

**THE GLASTONBURY TOWN PLAN AND ZONING COMMISSION  
REGULAR MEETING MINUTES OF TUESDAY, SEPTEMBER 6, 2022**

The Glastonbury Town Plan and Zoning Commission with 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. Raymond J. Zanolungo, Jr., Chairman

Mr. Raymond Hassett

Mr. Corey Turner

Mr. Emilio Flores

Ms. Alice Sexton, Alternate {assigned as voting member}, participated via Zoom video conferencing

**Commission Members Absent**

Ms. Sharon H. Purtill, Vice Chairman

Mr. Michael Botelho, Secretary

Ms. Laura Cahill, Alternate

*Alternate Vacancy*

Chairman Zanolungo called the meeting to order at 7:04 P.M. In the absence of Commissioners Purtill and Botelho, he appointed Commissioner Hassett as Acting Vice Chairman and Commissioner Turner as Acting Secretary, and seated Commissioner Sexton as a voting member.

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**PUBLIC HEARING**

**1. Application of Michael Weiss for a Section 4.11 Flood Zone Special Permit concerning drainage improvements for stormwater management - 30 Mountain Road – Rural Residence and Flood Zones**

Steven Trinkaus, P.E., representing the applicant, explained that the original proposal was for the house to be located lower on the hillside. The applicant then decided to move the house further up to take advantage of the views. They have designed a stormwater management system to provide detention and to connect the Department of Transportation’s drainage pipe crossing under Manchester Road. The basin, which was built on the hillside, will be cut down to four feet. There is drainage on the driveway and a new catch basin across the road, as well as a headwall at the stream. While there is a 100-year flood line along the unnamed stream, it is not a realistic line. The flood line is actually just outside the channel on both streams. All drainage will be maintained privately by the applicant. The Town will only maintain the catch basin. The site has been stabilized with vegetation, and the CC/IWWA has approved the work.

Commissioner Hassett asked about the excavation. Mr. Trinkaus stated that all major site work had been conducted, so this will be a simple excavation. Chairman Zanolungo asked about the guardrail. Mr. Trinkaus explained that the guardrail will be taken apart during construction, but it will be placed back. Mr. Hassett asked about the anticipated timeline of the project. Mr. Trinkaus stated that the applicant hopes to get it done as soon as possible. A contractor is lined up; they await approvals.

Chairman Zanolungo opened the floor for public comment:

**Amy Jackson Grove of 320 Wood Haven Road**, is concerned about the safety of winter ice on Mountain Road and the silt that washed into the unnamed brook. Mr. Trinkaus explained that the dirty water will be eliminated by this system. During the winter, the site contractor constructed a swale along the west side of the property to try to slow the water down and trap the sediment. This drainage swale will be removed and all stormwater runoff from the lot will go into the underground detention system and then be piped under the road.

With no further comments, the Chairman closed the public hearing.

**Motion by:** Commissioner Turner

**Seconded by:** Commissioner Hassett

MOVED, that the Town Plan & Zoning Commission approve the application of Michael Weiss for a Section 4.11 Flood Zone Special Permit concerning drainage improvements for stormwater management – 30 Mountain Road – Rural Residence & Flood Zones, in accordance with plan set entitled “Stormwater Management Plan” prepared by Trinkaus Engineering, LLC dated 12-3-21 revised 9-1-2022, and:

1. In compliance with the conditions set forth by the Conservation Commission / Inland Wetlands and Watercourses Agency, in their recommendation for approval to the Town Plan and Zoning Commission and the Wetlands Permit issued at their Regular Meeting of July 28, 2022.
2. In accordance with:
  - a. The Town Engineer’s memorandum dated August 29, 2022.
  - b. The Police Chief’s memorandum dated August 30, 2022.
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. 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 unanimously {5-0-0}.

**2. Application of Jays & Tee LLC for a Section 12 Special Permit with Design Review concerning construction of two multi-family townhomes (10 units total; 5 each building), incorporating the existing house with additions – 2610 Main Street – Town Center Zone**

Mr. Zanolungo noted that when the application first came before the commission, he worked for a company that had a business affiliation with Attorney Jaconetta. However, since May 19, he has started a new job and no longer has this affiliation. He has reviewed all the meeting minutes and feels comfortable with reviewing the application tonight.

