

**THE GLASTONBURY TOWN PLAN AND ZONING COMMISSION  
REGULAR MEETING MINUTES OF TUESDAY, JULY 18, 2023**

The Glastonbury Town Plan and Zoning Commission, with Shelley Caltagirone, Director of Planning and Land Use Services, and Gary Haynes, 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 J. Zanolungo, Jr., Chairman  
Ms. Sharon Purtill, Vice Chair  
Mr. Corey Turner, Secretary  
Mr. Raymond Hassett  
Mr. Emilio Flores  
Mr. Philip Markuszka  
Ms. Laura Cahill, Alternate  
Mr. Dennis DesMarais, Alternate  
Ms. Sharon Jagel, Alternate

Chairman Zanolungo called the meeting to order at 7:02 P.M. He welcomed Commission Alternates Jagel and DesMarais.

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**PUBLIC HEARING**

**1. Application of Skip Kamis for resubdivision approval and a waiver of sidewalk construction at 152 Dug Road – one lot into two – Rural Residence Zone and Groundwater Protection Zone 1**

Jon Sczurek of Megson, Heagle, & Friend, LLC, explained that the property is 0.72 acres and slopes from south to north towards Dug Road, which is unpaved. There are no wetlands on-site. The proposal would subdivide the property into two lots; one with the existing house and one with a new single-family house for the applicant’s daughter. The new lot will be 0.91 acres. Soil testing was completed favorably, and the project meets the groundwater standards and nitrogen loading standards. The applicant is also requesting a sidewalk waiver due to the rural location of the property and the slopes along both sides of Dug Road. A positive recommendation has been received from the Conservation Commission.

There were no comments from the public.

**Motion by:** Secretary Turner

**Seconded by:** Commissioner Hassett

MOVED, that the Town Plan and Zoning Commission approve the request of Skip Kamis for waiver of a sidewalk construction in conjunction with a 2-lot Subdivision at 152 Dug Road.

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

**Motion by:** Secretary Turner

**Seconded by:** Commissioner Hassett

MOVED, that the Town Plan and Zoning Commission approve the application of Skip Kamis for resubdivision approval at 152 Dug Road – one lot into two – Rural Residence Zone & Groundwater Protection Zone 1, in accordance with the plan set entitled “Subdivision Plan 152 Dug Rd prepared by Megson, Heagle and Friend, revision date 6/15/23” and:

1. In compliance with the conditions set forth by the Conservation Commission in their recommendation for approval to the Town Plan and Zoning Commission dated May 25, 2023.
2. In adherence to:
  - a. The Health Department memorandum dated July 10, 2023.
  - b. The Engineering Department memorandum dated July 12, 2023.
  - c. The Police Department memorandum dated July 11, 2023.
3. With the following conditions:
  - a. Prior to issuance of a Building Permit, the applicant shall file the motion of approval and Sheets #1-3 of Subdivision Plan on the Town Land Records.
  - b. Prior to issuance of a Building Permit, the applicant shall file two (2) paper copies of the finalized, approved plans in the Office of Community Development.
  - c. 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 was accepted unanimously {6-0-0}.

**2. Application of Rob Liflander for a Section 4.11 Flood Zone Special Permit & a Section 12.9 Minor Change – solar carport installation – 769 Hebron Avenue – Planned Employment & Flood Zones – Gemma Power, owner**

Jon Sczurek of Megson, Heagle, & Friend, LLC, explained that the site contains the offices for Gemma Power Systems, LLC. The proposal is to construct a solar carport over 19 parking spaces that already exist on the property. Storm drainage would be located under the structure. Two landscaping options were submitted but the applicant proposes moving ahead with option 2, which will contain more interspersed plantings and trees along the frontage as requested by the Architectural & Site Design Review Committee (ASDRC). The applicant would also like the plane of the carport to follow the slope of the parking lot grade as it is presently designed. This design does not comply with the recommendation of the ASDRC. Mr. Haynes explained that the ASDRC preferred a tubular structure over the “I” beam steel elements, but because of the considerable cost increase, the ASDRC recommended at minimum that the “I” beam structure be powder coated to match the trim of the building. Additionally, the ASDRC recommended that the carport be level to the building rather than following the slope of the grade. Town staff believes that Option 2 for the landscaping plan is suitable.

