



STAFF REPORT

Staff Contact: Gary Haynes, Planner

OFFICE OF COMMUNITY DEVELOPMENT

Tel: (860) 652-7510

Email: planning@glastonbury-ct.gov

Meeting Date: December 12, 2023	Submittal Date: November 6, 2023
Agenda Item: # 3	Date of Receipt: November 21, 2023
Application Type: Section 12.9 Minor Change	

Proposal Address:
148 Eastern Blvd

Applicant: Intelvio, LLC

Owner: G + L Glastonbury LLC

Proposal:
Section 12.9 Minor Change

Zone: Planned Employment Zone

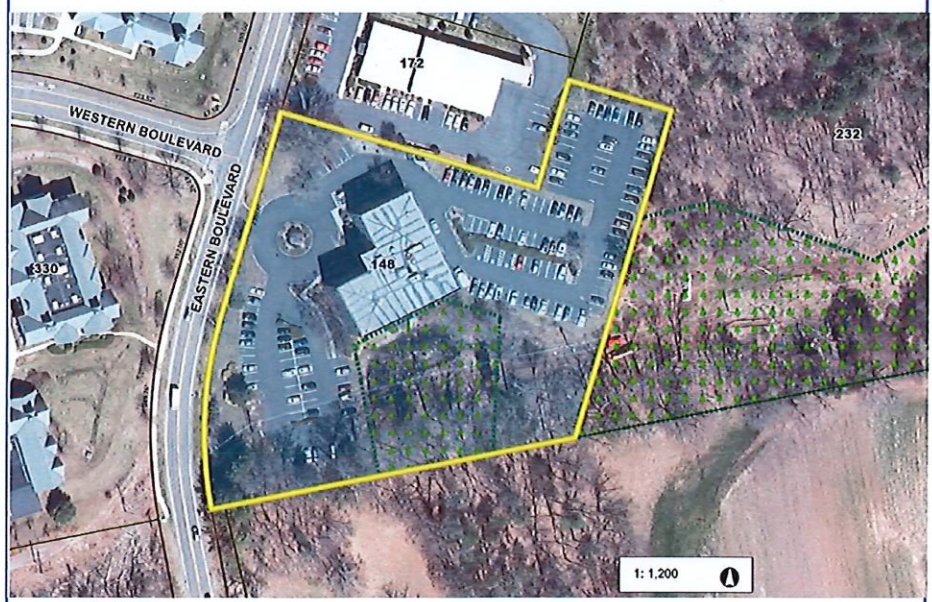
Existing Land Use:
Office Building

Attached for Review:

- Draft motions
- Department Memos
- Applicant Packet / Parking Plan

Executive Summary

- Applicant existing building has 40,839 square feet.
- Applicant previously received approval in August of 2023 to add 10,123 square feet of medical office reducing general office to 30,716 square feet.
- Office use for general office 1 space for every 200 square feet is required and for medical office 1 space for every 150 square feet is required.
- Based on August 2023 approval applicant is approved for 67 parking spaces for the medical office use and 154 parking spaces for the general office use for total of 221 parking spaces.
- Applicant is proposing 1656 sq ft Medical Training Office to be used as part of the previously approved 10,123 sq ft of Medical Office.
- Medical Training will be for Phlebotomy Training.



Aerial View

Site Description

The property is 3.78 acres and is zoned Planned Employment. The building has 40,839 square feet of office space.



Street View

Proposal

The applicant is proposing 1656 sq ft tenant fitout for Medical Training for Phlebotomy to be used as their approved medical office space.

Planning and Zoning Analysis

The proposed use is allowed by special permit and they meet the parking standards as previously approved by TPZ in August 2023. With applicant proposed use for Medical Training Facility of 1656 sq ft this will leave applicant with 8467 sq ft of available space to lease for Medical Office. No exterior changes are being proposed.



Town of Glastonbury

Community Development

DRAFT MOTION OF APPROVAL

TOWN PLAN AND ZONING COMMISSION

SECTION 12.9 MINOR CHANGE

Intelvio, LLC
1971 W 700 N
Suite 102
Lindon, UT 84042

RE: 148 Eastern Blvd

MOVED, that the Town Plan & Zoning Commission approve the application of Intelvio LLC for a Section 12.9 Minor Change – for a Phlebotomy training school – 148 Eastern Blvd – Planned Employment Zone – G + L Glastonbury LLC owner, in accordance with the plans on file with the Office of Community Development and the following conditions:

1. Adherence to:
 - a. The Police Department memorandum, dated December 4, 2023.
 - b. The Health Department memorandum, dated December 5, 2023.
 - c. The Fire Marshal memorandum, dated December 8, 2023.
 - d. The Engineering Department memorandum, dated December 6, 2023.