Jonathan Sczurek, P.E. at Megson, Heagle, & Friend, LLC, represented the applicant. He explained that the site is 0.71 acres and contains an existing multi-family residence. The proposal is to construct 10 townhome units within two buildings. Building 1 will consist of 5 units and 2 stories. It will incorporate the existing house and add additions on the north and south sides. Building 2 will consist of 5 units and 3 stories. Driveway access will be to Main Street on the north side of the site. They also propose a driveway connection with the properties to the north.

Mr. Sczurek explained that the storm drainage will take advantage of sandy soils by directing into subsurface infiltration structures under the parking lot. He added that the site complies with the MS4 general permit regulations. A dumpster enclosure will be located on the northeast corner of the property, to be enclosed with a white vinyl fence. The Floor Area Ratio (FAR) will be .489 which is below the maximum allowed. The site also exceeds the minimum requirement of open space and meets all the parking requirements of the zone. There will be 29 parking spaces total.

Mr. Sczurek reviewed the landscape plan. Various changes were incorporated following three meetings with the ASDRC. These include the following: adding two shade trees behind the walk, adding six large shrubs and three columnar oak trees along the south garage, substituting sea oats for daylilies, and adding lattice screens to the property line. They have also replaced the columnar oaks in the front of the building with purple beech, installed a root barrier along the sidewalk, and replaced the vinca with barren strawberry. The lighting plan consists of pole-mounted lights at a height of 10 feet. They have revised the optics to reduce the hot spots under lights.

Commissioner Turner noted that the roof line has been revised but asked if there are any lingering concerns about the visibility of the rear building. Jack Kemper, the project architect, showed the renderings they had reviewed with the ASDRC. He clarified that the rear building is not lower than the front building but appears that way because it is set back. They have lowered the roof height of the rear building and have added plantings along the south property line to

shield the rear building. Mr. Hassett asked if this application is close to being LEED certified. Mr. Sczurek stated that they have not pursued LEED certification. Mr. Kemper stated that they can look into it.

Chairman Zanolungo opened the floor for public comment:

**Mike Scricca of 27 Newberry Lane**, is the president of the neighboring condominium board. He asked how the new buildings will look from his property. He also lamented not being notified about this application. Mr. Mullen clarified that the notice was posted correctly, with a sign posted in front of the property.

Tom Graceffa, the landscape architect, explained that the border is porous. The lattice fence is only six feet tall. Mr. Scricca would like to see a different shrub, since they already have arborvitae over there. The applicant, Attorney Joe Jaconetta, explained that they own the property which has the arborvitae. At the time, the condominium board did not want a fence and requested arborvitae. Thus, the reasoning was to keep a consistency for the border. Mr. Scricca pointed out that this is a different building with different unit owners, so he would like them to have a choice.

Mr. Hassett reiterated that the notice was posted correctly, so the applicant has the right to proceed tonight. He advised Mr. Scricca and the board to speak with the applicant, and reasonable concessions can be made. He also noted that the unit owners are allowed to put a fence up if they so choose.

With no further comments, the Chairman closed the public hearing.

**Motion by:** Commissioner Turner

**Seconded by:** Commissioner Hassett

MOVED, that the Town Plan & Zoning Commission approve the application of Jays & Tee LLC, for a Section 12 Special Permit with Design Review - construction of two multi-family townhomes (10 units total; 5 in each building), incorporating the existing house with additions – 2610 Main Street– Town Center Zone, in accordance with the plan set entitled “#2610 Main Street” prepared by Megson, Heagle & Friend dated 04-19-2022 and revised 07-29-2022, and the architectural plan set entitled “2610 Main Street” prepared by Kemper Associates Architects LLC dated 7-7-2022 and revised 7-28-2022, 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 July 14, 2022.
  - b. The conditions contained in a report from the Fire Marshal’s Office, file number 22-021, plans reviewed 8-30-2022.
2. In adherence to:
  - a. The Town Engineer’s memorandum dated August 29, 2022.
  - b. The Police Chief’s memorandum dated August 29, 2022.

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. The 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. This is a Section 12 Special Permit with Design Review. 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.

