

**THE GLASTONBURY TOWN PLAN AND ZONING COMMISSION  
REGULAR MEETING MINUTES OF TUESDAY, JUNE 15, 2021**

The Glastonbury Town Plan and Zoning Commission with Jonathan E. Mullen, AICP, Planner, and Rebecca Augur, AICP, Director of Planning and Land Use Services, in attendance held a Regular Meeting at 7:00 P.M. in the Council Chambers of Town Hall at 2155 Main Street. The video was broadcast in real time and via a live video stream.

**ROLL CALL**

**Commission Members Present**

Mr. Robert Zanlungo, Jr., Chairman  
Mr. Michael Botelho, Secretary  
Mr. Keith Shaw  
Mr. Raymond Hassett  
Ms. Alice Sexton, Alternate {assigned as voting member}

**Commission Members Absent**

Ms. Sharon Purtill, Vice Chairman  
Mr. Christopher Griffin  
Mr. Scott Miller, Alternate  
*Vacancy*

Chairman Zanlungo called the meeting to order at 7:01 P.M. He seated Commissioner Sexton in the absence of Commissioners Purtill and Griffin.

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**REGULAR MEETING**

**1. Informal session for the purpose of hearing from citizens on Regular Meeting agenda or non-agenda** *None*

**2. Acceptance of Minutes of the June 1, 2021 Regular Meeting**

***Motion by:*** Commissioner Hassett

***Seconded by:*** Commissioner Shaw

***Result:*** Minutes were accepted unanimously {5-0-0}.

**3. Application of Bradley Churchill, Contrail, LLC for final subdivision approval of the 3-lot Churchill Subdivision – 31 Hopewell Road - Village Residential Zone & Groundwater Protection Zone 1**

Mark Friend from Megson, Heagle, & Friend, LLC presented the application on behalf of his client. One house currently exists on the property on lot 1, and two additional lots are proposed which are just under 0.25 acre in size. There is public sewer and public water in the area and no wetlands. The slopes are fairly moderate, with some steeper slopes in the northeast corner, up to 17%. They propose stormwater management measures that are in compliance with all of the

Town's requirements. The rain gardens are sized according to Town standards and MS4 requirements. All requirements for nitrogen loading and infiltration have been met. The Town Engineer, Fire Marshal, Health Department, and Police Department have all provided standard comments with no major issues. The project received a positive recommendation from the Conservation Commission.

Mr. Friend explained that they have designated which trees on the property will be removed and which will remain. He did a site visit yesterday with Park Superintendent Greg Foran, who drafted an email stating that none of the five street trees located along the frontage of lots 2 and 3 are noteworthy. Therefore, he would not prohibit the trees being removed, if that were the applicant's intent. However, should the developer choose to remove any trees, he suggested that trees #2 and #5 be taken down. Mr. Friend explained that the best way to approach this process would be during building permit time, when Mr. Foran would be consulted with each plot plan to see if there is a way to save trees. He noted that the trees may interfere with the sight line, so they may have to be removed anyway, but they will wait and see if that is the case or not.

Originally, this site was zoned Residence AA, which requires sidewalks. The site is now within the Village Residential Zone which does not require sidewalks, so the applicant has requested a sidewalk waiver. Mr. Friend stated that they leave it up to the Commission to determine whether a sidewalk is necessary or not. He noted that the master sidewalk plan shows a sidewalk on the south side of Hopewell Road, and the topography on the north side is difficult for sidewalk construction.

Commissioner Hassett asked to address the Town Engineer's concern raised in his memorandum regarding the drainage report computations and rain garden issue. Mr. Friend explained that, at the Conservation Commission meeting, Mr. Mocko suggested they provide a rain garden for the existing house, but he did not feel that it was necessary to provide roof infiltrators for the existing house.

