



## STAFF REPORT

## OFFICE OF COMMUNITY DEVELOPMENT

<b>Application:</b> 4287	<b>Submittal Date:</b> May 13, 2022
<b>Meeting Date:</b> June 7, 2022	<b>Date of Receipt:</b> May 17, 2022
<b>Agenda Item:</b> #3	<b>Application Type:</b> 12.9 Minor Change

**Applicant/ Owner:**  
Town of Glastonbury

**Proposal:**  
Replacement of fuel tank and pump, and installation of a fueling station canopy

**Proposal Address:**  
2108 Main Street

**Zone:**  
Reserved Land

**Existing Land Use:**  
Municipal – Glastonbury Police Department

**Prior Reviews/ Permits:**

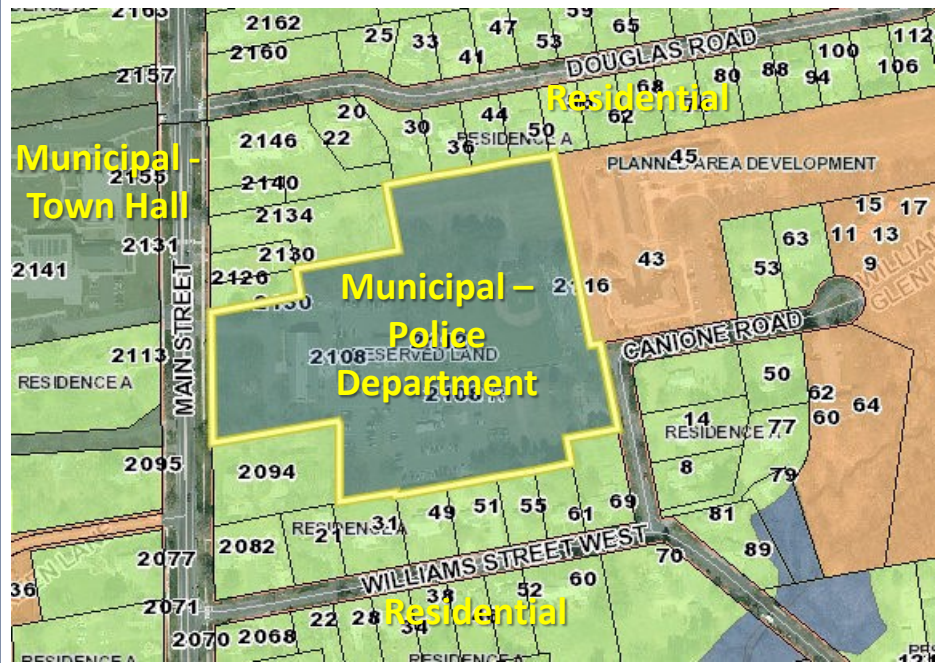
- Historic District Comm – 4/5/22
- Plans Review SubComm – 5/5/22

**Attached for Review:**

- Site plans
- Town of Glastonbury staff memoranda
- Minutes from previous meetings
- Draft motion

### Executive Summary

- Proposal is to replace current underground fuel tank with an above-ground tank and fuel pump, and install a canopy, for use by the Glastonbury Police Department
- Historic District Commission approved a Certificate of Appropriateness
- Plans Review Subcommittee expressed concerns about visual impact of the canopy to surrounding neighbors, to ensure adequate screening was installed



Site location, zoning and land uses

## Site Description

The 8.1 acre site is home to the Glastonbury Police Department, the Glastonbury Volunteer Ambulance Association, and the Glastonbury Civil Preparedness Facility. The site also has a Little League field and a park area. There is access to the site from Main Street and Canione Road.

## Proposal

The proposal is to remove and replace the existing fuel pump and underground fuel tank, located just north of the recently installed solar carports. A new 10,000 gallon above-ground pre-cast concrete fuel tank is proposed, along with fuel pump upgrades to include a 24' by 20' canopy at an overall height similar to the high point of the adjacent solar carports.



*Aerial view of proposal at 2108 Main Street*

TOWN PLAN AND  
ZONING COMMISSION

SECTION 12 .9 MINOR CHANGE

APPLICANT/  
OWNER:

TOWN OF GLASTONBURY  
2155 MAIN STREET  
GLASTONBURY, CT 06033

FOR:

2108 MAIN STREET

MOVED, that the Town Plan & Zoning Commission approve the application of the Town of Glastonbury for a Section 12.9 Minor to allow fueling station improvements including removal of a 10,000 gallon underground gasoline storage tank, installation of a new, above-ground tank, canopy, fueling pad and pump – 2108 Main Street – Reserved Land, in accordance with the plan set entitled “Police Department Fueling Station Improvements Located at 2108 Main Street, Glastonbury, CT 06033” sheets 1 and 2, prepared by the Town Glastonbury, dated 05/11/2022. This is a Section 12.9 Minor Change. 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 7, 2022

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ROBERT J. ZANLUNGO JR., CHAIRMAN



May 13, 2022

**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: Glastonbury Police Department Fuel Tank Replacement; 2108 Main Street  
Section 12.9 Minor Change

Attached please find plans associated with the above referenced application to replace the existing underground fuel storage tank located at the Glastonbury Police Department site at 2108 Main St.