**Discussion:** Ms. Sexton finds the project beautiful. Mr. Turner commended the applicant on a long process with lots of revisions. Mr. Hassett liked the project from the beginning, and he appreciated the changes requested by the ASDRC. Mr. Zanlungo likes that the applicant has chosen to preserve the historic home. He thanked the ASDRC and the applicant for their efforts.

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

3. **“Opt-Out” of Accessory Apartment Requirements & Parking Requirements set forth in Public Act 21-29 POSTPONED TO OCTOBER 4, 2022**
4. **Report & Referral to the Town Council regarding a proposed amendment to the Building-Zone Regulations to establish a new Section 3-28 concerning the ability of the Council or the Town Plan and Zoning Commission to require applicants to pay for all fees associated with supplemental 3rd-party review of a project POSTPONED TO OCTOBER 4, 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 Minutes of the August 23, 2022 Regular Meeting**

**Motion by:** Commissioner Turner

**Seconded by:** Commissioner Hassett

**Result:** Minutes were accepted {4-1-0}, with one abstention from Chairman Zanolungo since he was not present at the meeting.

**3. Application of the Greater Hartford YMCA for a Section 12.8 change of use concerning the relocation of the YMCA’s daycare and health and fitness classes – 90 National Drive – Planned Employment Zone**

Attorney Meghan Hope of Alter & Pearson, LLC represented the applicant, the YMCA. She explained that the YMCA’s current lease is up, and they are searching for a new location. They found a five-acre location at 90 National Drive. The building was constructed in 1973 and has only been used as an office. In July 2021, it was purchased by the current owner. His offices are located on the south side of the building. The proposal is to change the use from the remaining portion of the building to a daycare center and a gym. The office uses are permitted. There are two entrances: one for the office and the other for the YMCA. There is also an existing sidewalk and three doors across the front of the building.

Ms. Hope explained the outdoor play area. The proposal is to enclose the western portion of the building with a four-foot chain link fence. None of the play equipment will be taller than the existing evergreens. There will be about 13-18 staff members per day, of which about 9-10 would be dedicated to the pre-kindergarten classroom.

Mr. Zanolungo asked if there is any access to the play area from the office space. Attorney Hope replied no. There are two doors from each classroom but no door that goes into the existing office area. Mr. Hassett asked if the project is ADA compliant. Ms. Hope stated not yet, but it will be addressed. There are enough parking spaces to accommodate ADA requirements.

Mr. Hassett asked about the pickup/dropoff for the pre-kindergarten students. Sarah Ralston, Executive Director of the Glastonbury YMCA, explained that some parent parking will be set aside, likely 5-7 parking spaces. She noted that full-time and part-time students arrive at different times. They do plan on expanding the program from 20 to 40 students. Mr. Hassett asked if any children will be bussed to local schools. Ms. Ralston replied no, not typically, however, they do accommodate children with special needs. Mr. Turner asked about the total parking spots. Ms. Hope stated that there are 101 spaces on site. The office is allocated 45 spaces, but they actually have 15 cars. They do not anticipate any parking issues.

**Motion by:** Commissioner Turner

**Seconded by:** Commissioner Hassett

MOVED, that the Town Plan & Zoning Commission approve the application of the Greater Hartford YMCA, for a Section 12.8 Change of Use – conversion from general office to a daycare, fitness center and administrative offices for the YMCA– 90 National Drive – Planned Employment Zone, in accordance with the plans on file with the Office of Community Development, and:

1. In compliance with the conditions contained in a report from the Fire Marshal’s Office, file number 22-023, plans reviewed 8-30-2022.

2. In adherence to:
  - a. The Town Engineer's memorandum dated August 31, 2022.
  - b. The Sanitarian's memorandum dated August 30, 2022.
  - c. The Police Chief's memorandum dated August 30, 2022.
3. This is a Section 12.8 Change of Use. 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}.

#### **4. CONSENT CALENDAR – NO ACTION**

- a. Scheduling of Public Hearings for the Regular Meeting of September 20, 2022:  
**to be determined**

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

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

**Motion by:** Commissioner Turner

**Seconded by:** Commissioner Hassett

MOVED, that the Glastonbury Town Plan and Zoning Commission adjourns their regular meeting of September 6, 2022 at 8:04 P.M.

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

Respectfully Submitted,

**Lilly Torosyan**

Lilly Torosyan

Recording Clerk