-7-21** DATE PLANS REVIEWED: **6-9-21**

COMMENTS:

**Please provide address numerals in accordance with the local ordinance & the CT Fire Prevention Code.**

**The developer shall inform all contractors and property owners 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.**

REVIEWED BY

**Deputy Chief Chris Siwy –Fire Marshal**

PAGE 1 OF 1

cc: Applicant  
File

June 10, 2021

**MEMORANDUM**

To: Town Plan and Zoning Commission  
Rebecca Augur, Director of Planning and Land Use Services

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



Re: Churchill Subdivision  
31 Hopewell Road

The Engineering Division has reviewed the plans for the proposed 3-lot Churchill Subdivision located at 31 Hopewell Road prepared by Megson, Heagle and Friend, Civil Engineers and Land Surveyors last revised June 1, 2021 and offers the following comments:

1. A project specific erosion and sediment control plan is required that includes a project narrative, the approximate area of disturbance in acres, and discusses project specific erosion and sediment control issues of concern.
2. The drainage report refers to a proposed underground infiltration system on Lot 1 however the plans depict a rain garden. The required water quality volume for the rain garden on Lot 1 also does not match the computations. Please review and revise.
3. The Engineering Division's current MS4 Permit tracking table should be incorporated into Sheet 3 of 6.
4. The number of plants to be planted in each rain garden should be labeled on the rain garden detail on Sheet 3 of 6.
5. The existing stone wall depicted on Lot 1 should be labeled and identified for protection or removal.
6. The existing maple trees in the Town right-of-way in front of Lots 2 and 3 should be reviewed for health by the Town Tree Warden and labeled on the plans for protection or removal as directed.
7. The proposed footing drain serving Lot 3 is depicted along the snow shelf of Hopewell Road and within the root system of two significant maple trees. If these trees are to remain then this pipe should be redirected across the front corner of Lot 2 through a private drainage easement and into the existing catch basin in front of Lot 2.
8. Applicant shall provide a copy of final stamped and signed plans and drainage report in PDF form to the Town Engineer.



# *Town of Glastonbury*

## *Health Department*

### MEMORANDUM

Date: June 8, 2021

To: Town Planning & Zoning, Conservation & WPCA Commissions

From: Don Kendrick, R.S., Sanitarian

Re: Churchill Subdivision, 31 Hopewell Road  
Megson, Heagle & Friend, Civil Engineers & Land Surveyors, 6/1/2021

The Department recommends approval of this proposal using municipal sanitary sewage disposal with water supplied by the MDC.

Revised 9-22-17



# GLASTONBURY POLICE DEPARTMENT

2108 MAIN ST./P.O. BOX 535/GLASTONBURY, CT 06033-0535/(860)633-8301/FAX (860)652-4290

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## MEMORANDUM

To: Town Plan and Zoning Commission

From: Marshall S. Porter; Chief of Police

Date: June 8, 2021

Subject: Churchill Subdivision- 3 Lots- Final Approval

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Members of the Police Department have reviewed the Application of Bradley Churchill, Contrail, LLC for a final subdivision approval of the 3- lot Churchill Subdivision- 31 Hopewell Road- Village Residential Zone & Groundwater Protection Zone 1.

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

1. That upon completion of the construction the buildings must be properly enumerated to allow for easy identification by all public safety responders. Enumerations must conform to Section 17-19 of the Town Code. In particular, proper numbering at the street.
2. Contact name and phone number provided to the Dispatch Center for issues that arise onsite during construction (24/7)

  
\_\_\_\_\_  
Marshall S. Porter  
Chief of Police

JPH:jph

**MEGSON, HEAGLE & FRIEND**  
CIVIL ENGINEERS & LAND SURVEYORS, LLC  
81 RANKIN ROAD  
GLASTONBURY, CONNECTICUT 06033  
PHONE (860) 659-0587  
FAX (860) 657-4429

June 10, 2021

Mr. Robert J. Zanolungo, Jr., Chairman  
Town Plan & Zoning Commission  
Town of Glastonbury  
2155 Main Street  
Glastonbury, CT 06033

Re: Waiver of Sidewalks  
Churchill Subdivision  
Hopewell Rd

Dear Mr. Zanolungo,

On behalf of the Applicant, I am requesting a waiver of sidewalks in accordance with Section 11.2 of the Subdivision Regulations, for the above referenced subdivision located in Village Residence Zone.

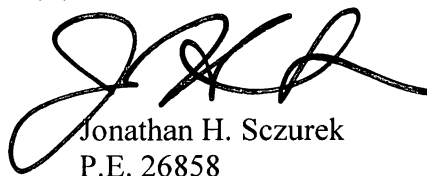
The waiver request is based upon the fact that this project is located in a Village Residence Zone. The Village Residence Zone does not have any sidewalk requirement per Section 11.1 of the Subdivision Regulations, although the property was formerly zoned Residence AA requiring sidewalks on one side of the street.

