

**THE GLASTONBURY TOWN PLAN AND ZONING COMMISSION  
REGULAR MEETING MINUTES OF TUESDAY, APRIL 5, 2022**

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

**ROLL CALL**

**Commission Members Present**

Mr. Robert Zanolungo, Jr., Chairman  
Ms. Sharon Purtill, Vice Chairman  
Mr. Michael Botelho, Secretary {participated via Zoom video conferencing}  
Mr. Raymond Hassett  
Mr. Corey Turner  
Mr. Christopher Griffin  
Ms. Laura Cahill, Alternate {participated via Zoom video conferencing}

**Commission Members Absent**

Ms. Alice Sexton, Alternate  
*Vacancy*

Chairman Zanolungo called the meeting to order at 7:02 P.M.

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**PUBLIC HEARINGS**

**1. Application of Franca Filomeno for a Section 4.11 Flood Zone Special Permit for proposed house renovations & additions including reconstruction of a portion of the existing building to allow a flood storage increase – 203 Cotton Hollow Rd – Rural Residence & Flood Zones**

Jon Sczurek, P.E. of Megson & Heagle Civil Engineers, presented on behalf of the applicant. He explained that the site is 3.28 acres and contains an existing house with a detached two-car garage. The proposal is to reconstruct and build additions to the rear of the building and outside the flood zone. The existing lower level of the house will be converted to a floodable basement area, which will add 220 cubic yards of flood storage. The existing septic system was inspected and found to be in good condition. Site grading and land disturbance will occur on the north side of the house. All living space will be outside the 500-year flood elevation. The DEEP has determined that there will be no negative impacts from this project. The proposal has also received a wetlands permit and a positive recommendation from the Conservation Commission.

Mr. Mullen presented the site details with various photographs of the site. He reiterated that the portion of the house which is located outside of the 100-year flood zone will be reconstructed as floodable space. In addition, new living space will be constructed above the reconstructed

storage area outside of the 500-year flood zone. The applicant will renovate and add onto the rest of the structure out of the flood zone. The project is in compliance with Building-Zone Regulations Section 4.11.5.c.3 and 4.11.6.b.1.

Mr. Griffin asked what the mechanism is for enforcing that the walls will be preserved in perpetuity. Vice Chairman Purtill agreed that there must be some legal documentation, such as a conservation easement. Mr. Sczurek explained that the previous owners were deconstructing portions of the mill walls. The Town stepped in to purchase the main portion of the ruins to be preserved. However, the Conservation Commission would like the portions that are not under Town ownership to also be preserved as much as possible. Mrs. Purtill suggested that this matter be referred to the Town Attorney for comment. Mr. Sczurek explained that the Conservation Commission deemed that requiring an easement was out of their purview, but a permit was within the Council's jurisdiction. Mr. Griffin added that the Commission must also identify which walls will be preserved.

Chairman Zanolungo opened the floor for public comment.

**Chip Beckett from 308 Tryon Street**, was involved in the negotiations of the mill building, as a council member. He explained that the previous owner did not want the Town to buy the historic ruins, so it is time to have another conversation with the Town to extend open space.

Mr. Griffin noted that the motion should state that no work shall be done on the ruins located on the north side of the property, not shown on the plans. Ms. Augur asked the applicant to discuss how the Town's access to the property was negotiated. Mr. Sczurek explained that the former owners on the east side of the site have granted a temporary easement for two years and a permanent easement to the north of that. The owner, in concert with the Town Manager and the Town Engineer, has come up with a new relocated easement area, which is outside and behind the proposed additions, and will go into effect at the end of this approval. The temporary easement will be relocated outside the construction area until the two-year window expires at which time the northern easement will be the only access to the town-owned land to the east. This would give the Town time to make the site safe. Commissioner Turner asked if there are any historic walls between the house and the permanent easement. Mr. Sczurek stated that there could be, but he is not aware of any.

**Daniel Filomeno** is the applicant's husband. He stated that the photos which Mr. Mullen showed of the walls are beautiful. However, the area they have to work on is all a pile of rubble. Many of the walls are collapsing and need to be fortified. Whatever they replace will match the existing walls, which makes the project more costly and burdensome.

Mr. Sczurek suggested the Commission add a condition of approval that the walls identified on the plans shall be preserved. The Commission agreed. Mr. Griffin asked about the binding language and how perpetuity will be enforced. Ms. Augur explained that a flood zone special permit runs with the property.

There were no further comments from the public, so Chairman Zanolungo closed the public hearing.

