



Town of Glastonbury

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Richard J. Johnson
Town Manager

ITEM #7
09-28-2021 Meeting

September 24, 2021

The Glastonbury Town Council
2155 Main Street
Glastonbury, CT 06033

Re: Town Manager's Report

Dear Council Members:

The following will keep you up to date on various topics.

1. Welcome Signs – Parks and Open Space

This is the proposal to place "welcome signs" at Town parks and open spaces (see attached page). The plan is to fund these signs through current annual operating funds for sign maintenance (funds allocated to street signs, signs at parks and public facilities, etc.). Each year signs are replaced, updated, etc. as part of normal operations. Based on additional review, each welcome sign is expected to cost \$50 - \$100 and unless advised otherwise, signs will be installed as schedules allows. The initial focus will be on active recreation areas and in some locations multiple signs will be installed.

2. Demolition Delay Ordinance

Application is filed per the Demolition Delay Ordinance (copy attached) for the properties at 2277-2289, 2341-2345 and 2389 Main Street. The location of these building is shown on the attached page. The Ordinance explains the process for buildings 75 years and older.

3. Bond Counsel

Day Pitney has served as Bond Counsel to Glastonbury for many years. First through Attorney Edmund See and more recently Attorney Judith Blank. Recently, the bond group at Day Pitney moved to Pullman & Comley. Given the change, an RFQ process was held for Bond Counsel services. The RFQ attracted five respondents. Each was interviewed by a five-member selection committee including Council Chair Gullotta and Board of Finance Chair Constantine. Since work with Bond Counsel is typically through the Town Manager and Director of Finance, the selection committee suggested a final selection from the top-rated firms by the Town Manager.

Based on past experience, the interview process and proposals, the preference is to continue working with Judith Blank and the bond team at Pullman & Comley. Attorney Blank has served the Town well over past years and the team we have worked with most recently is in place at Pullman & Comley.

4. Development Activity

The attached page summarizes residential and commercial development activity in Glastonbury for calendar year 2021 to date. This includes projects approved, pending, constructed and under construction. This report will be updated and forwarded throughout the year.

5. Reserve for Land Acquisition and Preservation

A question was asked at the September 14th meeting concerning the Reserve for Land Acquisition and Preservation and current Bond Authorization. The sequence of recent amendment to the Town Code and available Bond Authorization is as follows:

- Council amends Town Code – May 26, 2020.
- Effective date of amendment June 20, 2020.
- Council approves Bond Authorization per Reserve – \$3.0M July 28, 2020.
- Authorized at Referendum – \$3M November 3, 2020.

As noted, amendment to the Town Code preceded Council action and voter approval of the \$3M Bond Authorization now available for the land purchases approved at the September 14, 2021 meeting.

6. Gymnasium Floor

The attached page shows the new laminate flooring system at the SMS gymnasium(s). This material is in place successfully at the RCC Community Room and was installed this summer at SMS in lieu of the previous poured floor.

7. Town Tag Sale – September 25th

The annual town-wide tag sale typically held in early June will be held on Saturday, September 25th at 8:00 a.m., behind the Academy Complex.

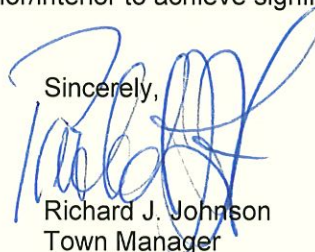
8. Upcoming Programs

- Household Hazardous Waste Collection – Saturdays, September 25th and October 30th from 8:00 a.m. to 1:00 p.m. at the Regional Collection Facility, 321 Olcott Street, Manchester. Proof of residency is required.
- Paper Shred Event – Saturday, October 2nd from 9:00 a.m. to 1:00 p.m. at the Public Works Highway Garage.
- Free Brush Disposal – Saturdays, October 9th and November 6th at Transfer Station and Bulky Waste.
- Leaf Drop – Sundays, October 17th through November 21st (6 weeks) from 8:00 a.m. to 4:00 p.m. at the Transfer Station.
- Compost Bin and Rain Barrels – next sale is planned for April 30, 2022 (spring is most efficient)