**Motion by:** Secretary Botelho

**Seconded by:** Commissioner Shaw

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:

“SUBDIVISION PLAN CHURCHILL SUBDIVISION PREPARED FOR CONTRAIL, LLC SOUTH GLASTONBURY, CONN. MEGSON, HEAGLE & FRIEND 81 RANKIN ROAD GLASTONBURY, CONN. 06033 PHONE (860)-659-0587 CK. BY: JLH DRW. BY: TCJ DATE: 5-6-21 SCALE: 1'=20' SHEET 2 OF 6 MAP NO. 129-20-1S REV. 6-1-21 CONSERVATION COMMISSION RECOMMENDATION”

“TOPOGRAPHIC PLAN CHURCHILL SUBDIVISION PREPARED FOR CONTRAIL, LLC SOUTH GLASTONBURY, CONN. MEGSON, HEAGLE & FRIEND 81 RANKIN ROAD GLASTONBURY, CONN. 06033 PHONE (860)-659-0587 CK. BY: MWF DRW. BY: TCJ DATE: 5-6-21 SCALE: 1'=20' SHEET 3 OF 6 MAP NO. 129-20-IT REV. 6-1-21 CONSERVATION COMMISSION RECOMMENDATION”

“CONDITIONS OF APPROVAL CHURCHILL SUBDIVISION PREPARED FOR CONTRAIL, LLC SOUTH GLASTONBURY, CONN. MEGSON, HEAGLE & FRIEND 81 RANKIN ROAD GLASTONBURY, CONN. 06033 PHONE (860)-659-0587 CK. BY: MWF DRW. BY: TCJ DATE: 5-6-21 SCALE: NONE SHEET 6 OF 6 MAP NO. 129-20-1CA REV, 6-1-21 CONSERVATION COMMISSION RECOMMENDATION”

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. The developer shall consult with the Tree Warden at the time of obtaining building permits regarding the preservation of healthy street trees.

7. 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.

**Result:** Motion passed unanimously {5-0-0}.

**Motion by:** Secretary Botelho

**Seconded by:** Commissioner Sexton

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

**Result:** Motion passed unanimously {5-0-0}.

#### **4. CONSENT CALENDAR**

*No action*

- a. Scheduling of Public Hearings for the Regular Meeting of July 6, 2021: **to be determined**

#### **5. Chairman's Report**      *None*

#### **6. Report from Community Development Staff**

Ms. Augur explained that she conveyed the Commission's questions and concerns to the Council regarding the Village District discussion. The Council is now considering broadening their scope to potentially develop design guidelines for a broader area of the community. This would include working with a consultant to develop concepts and architectural features. Ms. Sexton asked if there is a statutory process for this; Ms. Augur replied that there is no statutory process, so the Town would have to develop one.

Ms. Augur then described a few of the major provisions listed in Public Act 2129. The accessory dwelling provision was signed into law, which states that, by January 1, 2023, the Commission must allow administrative approval of accessory dwelling units on any single-family lot, rather than by special permit. The accessory dwelling can be either attached or detached, and the maximum floor areas are either 30% of the net principal unit or 1,000 square feet (whichever is less). Currently, the maximum size allowed is 800 square feet, per Town's regulations. She explained that there are some features that are a little different from the current standards, but the no special permit provision is the primary one.

Ms. Augur noted that there is an opt-on provision, which requires a two-thirds majority by this body with a public hearing and a two-thirds vote by the Council. The Commission will also need to flesh out other things, especially around strengthening obligations for housing opportunities and language on "character." The Commission will need to be more proactive in providing opportunities for multi-dwelling housing and affordable housing, and there will be mandatory training for planning and zoning commissioners.

Commissioner Sexton suggested that, at their next meeting, each commissioner voices whether they are interested in opting out or not. Commissioner Hassett asked if they could opt out of parts of it. Ms. Augur explained that the Commission could opt out of the accessory dwelling component and the parking compliance, which they are already in compliance with anyway. She suggested that, moving forward, they could create a joint committee with the Council which would develop the amendments to make this process seamless.

Ms. Augur will put this item on the next meeting agenda for further discussion.

**Motion by:** Commissioner Hassett

**Seconded by:** Secretary Botelho

MOVED, that the Glastonbury Town Plan and Zoning Commission adjourn their regular meeting of June 15, 2021 at 7:41 P.M.

**Result:** Motion was passed unanimously {5-0-0}.

Respectfully Submitted,

**Lilly Torosyan**

Lilly Torosyan

Recording Clerk