The existing underground storage tank (UST) has a capacity of 10,000 gallons and has been in service for approximately 3 decades. The fuel station serves, not only the Police Department, but also other Town Departments which use this particular facility as a convenient location to obtain gasoline. There is no public access to this fuel system. While the existing UST is tested annually and has been deemed to be sound, applicable CT DEEP regulations will require its removal by 2025. Accordingly, the Town is proposing replacement of the UST with a like-sized above ground unit at the same location within the site. Placement of the new above ground tank at the same location ensures that there will be no change to parking configuration or vehicular circulation patterns. The dispensing unit and the adjacent concrete pad will also be replaced.

In addition to tank replacement, the Town is proposing installation of a 20' x 24' canopy structure at the fueling station. The canopy will have a 13' 6" ground clearance and will include underside, motion activated lighting to accommodate the Police Department's 24/7 operation. The Fire Marshall has indicated strong support for the canopy structure as a means of reducing fuel spill potential and the associated environmental and safety impacts. Vegetative screening for abutting residential properties to the south was agreed upon with the homeowners as part of discussions related to the recently installed solar carport structures on the site. The proposed canopy structure is of similar height as compared to the high end of the angled carport roof, thus no additional screening is proposed as part of this application.

The project is funded through the Town's Capital Improvement Program. If approved, it would be the Town's intention to install a tank type identical to those installed at other Town facilities such as the Board of Education Bus Yard, Highway Garage, Bulky Waste Facility and Fire Houses. Work would be completed before the end of the calendar year.

**From:** Chris Siwy <chris.siwy@glastonbury-ct.gov>  
**Sent:** Thursday, February 3, 2022 9:00 AM  
**To:** Daniel Pennington <daniel.pennington@glastonbury-ct.gov>  
**Subject:** RE: PD Fuel Tank Upgrade

Hello Dan ,  
Please excuse the delay in the response.

The installation of the canopy over fuel dispensing areas is a common precaution taken at virtually all refueling facilities and is utilized by most if not all of the major petroleum distributors as a result of lessons learned. The practice circumvents not only the inadvertent spills associated with leaving the pump unattended during foul weather by offering protection of the person dispensing the fuel from seeking shelter within the vehicle from inclement weather conditions , but it also serves an environmental purpose , whereby spills be it large or small that ultimately will occur, are not carried off of the concrete containment pad that holds the spill by virtue of the passive means , into any drainage structures across the ground or contaminate the environment. The canopy also protects the passive measures of the pad from snow and ice accumulation .

My research into the subject matter finds that the regulations of the State of Connecticut are woefully silent in this regard from both the Environmental and Fire Safety standpoint which appear to rely solely on the common industry recommendations or practices. Other than the requirements for passive containment , a spill kit on hand and the response of the individuals who should be supervising or attending to the refueling , the Connecticut requirements are “watered down” , no pun intended . I have flagged both regulatory branches of the fire and environmental agencies asking that the Connecticut Statutes and regulations be updated to offer some guidance in similar fashion of other states and countries. Absent the regulatory oversight , My recommendation for a canopy stands.

Respectfully ,  
Deputy Chief Christopher N. Siwy -Fire Marshal IAAI- CFI  
TOWN OF GLASTONBURY  
[chris.siwy@glastonbury-ct.gov](mailto:chris.siwy@glastonbury-ct.gov)  
860-652-7526 (w)  
860-652-7523 (fax)  
860-250-3497(c)  
860-652-7550 (routine fire dispatch)



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

PROJECT: **Police Station Fueling station improvements** LOCATION: **Main St. 2108**

XX NEW CONSTRUCTION    CHANGE OF USE    SUBDIVISION    COMMERCIAL

OCCUPANCY CLASSIFICATION:                      FILE # **22-010**

PROPOSED FIRE PROTECTION: **via MDC water main & the GFD**

ENGINEER'S PLAN:    INITIAL PLAN                  REVISED PLAN

ENGINEER: **Town of Glastonbury Engineering**

ADDRESS:                      PHONE:

DATE PLANS RECEIVED: **5-31-22**    DATE PLANS REVIEWED: **6-2-22**

COMMENTS: **The proposal appears to meet the requirement of the appropriate codes, standards and regulations as it pertains to fuel storage and transfer.**

REVIEWED BY

**Deputy Chief Chris Siwy –Fire Marshal**

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cc:            Applicant  
                  File

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GLASTONBURY POLICE DEPARTMENT

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TO: TOWN PLANNING AND ZONING COMMISSION  
FROM: MARSHALL S. PORTER, POLICE CHIEF  
SUBJECT: 2108 MAIN ST.  
DATE: 5/31/22

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Members of the Police Department have reviewed the application of The Town of Glastonbury for a Section 12.9 Minor Change to Allow fueling station improvements including removal of 10,000 gallon underground gasoline storage tank, installation of new above ground tank, canopy, fueling pad, and pump- Reserved Land- 2108 Main St.