9. Energy Efficiency

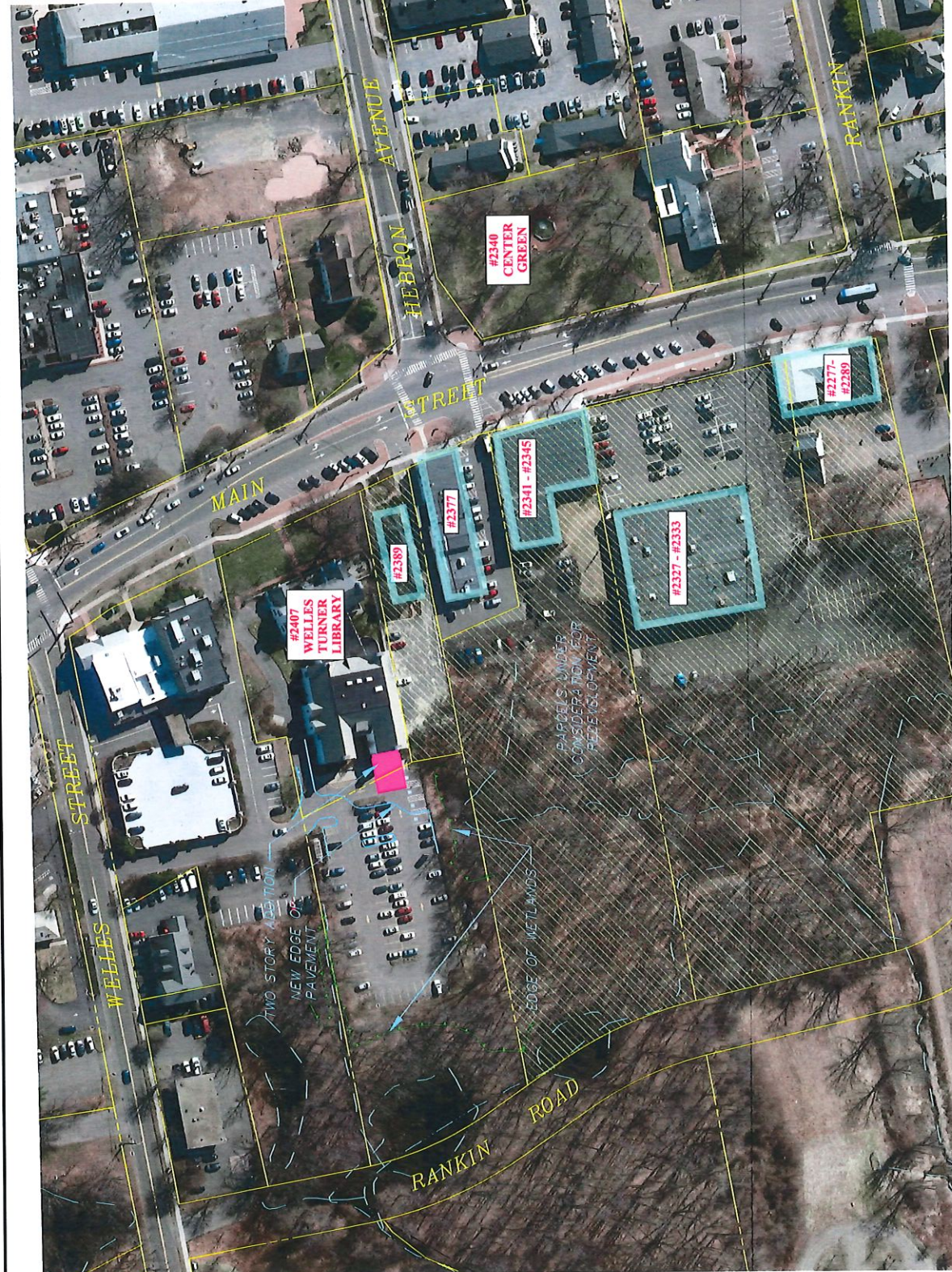
As you know, Glastonbury has a long and successful history of energy efficiency and alternate energy initiatives. A recent example involves relamping of the Center Green with LED lighting. The net cost after rebate totals \$1,600± for the relamping with a less than 2-year payback in energy savings. Most other Town facilities have been relamped with LED lighting (exterior/interior to achieve significant cost efficiencies) or such lighting now being installed.