**Motion by:** Commissioner Hassett

**Seconded by:** Vice Chairman Purtill

MOVED, that the Town Plan & Zoning Commission approve the application of Franca Filomeno for a Section 4.11 Flood Zone Special Permit for house renovations & additions including reconstruction of a portion of the existing building to allow a flood storage increase – 203 Cotton Hollow Rd – Rural Residence & Flood Zones, in accordance with plan set entitled “#203 Cotton Hollow/Lot N-4E Cotton Hollow Road” sheet 1 and 2 prepared by Megson, Heagle & Friend Civil Engineers & Land Surveyors, LLC dated 5-19-21 revised 2-24-22, and

1. In compliance with:
  - a. The standards contained in a report from the Fire Marshal, File #22-005, plans reviewed 04- 01-22.
  - b. 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 March 10, 2022.
  - c. The conditions set forth by the Inland Wetlands and Watercourses Agent in their Administrative Wetlands Approval dated February 23, 2022.
2. The applicant shall identify on the site plan historic walls not impacted by construction with a note to preserve them, subject to Commission Chair approval.
3. In accordance with:
  - a. The Town Engineer’s memoranda dated March 1, 2022 and March 29, 2022.
  - b. The Sanitarian’s memorandum dated March 31, 2022.
4. 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.
5. This is a Section 4.11 Flood Zone Special Permit. 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 {5-0-0}. Commissioner Botelho lost Zoom connection during the vote.

**2. Recommendation to the Town Council regarding the adoption of the Town of Glastonbury 2022-2027 Affordable Housing Plan in accordance with Public Act 17-170 and Public Act 21-29**

Vice Chairman Purtill pointed out that the Affordable Housing Plan listed on the TPZ's web page is incorrect. It is a link to the old plan, which does not consider the three minor changes that were made by the Affordable Housing Steering Committee on their meeting of March 25. She expressed concern that the public has viewed the old draft and not what the TPZ will vote on tonight. Ms. Augur stated that the revised document is available on the Town's website through the Steering Committee's page but not on the TPZ page.

Mr. Hassett finds that even though it was a minor issue, it has become substantial because the public must be given notice at least 24 hours in advance of a public hearing, and the link to the revised draft has not been replaced on their website. Therefore, he does not think the Commission can proceed tonight. Mrs. Cahill shared his concerns. The Commission may have to hold an emergency meeting because this is a time sensitive matter, and a two-thirds majority is needed to approve the document. However, she still favors holding a hearing tonight to hear what the public has to say.

Ms. Augur clarified that there is no two-thirds requirement because this is a recommendation to the Council. The TPZ is not voting to approve this plan. Mrs. Purtill would like to modify the March 10 draft to the revised language before forwarding a recommendation to the Council. Mr. Griffin agreed, stating the Commission should proceed off the document that was published. He does not think that there will be any procedural problems because the revised document is what was forwarded to TPZ from the Steering Committee.

Mr. Hassett pointed out that due process for the public is important. Mrs. Purtill noted that the Commission could also vote to change other language, beyond that recommended by the Steering Committee. Ms. Augur explained that state law requires the Town to adopt an affordable housing plan by June 1. If the Commission tables this action tonight, that will give the Council one month to act because they will need time to post notice of their public hearing. Mr. Turner and Mr. Griffin agreed with Mr. Hassett to table action tonight and renote the public hearing. Mrs. Purtill does not see the benefit of holding a public hearing tonight to hear opinions based on the incorrect report. Chairman Zanolungo agreed.

There was a consensus to table the public hearing until April 19, 2022.

**REGULAR MEETING**

- 1. Informal session for the purpose of hearing from citizens on Regular Meeting agenda or non-agenda items *None***
- 2. Acceptance of the Amended Minutes of the March 15, 2022 Regular Meeting**

***Motion by:*** Commissioner Hassett

***Seconded by:*** Commissioner Griffin

**Result:** Minutes were accepted {4-2-0} with two abstentions from Commissioners Botelho and Purtil as they were not present at the meeting.

3. **CONSENT CALENDAR**

- a. Scheduling of Public Hearings for the Regular Meeting of April 19, 2022:
  - i. To Be Determined

4. **Chairman's Report** *None*

5. **Report from Community Development Staff** *None*

**Motion by:** Commissioner Hassett

**Seconded by:** Commissioner Griffin

MOVED, that the Glastonbury Town Plan and Zoning Commission adjourns their regular meeting of April 5, 2022 at 8:15 P.M.

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

Respectfully Submitted,

**Lilly Torosyan**

Lilly Torosyan

Recording Clerk