The police department has no objection to this proposal as submitted.

A handwritten signature in blue ink, appearing to be "M.S. Porter", written over a horizontal line.

Marshall S. Porter  
Chief of Police



*Town of Glastonbury*  
*Health Department*

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## **Memo**

June 2, 2022

**To:** Jonathan E. Mullen, Planner

**Fr:** Wendy S. Mis, Director of Health *WSM*

**Re:** 2108 Main Street  
Fuel Tank Replacement, Glastonbury Police Department

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This office has received and reviewed the plans by Town of Glastonbury dated 1/21/22 for fueling station improvements at the above-referenced address.

Approval with respect to CT Public Health Code is forwarded for Commission consideration.



TOWN PLAN AND ZONING COMMISSION  
PLANS REVIEW SUBCOMMITTEE  
*Portion of MINUTES OF MAY 11, 2022 SPECIAL MEETING*

*The meeting commenced at 8:00 AM through Zoom Video Conferencing.*

**Present:** Subcommittee Members Robert Zanlungo, Sharon Purtill and Michael Botelho;  
Rebecca Augur, AICP, Director of Planning & Land Use Services and Jonathan E.  
Mullen, AICP, Planner

**2108 MAIN STREET – proposal for fueling station improvements – Reserved Land Zone – Daniel Pennington, P.E., Town Engineer, applicant**

Mr. Pennington made a presentation regarding the project, which is the replacement of the existing fuel tank and addition of a canopy at the Police Department. He oriented committee members to site plan. Mr. Pennington said that the existing fuel dispensing station, which has been in use for a long time, uses a 10,000 gallon underground tank. In accordance with CT DEEP regulations, the town has to remove and replace the tank by 2025. Mr. Pennington indicated that the Town Council has allocated funds for this project. Mr. Pennington said that the dimensions for the new above-ground (required) tank were 30-foot long by 9 feet wide by 8 feet tall.

A canopy would be installed over the tank and, for size reference, the existing solar carport was a similar height. Mr. Pennington said the dimensions of the canopy were 13½ feet tall (to the bottom of the canopy) by 20 feet wide, by 24 feet deep. The Fire Marshal had provided a memorandum recommending the canopy for safety reasons. Mr. Pennington stated that the project was located in the local historic district and the Historic District Commission had issued a Certificate of Appropriateness. There was a discussion among the group regarding screening for the neighboring property. Mr. Pennington said that the Parks Department installed screening for the solar carport. The neighboring property owners, when asked, did not request any additional screening. The Subcommittee agreed that the project could be approved as a 12.9 minor change.

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**HISTORIC DISTRICT COMMISSION**  
*Portion of* **MINUTES OF APRIL 5, 2022 SPECIAL MEETING**

The Historic District Commission held a Special Meeting at 5:00 pm in Council Chambers

Present: Barbara Theurkauf, Chair; Henry Von Wodtke, Vice Chair; Geoffrey Dellenbaugh, Secretary; Commissioner Robyn Guimont; Rebecca Augur, AICP, Director of Planning and Land Use Services

Excused: Jane Gordon Julien, Brian Chiffer, John Langmaid

Chairman Theurkauf called the meeting to order at 5:01 pm.

**PUBLIC HEARING**

**Application of the Town of Glastonbury for a Certificate of Appropriateness - fueling station improvements - 2108 Main Street**

Town Engineer/ Director of Physical Services, Dan Pennington, presented the Town's application to make improvements to the fuel pump at the Police Department. Mr. Pennington explained the plan is to replace an existing 10,000-gallon underground fuel storage tank with an above-ground tank of the same size. The existing tank is in working condition; however, state regulations require that it be removed from the ground by 2025. He reviewed the location on the site plan which is where the current fuel pump and tank are located. He further explained that the Fire Marshal recommended a canopy be installed over the new fueling area because studies have shown a higher occurrence of spills at fueling areas without canopies. The canopy will be roughly 20 feet by 24 feet with about 13.5 feet clearance and will include motion-activated lights pointed downward. Mr. Pennington distributed pictures of similar fueling areas with above-ground tanks.

Chair Theurkauf asked whether the canopy could be painted similar to the solar carport installation. Mr. Pennington indicated that it could be painted and that the Town will not use bright colors because it is not a commercial use. Chair Theurkauf commented that whatever color is used, it would be beneficial that it blend in.

Chair Theurkauf closed the public hearing.

Vice Chair von Wodtke **MOVED** to approve a Certificate of Appropriateness for fueling station improvements at 2108 Main Street. Commissioner Dellenbaugh **SECONDED**. **MOTION** was approved unanimously.

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