Sincerely,



Richard J. Johnson
Town Manager





NO.	DESCRIPTION	DATE
1	ISSUE	



SEAL OF THE TOWN OF GLASTONBURY, CONNECTICUT

1 OF 1

FILE: H:\Drawing\Main\230724\Main\230724.dwg Drawing Author: Eng & Matt Stone Proj: 230724 12/27/23

ARTICLE IV. - DEMOLITION OF BUILDINGS¹⁴¹

Footnotes:

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Editor's note— Ord. No. 241, §§ 1—5, 7—9, adopted Nov. 22, 1988, did not specifically amend the Code, hence inclusion herein as Art. IV, §§ 5-61—5-68, was at the discretion of the editor. See the Code Comparative Table for a detailed analysis of inclusion.

State Law reference— State demolition code, G.S. § 29-401 et seq.

Sec. 5-61. - Permit required; requirements.

No person, firm, corporation or other entity shall demolish any building, structure, or part thereof, without first obtaining a permit from the building official. No permit shall be issued until the applicant:

- (1) Files an application for demolition permit with the building official upon a form provided by the town which shall contain, in addition to other such information which may be required: (i) the name and address of the owner of the building to be demolished; and (ii) the address of the building to be demolished; and
- (2) Supplies the building official with a certificate from a licensed exterminator which certifies the premises to be demolished are free from rodent infestation; and
- (3) Submits to the building official an affidavit certifying the age of the structure proposed for demolition. If an applicant is unable to certify to the specific age of the structure, the applicant shall supply an affidavit certifying either that: (i) the structure is more than seventy-five (75) years old, or (ii) the structure is seventy-five (75) years old or less than seventy-five (75) years old.

(Ord. of 11-22-88, § 1)

Sec. 5-62. - Additional requirements.

No person shall be issued a demolition permit unless the provisions of all state statutes, including, without limitation, the provisions of C.G.S. Section 29-407, the state building code and all town ordinances pertaining to the issue of such permits are fully complied with.

(Ord. of 11-22-88, § 2)

Sec. 5-63. - Legal notice procedures.

With respect to any application to demolish a building, structure or part thereof, which is five hundred (500) square feet in size or larger and more than seventy-five (75) years old, in addition to the applicant's complying with the provisions of sections 5-61 and 5-62 above, prior to the issuance of a demolition permit, the building official or his designee shall:

- (1) Publish a legal notice of the demolition permit application in a daily or weekly newspaper having substantial circulation in the municipality. The notice shall be published within fifteen (15) days following the filing of the demolition permit application. Such notice shall state the following: that an application has been filed for a demolition permit; the date of the filing of such application; the location of the property; the name of the owner of the property; and that unless written objection is filed with the building official within thirty (30) days following publication of the notice, the permit may be issued after the expiration of such thirty-day period.

- (2) Within fifteen (15) days following the filing of the demolition permit application, provide by first-class mail a copy of the legal notice required under subsection (1) above, to the owners of all property adjoining the property on which the building(s) to be demolished is located. The identity of the owners entitled to notification under this provision shall be those adjoining property owners as shown on the then current Glastonbury assessor's map.
- (3) Within fifteen (15) days following the filing of the demolition permit application, provide, by first-class mail, a copy of the legal notice required under subsection (1) above to any individual, firm, corporation, organization or other entity concerned with the preservation of structures within the municipality or the social or economic development of the neighborhood in which the building is located. To be entitled to notification under this provision, any such individual, firm, corporation, organization or other entity shall register with the building official and indicate a desire to be notified of demolition permit applications. Such registration must be renewed annually each January 1 following the initial registration.