2. 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
December 12, 2023

ROBERT J. ZANLUNGO



Town of Glastonbury

GLASTONBURY POLICE DEPARTMENT • TEL (860) 633-8301 • FAX (860) 652-4290

CHIEF OF POLICE
Marshall S. Porter

CAPTAIN
Mark Catania

MEMORANDUM

TO: Town Plan and Zoning Commission

FROM: Marshall S. Porter, Chief of Police

DATE: 12/04/23

RE: Special Permit- Trade School- 148 Eastern Blvd.

Members of the Police Department have reviewed the design review application for the trade school at 148 Eastern Blvd. The Police Department has no objection to the proposal so long as the lots are numbered in accordance with section 17-19 of the Town Code of Ordinances.


MSP/ns





Town of Glastonbury
Health Department

Memo

December 5, 2023

To: Shelley Caltagirone, Director Planning and Land Use Services

Fr: Wendy S. Mis, Director of Health 

Re: 148 Eastern Boulevard
Application for Special Permit with Design Review

This office has received and reviewed the plan submitted for 148 Eastern Boulevard.

No public health impact is anticipated, and approval with respect to CT Public Health Code is forwarded for Commission consideration.



Town of Glastonbury

FIRE MARSHAL'S OFFICE • (860) 652-7526 • FireMarshal@glastonbury-ct.gov

Date: December 8, 2023

To: Office of Community Development

Re: TPZ agenda December 12, 2023

The fire marshal's office has no current comments for the items (1-5) of the agenda at this stage. We look forward to further review as plans develop for items 1, 3, and 4. Items 2 and 5 will not likely be in our jurisdiction.

Sincerely,

Michael Makuch
Fire Marshal

December 6, 2023

MEMORANDUM

To: Town Plan and Zoning Commission
Shelley Caltagirone, Director of Planning and Land Use Services

From: Daniel A. Pennington, Town Engineer / Manager of Physical Services



Re: 148 Eastern Boulevard (2nd Floor)
Phlebotomy Training School
Section 12 Special Permit with Design Review

The Engineering Division has reviewed the application materials for the proposed change of use for a Phlebotomy School at this address and has no comments. There was no site plan submitted or indication that any site improvements are required to accommodate the proposal. If it is determined that existing on-site parking is not sufficient for the proposed use then a site plan should be provided for further review.

TOWN PLAN AND ZONING COMMISSION
GLASTONBURY, CT
APPLICATION FOR SPECIAL PERMIT

Town of Glastonbury
Office of Community Development
RECEIVED
NOV - 6 2023

Application for:

- Section 12 Special Permit with Design Review (SPDR)
- Section 12.9 Minor Change to an approved Section 12 SPDR
- Section 6.2 Excavation Special Permit
- Section 6.8 Rear Lot Special Permit
- Section 4.11 Flood Zone Special Permit
- Section 6.11 Accessory Apartment Special Permit**
- ** Applicant must submit addresses of property owners within 100 feet of the premises in accordance with Section 6.11.4 of the Building-Zone Regulations
- Other

Application and fee to be submitted with 14 sets of plans - see other side for fees.

Consult appropriate section(s) of the Glastonbury Building Zone Regulations to determine standards and criteria for application evaluation.

Applicant

Name Intelvio, LLC

Address 1971 W 700 N, Suite 102,
Lindon, UT, 84042

Telephone 701-404-9434

Fax 385-327-2084

Property Owner

G&L Glastonbury, LLC c/o
Name Investment Capital Partners, Ltd.

Address 1077 Bridgeport Ave, Suite 201,
Shelton, CT, 06484

Telephone 203-259-5505

Fax 385-327-2084

Location of proposed use (include street address if applicable) 148 Eastern Blvd, 2nd Floor, Suite 202, Glastonbury, CT, 06033

Map/Street/Lot / / Zoning District of proposal PE

Nature of request, including type of use, reasons for application, etc.

We are a trade school specializing in training students in modern medical practices so upon graduation students can enter the workforce as certified Phlebotomists. We are filing this special permit to correct the permitted use of the leased space as a vocational school and meet the zoning requirements asked of us by the CT's Office of Higher Education.

