

## STAFF REPORT

## OFFICE OF COMMUNITY DEVELOPMENT

<b>Application:</b> 4291	<b>Submission Date:</b> October 4, 2022
<b>Meeting Date:</b> October 18, 2022	<b>Date of Receipt:</b> October 4, 2022
<b>Agenda Item:</b> Public Hearing #1	<b>Application Type:</b> Special Permit with Design Review

**Applicant/ Owner:**  
Claudio Vecchiarino

**Proposal:**  
Construction of a 2,864 square foot addition and parking lot improvements

**Proposal Address:**  
52 National Drive

**Zone:**  
Planned Employment/Flood Zone

**Existing Land Use:**  
Office/Warehouse

- Prior Reviews/ Permits:**
- Plans Review Subcommittee – 02/23/2022
  - Architectural & Site Design Review Committee – 5/17/2022 (Informal) and 8/16/2022 (Formal)
  - Conservation Commission /Inland Wetlands & Watercourses Agency– 2/10/2022 (Informal) and 4/14/2022 (Formal)

- Attached for Review:**
- Site plans
  - Town of Glastonbury staff memoranda
  - Minutes from previous meetings
  - Draft motion

### Executive Summary

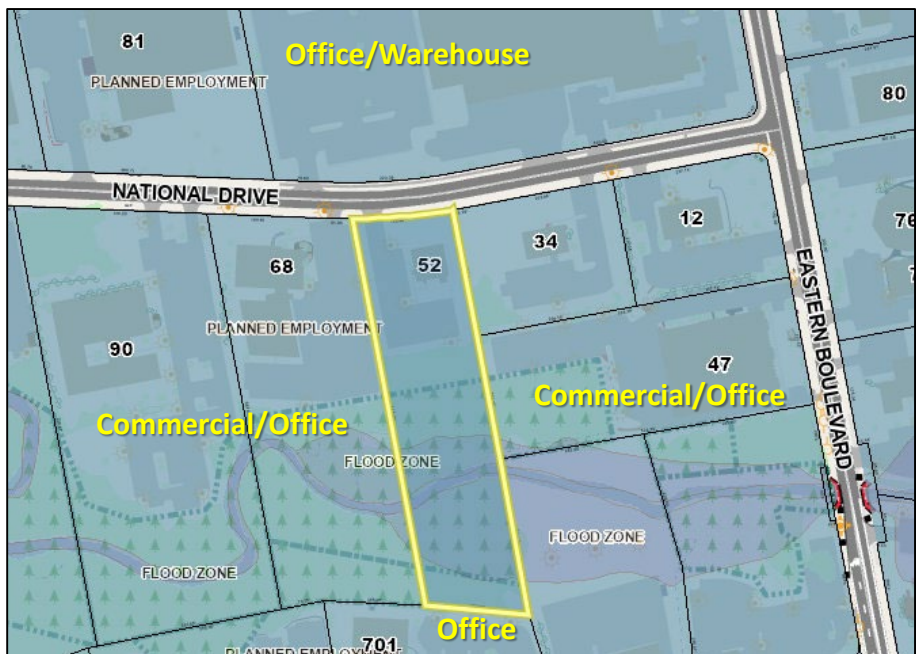
- Proposal is to construct a 2,864 square foot addition at the south side of the existing building.
- The proposed addition will serve as warehouse space.

### Site Description

The subject property is 2.5 acres located on the south side of National Drive. The site has a 2,778 square foot commercial/office/manufacturing building located at the northeast. Access off National Drive is through a two-way curb cut at the northwest side of the site

### Proposal

The applicant proposes to construct a 2,864 square foot addition at the south side of the building. The addition will serve as warehouse space for product manufactured by the applicant. A ramp for loading and unloading of deliveries will be located at the southeast corner of the addition. A new roof will also be constructed over the entrance at the southwest corner of the existing building. The addition will be metal with an architectural style that complements the existing building.



Site location, zoning and land uses



### **Proposal Continued**

Site improvements include updated landscaping and new walkways on the east and west side of the addition. Drainage improvements will be located at the south end of the parking lot. They will include a 14-foot wide, by 132-foot long drainage/infiltration area adjacent to the parking lot that will be approximately 5 feet deep and filled with 2 inches of crushed stone. Concrete galleys will be installed below the crushed stone and a level spreader will be installed along the southern edge of drainage/infiltration area. Bollards will be installed to prevent cars from entering the area.