(Ord. of 11-22-88, § 3)

Sec. 5-64. - Objection procedures.

With respect to any application to demolish any building, structure or part thereof covered under section 5-63 above, if a written objection to the issuance of the demolition permit is filed with the building official and a copy mailed by first-class mail to the applicant and to the owner of the property by any individual, firm, corporation, organization or other entity referred to in subsection 5-63(3) above within thirty (30) days following publication of the legal notice as required under subsection 5-63(1) above, the building official shall delay issuance of the permit for a period of ninety (90) days from the receipt of the application provided, however, that such individual, firm, corporation, organization or other entity is attempting to present some reasonable alternative to demolition. If the application is not withdrawn during the ninety-day period, the demolition permit shall be issued and the demolition may occur. If no objection to the demolition of the subject building, structure or part thereof is filed within thirty (30) days of said publication, the building official may issue the permit forthwith. If an application is filed to demolish any building, structure or part thereof located within the Glastonbury Historic District or within the boundaries of an "historic property", then the provisions of G.S. §§ 7-147j or 7-147y, as amended, shall apply.

(Ord. of 11-22-88, § 4)

Sec. 5-65. - Fees and costs for demolition permits.

- (a) The fees for demolition shall be in accordance with the fees set forth in Article II, subsection 5-17(b) of the Glastonbury Code as it may be amended from time to time.
- (b) Cost of notices. If an application is for demolition of a building or structure or part thereof which is more than seventy-five (75) years old and five hundred (500) square feet in size or larger, in addition to the above, the applicant shall pay the cost of legal notice, the cost of the affidavit of publication, and the cost of certified or registered mail upon receipt of a written statement and request for payment from the building official.
- (c) No permit shall be issued until all required fees and costs have been paid.

(Ord. of 11-22-88, § 5)

Sec. 5-66. - Duration of permit.

Demolition permits issued under this article shall be valid for a period of not more than one (1) year following the issuance of the permit by the building official. If the demolition approved under the permit is

not completed within the one-year time period, a new permit application and permit approval will be required prior to the work being undertaken.

(Ord. of 11-22-88, § 7)

Sec. 5-67. - Authority of building official.

Nothing contained in this article shall be deemed to prohibit the building official from issuing demolition permits where a threat to the public health, safety and welfare exists or where a demolition order has been issued by the building official.

(Ord. of 11-22-88, § 8)

Sec. 5-68. - Authority of historic district commission.

Nothing contained in this article shall be construed to limit or impair in any way any authority or right granted to the Glastonbury Historic District Commission pursuant to G.S. § 7-147a, et seq., as amended, or Chapter 8.5 of the Glastonbury Code.

(Ord. of 11-22-88, § 9)