Signature  _____
Applicant or Authorized Representative

DocuSigned by:
Signature Brian Whalen _____
4288D9B240FE4EC...
Owner or Authorized Representative

Date 10/31/23

Date 10/31/2023

Fees:

Special Permits:

**Sec. 12 SPDR, Sec. 6.2, Sec. 6.8,
Sec. 4.11, Sec. 6.11, Other**

**\$200.00
plus \$60.00 State of Connecticut Fee = \$260.00**

**Sec. 12 SPDR - an additional fee of \$25 for each
2,000 sq. ft. over 10,000 sq. ft. is required**

**Sec. 6.2 Excavation Special Permit - an additional fee of
\$40 for each 5 acres or portion thereof in excess of 10 acres**

Sec. 12.9 Minor Change

**\$50.00
plus \$60.00 State of Connecticut Fee = \$110.00**

For Office Use

Date Received: _____

Fee Paid: _____ Cash / Check

Public Hearing Scheduled _____

Public Hearing Advertised (1) _____

(2) _____

Action _____

Notice of Action _____

TOWN OF GLASTONBURY - OFFICE OF COMMUNITY DEVELOPMENT
STATE OF CONNECTICUT SIXTY DOLLAR (\$60.00) ADDITIONAL FEE REQUIRED

In accordance with Public Act 92-235 the State of Connecticut requires that any person, firm or corporation making application for approval of land use applications pay a sixty dollar (\$60.00) fee, in addition to any other fee which is required for application.

The following applications require submission of fee:

- Special Permits
- Subdivision and Resubdivision
- Change of Zone
- Planned Area Development Final Development Plan
- Inland Wetlands and Watercourses Permit
- Special Exceptions and Variances

Such fee shall be collected by the Town. Of the sixty dollars (\$60.00 collected; two dollars (\$2.00) shall be retained by the Town to cover administrative costs; and fifty-eight dollars (\$58.00) shall be deposited in the "Environmental Quality Fund established pursuant to Section 22a-27g" of the Connecticut General Statutes.

Please provide the following information and submit this form and the sixty dollar (\$60.00) fee to the Office of Community Development and/or Building Department upon submission of each application.

Name of Applicant Intelvio, LLC

Address 1971 W 700 N, Suite 102, Lindon, UT, 84042

Name of Project Phlebotomy Training Specialists

Address 148 Eastern Blvd, 2nd Floor, Suite 202, Glastonbury, CT, 06033

Type of Application:

- Special Permit Section Number 12
- Subdivision and Resubdivision _____
- Change of Zone _____
- Planned Area Development _____
- Final Development Plan and/or Zone Change _____
- Inland Wetlands and Watercourses Permit _____
- Special Exceptions and Variances _____

Date Fee Received _____

By _____

Project Number _____



PHLEBOTOMY

TRAINING SPECIALISTS

Description of Facility

Phlebotomy Training Specialists is a private post-secondary trade school looking to open a new school location at 148 Eastern Boulevard Suite 202, Glastonbury, CT 06033. The location consists of 1,656 square feet of open classroom space which will give students ample room to move freely and practice phlebotomy techniques. A usual class has about 10 students, with a maximum capacity of 20 students.

The entire space will be well-lit with natural light and the walls will be adorned with informative charts and medical diagrams. The classroom portion of the space is where the instructor will give presentations on topics such as equipment and additives, basic anatomy, and safe and effective venipuncture techniques. Emphasis will be placed on collection techniques, specimen processing, workflow practices, referrals, and utilizing laboratory information systems. The classroom portion will include large whiteboards, televisions, a student seating area, and a podium for the instructor.

A portion of the space will be allocated for laboratory stations, where students will gain hands-on experience in venipuncture and blood collection procedures. Each station is equipped with medical-grade supplies, including needles, syringes, specimen collection tubes, 7-gallon sharps containers, and other necessary equipment. There is a draw station for every two students as they will take turns practicing venipunctures on one another. The lab stations will also help students learn basic lab techniques by using centrifuges, BD vacutainer collection needles, BD winged infusion sets, BD vacutainers, BD vacutainer needle holders, alcohol swabs, cotton balls, vinyl/nitrile gloves, pipettes, aliquot tubes, frosted microscope slides, paper tape, infant heel warmers, and latex-free tourniquets.