A new dumpster pad will be installed adjacent to the southeast corner of the addition. Dumpsters will be located inside a 6-foot tall, solid white vinyl fence with swinging gates.

### **Planning and Zoning Analysis**

The proposal meets all the requirements with regard to use, bulk and setback for the Planned Employment Zone. The improvements are located outside of the FEMA 100-year flood zone. The Inland Wetlands and Watercourses Agency issued a permit for the proposed addition and the Conservation Commission forwarded a favorable recommendation to the TPZ.

The Architectural and Site Design Review Committee forwarded a favorable recommendation with conditions to the Town Plan and Zoning Commission. The applicant has satisfied all but 1 of the specified conditions which is as follows:

**Condition # 1.** Convert the two parking spaces and proposed sidewalk in front of the addition at the southwest corner to a landscape bed and redirect the sidewalk with a minimum of two trees and gravel along the foundation.

### **Consistency with the Plan of Conservation and Development**

The project is consistent with the following sections of the Plan of Conservation and Development.

#### **• Town-wide Policies:**

##### **• Stormwater Management**

- Promote use of innovative techniques, Low Impact Development (LID) and Best Management Practices to benefit surface water and groundwater quality and overall ecological integrity.
- Ensure that all new developments adhere to Town policies regarding the State of Connecticut General Permit for the Discharge of Stormwater from Small Municipal Separate Storm Sewer Systems (MS4 General Permit)

TOWN PLAN AND  
ZONING COMMISSION

SECTION 12 SPECIAL PERMIT WITH  
DESIGN REVIEW

APPLICANT/OWNER: CLAUDIO VECHCHIARINO  
52 NATIONAL DRIVE  
GLASTONBURY, CT 06033

FOR: 52 NATIONAL DRIVE

MOVED, that the Town Plan & Zoning Commission approve the application of Claudio Vecchiarino for a Section 12 Special Permit with Design Review – Construction of a 2,864 square foot addition and parking lot improvements – 52 National Drive – Planned Employment Zone & Flood Zone, in accordance with the plan set entitled “Proposed Building Addition Map E5 Street 4680 Lot S0003A 52 National Drive, Glastonbury, Connecticut” prepared by Dutton Associates dated 01/24/2022 and revised 09/12/2022, 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 April 14, 2022.
2. In adherence to the Sanitarian’s memorandum dated October 12, 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.


APPROVED: TOWN PLAN & ZONING COMMISSION  
OCTOBER 18, 2022

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ROBERT J. ZANLUNGO JR., CHAIRMAN

## MEMORANDUM

To: Town Plan & Zoning Commission

From: Suzanne Simone, Environmental Planner 

Date: April 22, 2022

Re: Recommendation to the Town Plan & Zoning Commission for a Special Permit with Design Review; 52 National Drive

The Conservation Commission approved the following recommendation to the Town Plan & Zoning Commission at the April 14, 2022 meeting:

MOVED, that the Conservation Commission recommends to the Town Plan & Zoning Commission approval of a Special Permit for New England Traffic Solutions for a 3,000 square foot addition to existing building with parking modifications and water quality enhancement at 52 National Drive, in accordance with plans entitled "Proposed Building Addition, 52 National Drive, Dated April 7, 2022" 10 Sheets and 1 color landscape plan, and in compliance with the Inland Wetlands and Watercourses Agency permit issued on April 14, 2022, and valid through April 14, 2027.

cc: Claudio Vecchiarino, New England Traffic Solutions  
Jim Dutton, Dutton Associates



**FORMAL ACTION & RECOMMENDATION #1  
MEETING OF 04-14-22**

**DRAFT RECOMMENDATION TO  
THE TOWN PLAN & ZONING COMMISSION  
RE: 52 NATIONAL DRIVE**

MOVED, that the Conservation Commission recommends to the Town Plan & Zoning Commission approval of a Special Permit for New England Traffic Solutions for a 3,000 square foot addition to existing building with parking modifications and water quality enhancement at 52 National Drive, in accordance with plans entitled "Proposed Building Addition, 52 National Drive, Dated April 7, 2022" 10 Sheets and 1 color landscape plan, and in compliance with the Inland Wetlands and Watercourses Agency permit issued on April 14, 2022, and valid through April 14, 2027.