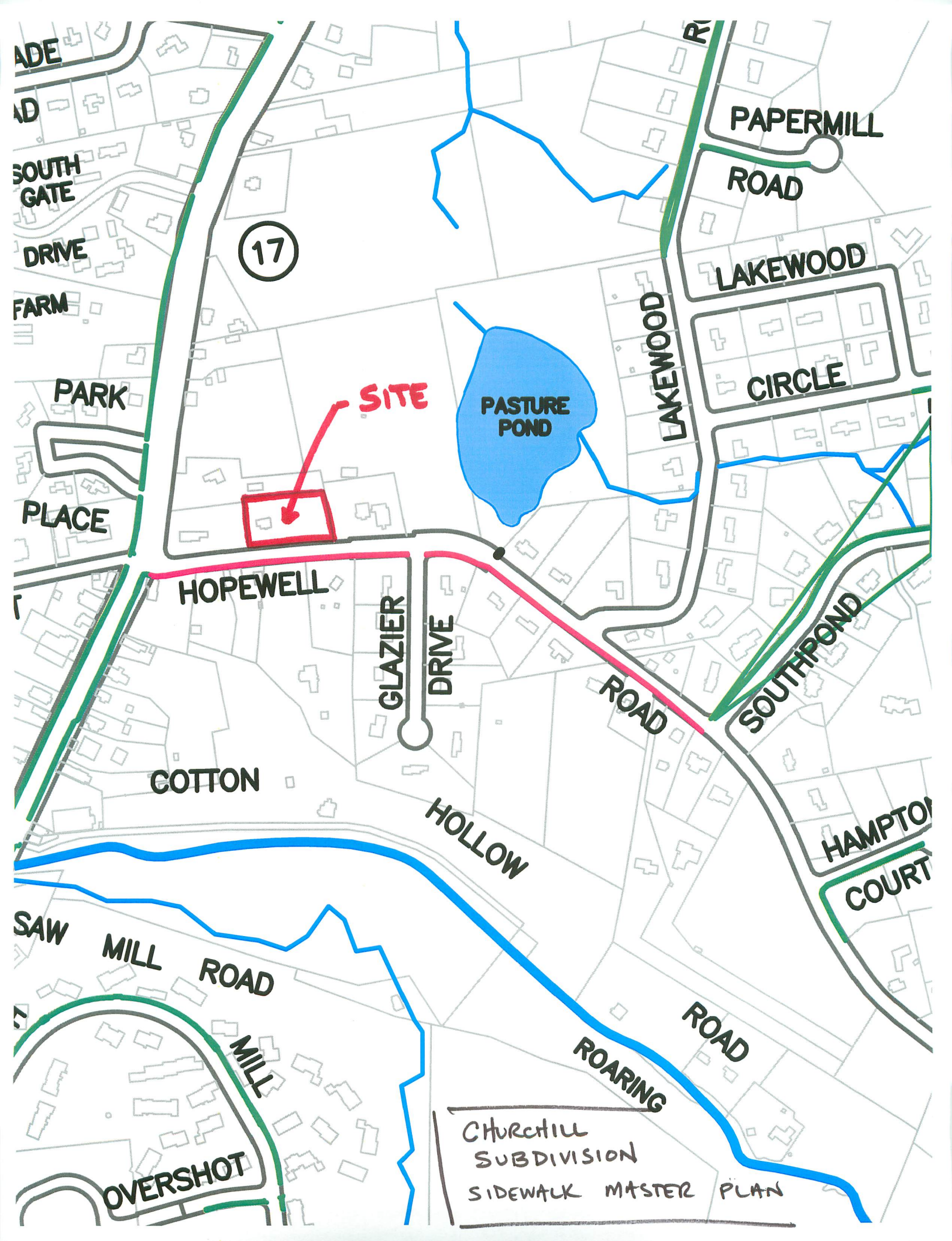
Sidewalk construction was discussed with the Glastonbury Engineering Department, indicating that the Town's Sidewalk Master Plan designates sidewalks to be constructed in the opposite side of Hopewell Rd. in this area. The reason for construction on the South side is due to connections with the existing sidewalks and existing crosswalk on Main Street, connection to Glazier Drive and topography along the frontage of St. Augustines Church. Please see the attached portion of the Sidewalk Master Plan.

In keeping with the policies identified by the Sidewalk Master Plan and the Subdivision Regulations sidewalk requirements for this property are not appropriate.

Thank you for your attention to this matter.

Very truly yours,

  
Jonathan H. Sczurek  
P.E. 26858



ADE  
AD  
SOUTH GATE  
DRIVE  
FARM

17

PAPERMILL  
ROAD

LAKWOOD  
CIRCLE

LAKWOOD  
ROAD

SITE

PASTURE  
POND

PARK  
PLACE

HOPEWELL

GLAZIER  
DRIVE

ROAD

SOUTH  
POND  
ROAD

COTTON

HOLLOW

HAMPTON  
COURT

SAW  
MILL  
ROAD

ROARING  
ROAD

OVERSHOT  
MILL

Churchill  
SUBDIVISION  
SIDEWALK MASTER PLAN