Mr. Sczurek said that the parking lot slopes from the south to the north. Rob Liflander, the applicant, explained that the carport manufacturer informed them that the “I” beam columns would stay the same and that the 3-foot diameter concrete footer on the north end would rise to 8 feet tall as compared to 3 feet tall on the south end . Therefore, the applicant felt that it would look strange. Mr. Zanolungo asked about the landscaping on the road and whether it mitigates the ASDRC’s concerns. Mr. Sczurek assured that Option 2 mitigates the ASDRC’s concern that the plantings as previously proposed would not screen the carport from the view of drivers.

Commissioner Hassett asked if the carport will limit any other parking spots beyond the 19 listed. Mr. Sczurek replied no. Mr. Hassett asked if the Fire Marshal needs to be consulted. Mr. Haynes responded that they have received a supplemental email from the new Fire Marshal. His only comment was that the carport slope was 13 feet, 6 inches off the ground, which is the clearance needed for a fire truck to drive around. Vice Chair Purtill leans towards keeping the carport level, which she believes looks more attractive. Alternate Cahill agreed. Commissioner Markuszka asked if there is a cost difference to changing to a level structure. Mr. Sczurek replied yes, there is a cost and time increase to do this. Commissioner Flores stated that there is a moment while driving that one can see the slope difference between the building and carport. However, there is a longer period where one can see concrete piers.

Mr. Liflander noted that the owner is considering installing electric vehicle chargers there, but that is not part of this application. Secretary Turner stated that the giant 8-foot column is new information which the ASDRC did not have. He would like to hear their opinion beforehand. Mr. Zanolungo agreed. Ms. Caltagirone noted that the Chairman of the ASDRC preferred a level design. She asked if the Commission would prefer to consult the chair for his recommendation or return the matter to the full committee. Mrs. Purtill is uncomfortable approving the application tonight. Mr. Liflander explained that the executives at Gemma Power would prefer to have the carport follow the slope to the ground. With the screening and lack of pedestrian traffic, they feel that the difference of how it looks on the street will be very minimal.

Mr. Zanolungo opened the floor for comments from the public.

***Kurt Cavanaugh of 45 Johnny Cake Lane***, is concerned with the treatment of the columns. He would like them to look attractive regardless of how much money it may cost.

Mr. Liflander pointed out that the ASDRC did not mention the canopy at their first meeting. During their second meeting, the concern over the slope was raised. The applicant returned to the manufacturer to discuss that option. They were told that because of the different stresses of the different length columns, they would design it with the same length steel columns but with a different height concrete pier. If they had to make different length columns, then the longer columns would be larger to compensate for the greater stresses on the longer height of those columns. Mr. Zanolungo thinks that is good information for the ASDRC to have. He asked for a motion to table the hearing.

***Motion by:*** Secretary Turner

***Seconded by:*** Commissioner Hassett

MOVED, that the Town Plan and Zoning Commission hereby tables the public hearing.

**Result:** Motion to table the hearing was accepted unanimously {6-0-0}.

## **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 June 20, 2023 Regular Meeting**

**Motion by:** Secretary Turner

**Seconded by:** Commissioner Flores

**Result:** Minutes were accepted {5-1-0} with one abstention from Vice Chair Purtill, who chose not to vote since she was not present at the meeting.

- 3. Application of Paul Cavanna for subdivision approval and a waiver of sidewalk construction – one lot into two – 89 Woodland Street – Rural Residence Zone**

Elizabeth Giannelli Cavanna explained that she and her husband Gino are seeking to build their home on the site. Andrew Bushnell of Bushnell Associates, LLC prepared the subdivision plans. He explained that the farm is on a 177-acre parcel; the new lot they propose is a 2.6-acre lot. The new house will share the existing driveway and the utilities. There are no wetlands on the proposed lot. The Conservation Commission has favorably recommended the project. Soil testing was completed favorably. There will be service via an on-site well. They ask for a waiver of street trees because Woodland Street is heavily wooded. They also ask for a waiver of sidewalk requirements.

Mr. Turner asked to address the unresolved comments on the Town Engineer's memorandum. Mr. Bushnell replied that the rain garden issue has been resolved but is not yet reflected on the plans. Mr. Haynes echoed that four comments from the Town Engineer's memorandum are incorporated into the plans and will be in the final drawings. Mr. Zanolungo asked what would happen in the event of a fire. The applicant, Paul Cavanna, responded that there is a pond on the property and two, 4,000-gallon pressurized water trucks.