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**FORMAL ACTION & RECOMMENDATION #1  
MEETING OF 04-14-22**

**DRAFT MOTION – 52 NATIONAL DRIVE  
INLAND WETLANDS AND WATERCOURSES AGENCY PERMIT**

MOVED, that the Inland Wetlands and Watercourses Agency grants an inland wetlands and watercourses permit to New England Traffic Solutions for a 3,000 square foot addition to existing building with parking modifications and water quality enhancement at 52 National Drive, in accordance with plans entitled “Proposed Building Addition, 52 National Drive, Dated April 7, 2022” 10 Sheets and 1 color landscape plan, and in compliance with the following stipulations:

1. Permittee is responsible for the proper installation and consistent monitoring of the sediment and erosion controls and stabilization measures. Permittee shall inspect the sediment and erosion controls and stabilization measures a minimum of once a week and within 24 hours prior to a forecasted rain event, and within 24 hours of the end of a weather event producing a rainfall amount of 0.5 inch or greater.
2. Erosion controls shall be maintained in proper working condition and shall be replaced as needed until the site is vegetatively stabilized. Hay bales shall be replaced after 60 days. The Environmental Planner is hereby authorized to require increased inspections and additional soil erosion and sediment controls and stabilization measures as warranted by field conditions.
3. The wetland boundary shall be field located and flagged prior to the site work for the installation of the water quality stone trench and excavation for the concrete galleries.
4. The Construction Sequence and Erosion Control Notes (Sheet #7) shall be stringently adhered to.
5. Material shall not be stockpiled nor deposited within wetland areas.
6. Trees identified to remain in the landscape, as detailed in the above referenced plans, shall be preserved and saved when possible. Said trees shall be protected with the use of high visibility construction fence during construction or otherwise protected as required by staff.
7. The permit is valid for 5 years from date of issuance, and shall expire on April 14, 2027.

October 13, 2022

**MEMORANDUM**

To: Town Plan and Zoning Commission  
Jonathan Mullen, Town Planner

From: Stephen Braun, Assistant Town Engineer



Re: Proposed Building Addition  
52 National Drive

The Engineering Division has reviewed the plans for a proposed building addition located at 52 National Drive prepared by Dutton Associates, LLC last revised September 12, 2022 and the related Drainage Report dated January 24, 2022. All prior comments from this office have been addressed to our satisfaction and we have no additional comments to offer at this time.




# *Town of Glastonbury*

## *Health Department*

### MEMORANDUM

Date: October 12, 2022

To: Town Planning & Zoning, Conservation & WPCA Commissions

From: Don Kendrick, R.S., Sanitarian 

Re: 52 National Drive, Building Addition and Parking Lot Improvements

The Department has reviewed the plans prepared January 24, 2022 (revised September 24, 2022) by Dutton Associates, LLC. The property will be served by public water and public sewer.

The Department recommends approval of this proposal.

Note: The architectural plans prepared by TPC (Thomas P. Carlone AIA, LLC) dated August 24, 2022 do not appear to show a bathroom in the proposed addition nor an interior connection to the original structure which has bathrooms. Since this is not a public space, health department regulations do not apply to the above concern (unless inappropriate disposal of sewage occurs) however convenient access to a bathroom is recommended.

Revised 9-22-17





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

PROJECT: New England Traffic Solutions LOCATION: 52 National Drive

xx NEW CONSTRUCTION CHANGE OF USE SUBDIVISION XX COMMERCIAL

OCCUPANCY CLASSIFICATION: Group S /B FILE # 22-30

PROPOSED FIRE PROTECTION: via MDC water main & GFD  
ENGINEER'S PLAN: A-21-081-1 INITIAL PLAN REVISED PLAN 1-24-22

ENGINEER: Dutton Associates, LLC

ADDRESS: 67 Eastern Blvd PHONE: 860-633-9401

DATE PLANS RECEIVED: 10-13-22 DATE PLANS REVIEWED: 10-13-22

COMMENTS: None

A handwritten signature in black ink, appearing to read "Chris Siwy", with a stylized flourish at the end.

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:** APPLICATION OF CLAUDIO VECCHIARINO  
SECTION 12 PERMIT FOR ADDITION AND PARKING LOT  
IMPROVEMENTS- 52 NATIONAL DR.  
**DATE:** 10/11/2022

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Members of the Police Department have reviewed the application of Claudio Vecchiarino for a Section 12 Special Permit with Design Review for a building addition and parking lot improvements- 52 National Dr- Planned Employment Zone.