Community Development- Development Projects Summary for 2021 as of 9/16/21

Active Applications			
Address	Approval Process	Project Description	Notes
2283-2289, 23333 and 2341-2355 Main Street	Special Permit with Design Review	Mixed-use in multiple newly constructed buildings, including 150+ residential units	Admin Review 9/15/21; Inland Wetlands and TPZ applications filed
38 Hubbard Street	ARZ	Adaptive redevelopment of 31 residential units	Heard at Admin Review and Beautification in August; Inland Wetlands on Sept. 16th
2577 Main Street	Special Permit with Design Review, Wetlands permit	St Paul's Church-15,300 sf, two-story addition and expansion of parking.	Heard at Admin Review in May and Plans Review August 25th
3039 Main St.	12.9 Minor Change	Modifications to exterior	Heard at Plans Review in March and August
Recently Approved Development Projects			
Address	Approval Process	Project Description	Notes
1040 Main St.	Subdivision	Proposed 8 lot subdivision with significant excavation	Approved August 10th
275 Dug Rd.	12.9 Minor Change	Modification of existing special permit for Hops on the Hill and to allow food trucks on a regular basis	Approved August 10th
41 Welles Street	12.10 Insignificant Change	Change of use from Office to restaurant	Approved July 28th
2520 Main Street	12.9 Minor Change	Change of use from retail to restaurant and patio addition	Approved July 20th
300 Welles Street	4.1.1 Flood Permit and 12.9 Minor Change	Pickle ball courts adjacent to Riverfront Community Center	Approved July 20th
130 Line Street	12.9 Minor Change	Modification to add a 24 X 30 sq ft accessory building at Manchester	Approved July 6th
1145 Tryon Street	6.2 Excavation Permit Renewal	Firing range/ tactical training facility.	Approved July 6th
31 Hopewell Rd.	Subdivision	Renewal of Town's bulky waste facility excavation permit	Approved June 15th.
30 Hebron Ave.	Change to approved sign package	3-lot subdivision in Village Residential	Chair and Vice-Chair agreed 12.10 insignificant change on June 16th.
136 New London Turnpike	12.9 Minor Change	Change to allow larger sign on unit 30B	Approved June 1st.
840 Main Street	Special permit modification	Change of use from office to spa, requiring additional parking which is proposed for off-site through easement.	Approved June 1st.
107 Eastern Blvd	Special Permit with Design Review, Wetlands Permit, Section 20 Groundwater Protection Zone - 1. Permit may be required	To build a permanent outdoor dining patio	Approved May 4th.
212 Manchester Rd.	6.1.1 Special Permit	Redeveloping site into an Amazon distribution facility. Use category is a motor freight terminal.	Approved April 20th.
2834 Main Street	12.9 Minor Change	Accessory apartment	Approved April 6th.
529 Woodland Street	12.9 Minor Change	Renovating former Boston Market into a Dairy Queen. Interior and exterior changes to the building and site improvements.	Approved March 2nd.
113 Hebron Ave.	12.10 Insignificant change	Modification to add a 12 X 24 sq ft addition to the Dondero's farm market.	Approved January 13th.
108 Ferry Lane	Flood Zone permit	Take out window	
83 & 97 Naubuc Ave.	Variance and Special Permit	House addition	Heard at Admin Review in August
539 & 551 Manchester Rd	Subdivision	Redevelopment of 2 sites for event venues	Heard at Admin Review in August; Before ZBA in October
2610 Main Street	Special Permit with Design Review	7 lots including 2 rear lots	Heard at Admin Review in July
120 Staples Ln	PAD	Construction of two buildings with 10 townhomes	Heard at Admin Review in January, Plans Review Subcommittee in May and Beautification in August
684 Tryon St.	Special permit, flood zone permit	Wintergreen Glen PAD Phase III - 4 single-family homes	Joint Preliminary Public Hearing held July 27th
55 Oak St.	Text amendment, special permit with design review	Construct five boat storage racks and add 42 parking spaces	Heard at Admin Review in May
113 Hebron Ave.	12.9 Minor Change	Install 2 EV charging stations	Heard at Plans Review in April
397 Overlook Rd.	Special permit with Design Review	Extend patio at Giovanni's, eliminating west to east drive	Heard at Admin Review in April
396 Wickham Rd.	Special permit with Design Review	Accessory apartment	Heard at Admin Review in March and Plans Review in
121 Kreiger Ln.	Special Permit with Design Review	Accessory apartment	Heard at Plans Review in February
257 Belltown Rd.	12.9 Minor Change with a Public Hearing	Construct 6 bulk storage containment bunkers and parking for contract construction services in conjunction with operations at 100 & 116 Kreiger Lane	Heard at Admin Review in February
2756 Main Street	Special Permit with Design Review, Wetlands Permit and Flood Zone permit	Food truck at winery	Heard at Admin Review in February
145 Oak St.	Special Permit with Design Review	Redevelopment of the Sparkle Car Wash with a proposed footprint of 2,868 sq. ft.	Heard informally at Conservation. Possible new developer on board and site layout changes.
2815 Main Street	Flood Zone permit, possible amendment to existing wetlands permit and Special Permit with Design Review	Construct 12,600 sf warehouse and office	Heard at Admin Review in January
		1-story, 4,500 sq ft. medical office building (formerly Scott Leonard's restaurant site approved in 2019).	Heard at Admin Review in January

Discussed Development Projects

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