**Motion by:** Secretary Turner

**Seconded by:** Commissioner Hassett

MOVED, that the Town Plan and Zoning Commission approve the application of Paul Cavanna for subdivision approval and a waiver of sidewalk construction – one lot into two – 89 Woodland Street – Rural Residence Zone & Groundwater Protection Zones 1 & 2, in accordance with the plan set entitled “Subdivision Plan 63-65 Woodland Street, prepared by Bushnell Associates LLC, revision date 6/23/23” and:

1. In compliance with the conditions set forth by the Conservation Commission in their recommendation for approval to the Town Plan and Zoning Commission dated July 14, 2023.
2. In adherence to:
  - a. The Health Department memorandum dated July 10, 2023.

- b. The Engineering Department memorandum dated July 12, 2023.
  - c. The Police Department memorandum dated July 11, 2023.
3. With the following conditions:
- a. Prior to issuance of a Building Permit, the applicant shall file the motion of approval and Sheets #3 and 4 of Subdivision Plan on the land records of the Town Clerk.
  - b. Prior to issuance of a Building Permit, the applicant shall file two (2) paper copies of the finalized. approved plans in the Office of Community Development.
  - c. 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 was accepted unanimously {6-0-0}.

**Motion by:** Secretary Turner

**Seconded by:** Commissioner Flores

MOVED, that the Town Plan and Zoning Commission approve the request of Paul Cavanna for waiver of a sidewalk construction in conjunction with a 2-lot Subdivision at 63-65 Woodland Street.

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

4. **Tabled Application of G & L Glastonbury LLC for a Section 12.9 Minor Change – increase in medical office space leading to reconfiguration of parking to allow increased parking – 148 Eastern Boulevard – Planned Employment Zone** *continued*

5. **CONSENT CALENDAR**

- a. Scheduling of Public Hearings for the Regular Meeting of August 8, 2023:
  - i. Application of John and Paul Cavanna for a Section 6.2 Excavation Special Permit for new excavation in the “Front Pit” – 63-65 Woodland Street – Rural Residence Zone
  - ii. Application of John and Paul Cavanna for a Section 6.2 Excavation Special Permit for new excavation in the “Middle Pit” – 63-65 Woodland Street – Rural Residence Zone
- b. Scheduling of Joint Public Hearing with Town Council for Council’s Meeting of August 1, 2023: Application of Glastonbury Housing Authority for a Preliminary Development mPlan to re-zone 55 Nye Road from Planned Employment to Residence A and Planned Area Development
- c. Section 8-24 Connecticut General Statutes Referral from the Town Council regarding sidewalk extension along Bell Street

**Motion by:** Commissioner Hassett

**Seconded by:** Commissioner Markuszka

**Result:** Consent calendar was accepted unanimously {6-0-0}.

6. **Appointments to the Planned Area Development (PAD) Subcommittee**

Ms. Caltagirone explained that they seek to appoint two or three commission members to a joint subcommittee of Town Council and TPZ members. The Council has also recommended

appointing one member from the ASDRC. Following these appointments, they will schedule the subcommittee meetings.

**Motion by:** Vice Chair Purtill

**Seconded by:** Commissioner Markuszka

MOVED, that the Glastonbury Town Plan and Zoning Commission hereby appoints Alternate Sharon Jagel and Secretary Corey Turner, as well as one as-of-yet to be identified ASDRC member, to the PAD Subcommittee.

**Result:** Appointments were accepted unanimously {6-0-0}.

#### **7. Appointment to the Town Green Planning Subcommittee**

Ms. Caltagirone explained that they would like to receive input from the ASDRC on how to refine the master plan, prior to hiring a consultant. She has asked the ASDRC to appoint a few members to a subcommittee.

**Motion by:** Vice Chair Purtill

**Seconded by:** Commissioner Markuszka

MOVED, that the Glastonbury Town Plan and Zoning Commission hereby appoints Commissioner Phil Markuszka and Alternate Dennis Desmarais to the Town Green Planning Subcommittee.

**Result:** Appointments were accepted unanimously {6-0-0}.

#### **8. Chairman's Report     None**

#### **9. Report from Community Development Staff**

Ms. Caltagirone noted that commissioners have to meet their continuing education/training hours by the end of the year. On August 1, there will be a joint meeting with the Council. It will be a hybrid meeting, so commissioners may attend via Zoom. The meeting will discuss both the project at 55 Nye Road as well as design guidelines. She will provide hard copies of the design guidelines draft at that meeting. She also provided an update on the Building-Zone regulations text amendments. The Council approved an amendment to address forestry operations, and it will continue the public conversation on an inclusionary zoning draft amendment. There will be a revised draft amendment after the Council's July 25 meeting.

The Town Plan and Zoning Commission adjourned their meeting at 8:25 P.M.

Respectfully Submitted,

**Lilly Torosyan**

Lilly Torosyan

Recording Clerk