The police department has no objection provided that any roadside signage does not conflict with a clear sightline view for motorists.

A handwritten signature in blue ink, appearing to read "MS Porter", is written over a horizontal line.

Marshall S. Porter  
Chief of Police

ARCHITECTURAL AND SITE DESIGN REVIEW COMMITTEE  
*Portion of* AMENDED MINUTES OF THE AUGUST 16, 2022 REGULAR MEETING

*The meeting commenced at 5:00 PM in the Council Chambers, 2<sup>nd</sup> Floor, Town Hall and via Zoom.*

**1. ROLL CALL**

**Present:** Brian Davis, Chairman, Debra De Vries-Dalton Vice Chairman, Mark Branse, Secretary, Jeff Kamm and Amy Luzi; Rebecca Augur, Director of Planning & Land Use Services, Gregory Foran, Parks Superintendent/Tree Warden and Jonathan E. Mullen, AICP, Planner

**Excused:** Robert Shipman

**52 NATIONAL DRIVE – 3,000 square foot addition to building with parking modifications and water quality enhancements – Planned Employment and Flood Zones – Dutton Associates, LLC – Claudio Vecchiarino, New England Traffic Solutions, applicant – FORMAL REVIEW**

Jim Dutton of Dutton Associates, LLC reviewed the changes that have been proposed since the last meeting. The proposed addition will be warehouse space only. He presented images of the existing rooftop units on the building, which are only visible from certain angles. Ms. Dalton liked the selection of trees and their placements. While understanding the rapid flow from the drainage pipe along the narrow ledge, she would like to see more ground cover on the west side. Mr. Dutton worries about potential drainage issues, explaining that the building was built very low, so placing lots of plantings against it will hold the water. Ms. Dalton suggested leaving a foot of gravel. Mr. Dutton stated that perhaps they could do something around the trees.

Mr. Kamm is bothered that no architectural drawing was provided for this application; because he does not see the trees matching, it makes him not trust the building matching. He asked about matching the existing brick. The applicant, Mr. Vecchiarino, explained that the original brick is from the 1970s, which they have unsuccessfully tried to match. However, they have done their best to carry the colors and the window look to offset the difference.

Ms. Luzi would like to see more green cover. She suggested planting a cover bed to break up the building with a green buffer. She also noted that the renderings show nothing on the back side, and she is concerned about the lack of windows. She suggested reusing the windows that the applicant already has, which would allow light into the warehouse. Ms. Luzi would also like to see the brick matched as a tribute to the original building. She has no problem with the rooftop units. She asked if the warehouse would have air conditioning. Mr. Dutton replied no, it will not. Mr. Vecchiarino stated that they cannot reuse those windows on this type of building, but he is not opposed to adding windows on the top. However, he is opposed to matching the brick, stating that they have done their due diligence on that. He also fears that the suggested plantings will cause potential water seepage. Ms. Luzi noted that an awning over the exit door would also help break up the surface. She would like the trash enclosure to not be a chain link fence, and the Committee must also discuss signage. The applicant had no objections to these conditions.

Mr. Flinchum shared Mr. Kamm's concern, adding that the renderings should have been checked before they were submitted. He asked about flexibility on the parking spaces since there are very few visitors to

the site. Mr. Mullen noted that the parking is calculated at one space per every 2,500 square feet. Mr. Shipman noted that there is a lot of gravel in the front. He suggested that the applicant shrink up the stone area and put two ornamental trees off each corner, and in front of the Eversource utility box, use something lower than evergreen to soften it. The immense parking lot next door bothers him. He would also like to see more trees in larger groupings. Ms. Dalton concurred, stating that more trees would lessen the heat island effect on both parking lots.

Motion by: Ms. Luzi

Seconded by: Ms. Dalton

The Glastonbury Architectural and Site Design Review Committee forwards a favorable recommendation to the Town Plan and Zoning Commission on the architectural and site design, as shown on the plans, subject to the following conditions:

1. Convert the two parking spaces and proposed sidewalk in front of the addition at the southwest corner to a landscape bed and redirect the sidewalk with a minimum of two trees and gravel along the foundation.
2. Reduce the size of the stone beds to an average of five feet off the building, with bump outs at the northeast and northwest corners and at the transformer location.
3. Change arborvitae to pink berry to screen the Eversource transformer.
4. Plant trees in grove-like groupings of deciduous and evergreen species along the eastern and western property lines.
5. Add windows to the second floor in the same pattern as the original building on the eastern and southern sides of the addition.
6. Add a canopy over the southeast door of the addition.
7. Show trash enclosure materials. Materials not to be a chain link fence. Suggest use of PVC to coordinate with the building.
8. Signs shall comply with the zoning regulations.
9. Coordinate architectural drawings ensuring that the accent band and awning are preserved as depicted in the submitted renderings, as well as in the fenestration patterns.

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

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ARCHITECTURAL AND SITE DESIGN REVIEW COMMITTEE  
*Portion of AMENDED MINUTES OF THE MAY 17, 2022 REGULAR MEETING*

*The meeting commenced at 5:00 PM in the Council Chambers, 2<sup>nd</sup> Floor, Town Hall and via Zoom.*

**1. ROLL CALL**

**Present:** Brian Davis, Chairman, Debra De Vries-Dalton Vice Chairman, Mark Branse, Secretary, Jeff Kamm and Amy Luzi; Rebecca Augur, Director of Planning & Land Use Services, Gregory Foran, Parks Superintendent/Tree Warden and Jonathan E. Mullen, AICP, Planner

**Excused:** Robert Shipman

**52 NATIONAL DRIVE-proposed building addition-Planned Employment and Flood Zones; Dutton Associates, New England Traffic Solutions, applicant - INFORMAL REVIEW**

Jim Dutton presented the application. Chairman Davis stated that it was easy to tell the addition from the original building. He recommended treating the corner of the addition to resemble the corner on the front of the existing building. Mr. Davis also recommended that the applicant prepare renderings for the next iteration of plans.

The Committee recommended relocating the existing large window on the back of the building to the southwest corner of the addition. The Committee also felt the addition could be better integrated with the main building. They recommended that the applicant prepare elevation drawings of all sides of the building and accurate color renderings. It was also suggested adding more landscaping to the east side of the building to match the west side and adding more shade trees.

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TOWN PLAN AND ZONING COMMISSION  
PLANS REVIEW SUBCOMMITTEE  
*Portion of* MINUTES OF FEBRUARY 23, 2022 SPECIAL MEETING

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

**Present:** Subcommittee Members Robert Zanlungo, Sharon Purtill, and Michael Botelho;  
Jonathan E. Mullen, AICP, Planner

**52 NATIONAL DRIVE – proposal for a 3,000 square foot building addition with parking modifications and water quality enhancements – Planned Employment and Flood Zones  
Dutton Associates, LLC – Claudio Vecchiarino, New England Traffic Solutions, applicant**

Jim Dutton of Dutton Associates stated the proposal is to construct a 3,000 square foot addition on the south side of the existing building. He said that the addition would be warehouse space for the applicant’s business. Mr. Dutton then discussed the site itself; approximately half the property is encumbered by conservation easement. Wetlands are located at the south end of the property. Mr. Dutton stated that the proposal would reduce the number of parking spaces, however, the site would still meet the minimum parking requirement for the use. Mr. Dutton explained the due to the grade of the property the proposed addition would be elevated to ensure the finished floors of the building sections matched. Mr. Dutton added that a ramp will be located along the back edge of building for receiving materials and shipping finished product. The plan includes reconfiguring the front sidewalk. Mr. Dutton explained that there currently is no water quality treatment on site. The proposal includes constructing a stone-lined swale with a concrete level spreader along the south end of the parking lot. The swale is designed to capture and treat 70 percent of stormwater that will sheet flow from the parking lot. To prevent cars from driving on the stone swale, bollards will be installed along the southern portion of the parking area.

Mr. Dutton said that the plan calls for additional landscaping and street trees. The landscape plan also calls for removing the paved area at the southwest corner of the site, which is currently used for parking. Mr. Dutton stated that there would be no change to site lighting. Tom Carlone, Project Architect, spoke about building colors, and a new canopy over the main entrance of the building. Mr. Botelho asked if the colors and materials of the proposed addition would match the existing building. Mr. Carlone replied that they would match. Mr. Carlone then stated that signage would be installed on the new canopy over the main entrance. Mrs. Purtill asked about the materials for the addition. Mr. Carlone stated that the exterior of the addition would consist of vertical ribbed metal siding. Mr. Botelho asked about the windows for the proposed addition. Mr. Carlone responded that they would be changing color but keeping the same window fenestration.

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