Parking Analysis

Address of Classroom: 148 Eastern Blvd, 2nd floor, Suite 202, Glastonbury, CT 06033

Governing Rule: University, college, junior college and professional education: Ten (10) parking spaces for each classroom plus one (1) parking space for each three (3) seats in any auditorium, gymnasium or other public assembly space located within the development

Type of Education: professional education: Ten (10) parking spaces for each classroom

Current Parking Listing (June 2023)

Total Historic Parking spaces: 149 spaces

Total Existing Parking Spaces: 171 spaces

Total Proposed Additional Parking Spaces: 229 spaces

Parking Regulations (2018)

Requirement for Office Use: 1sp/200 sf

Classroom = 10 Spaces

Current Building Occupancy/Use:

Total Useable Building Area: 40,839 Square Feet (12% load factor)

Classroom Space: 1,457 Square Feet (3.61%)

General Office Space: 31,799 Square Feet (78.72%)

Vacant Space: 7,139 Square Feet (17.67%)

Parking Availability

Total Parking Spaces: 171 spaces

Total Required Spaces: 204 spaces

Total Proposed Needed: 221 spaces

Total Additional Spaces: 58 spaces

Vacant Spaces Necessary: 35 spaces

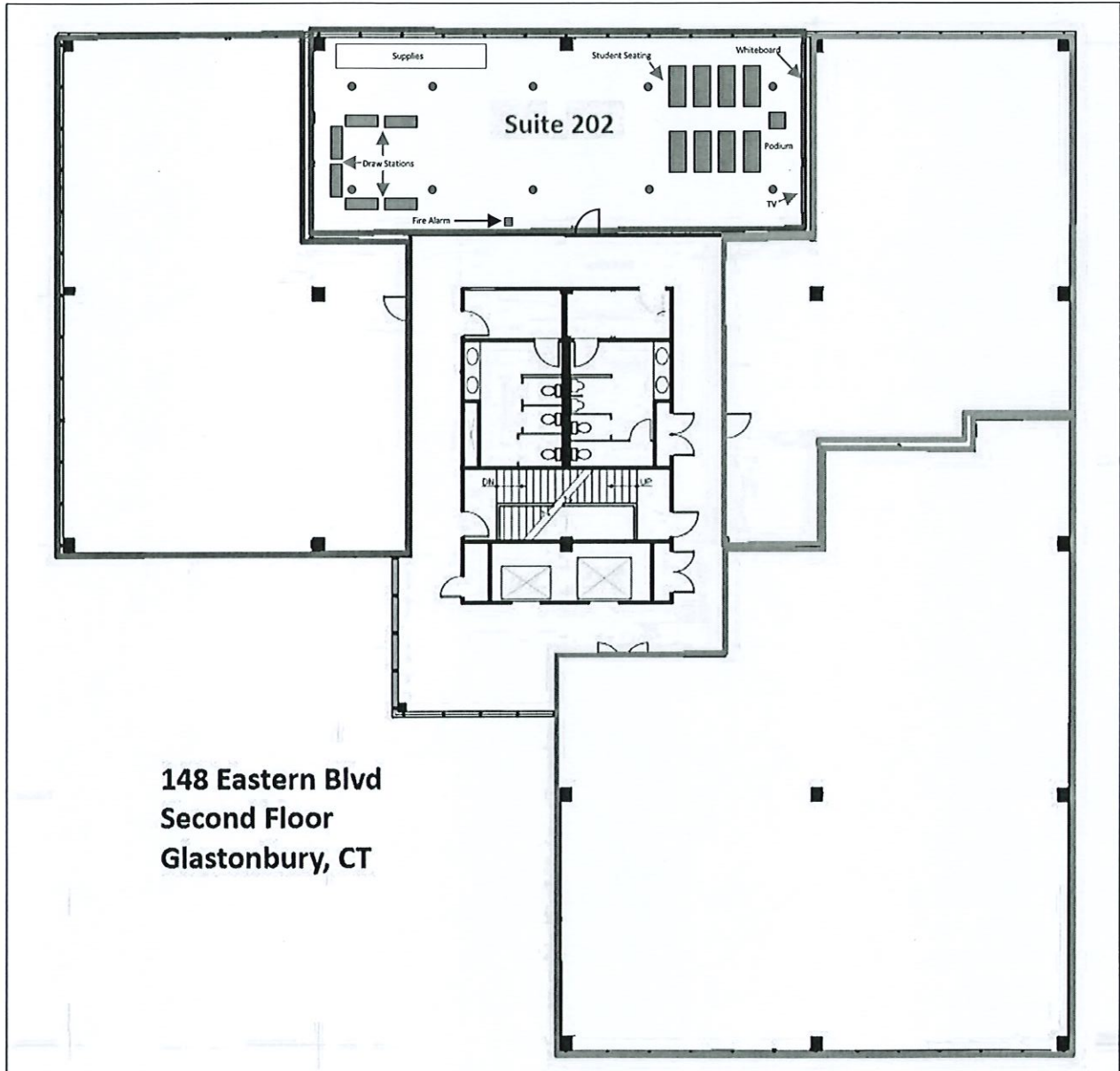
Available Proposed Space for classroom: 23 spaces

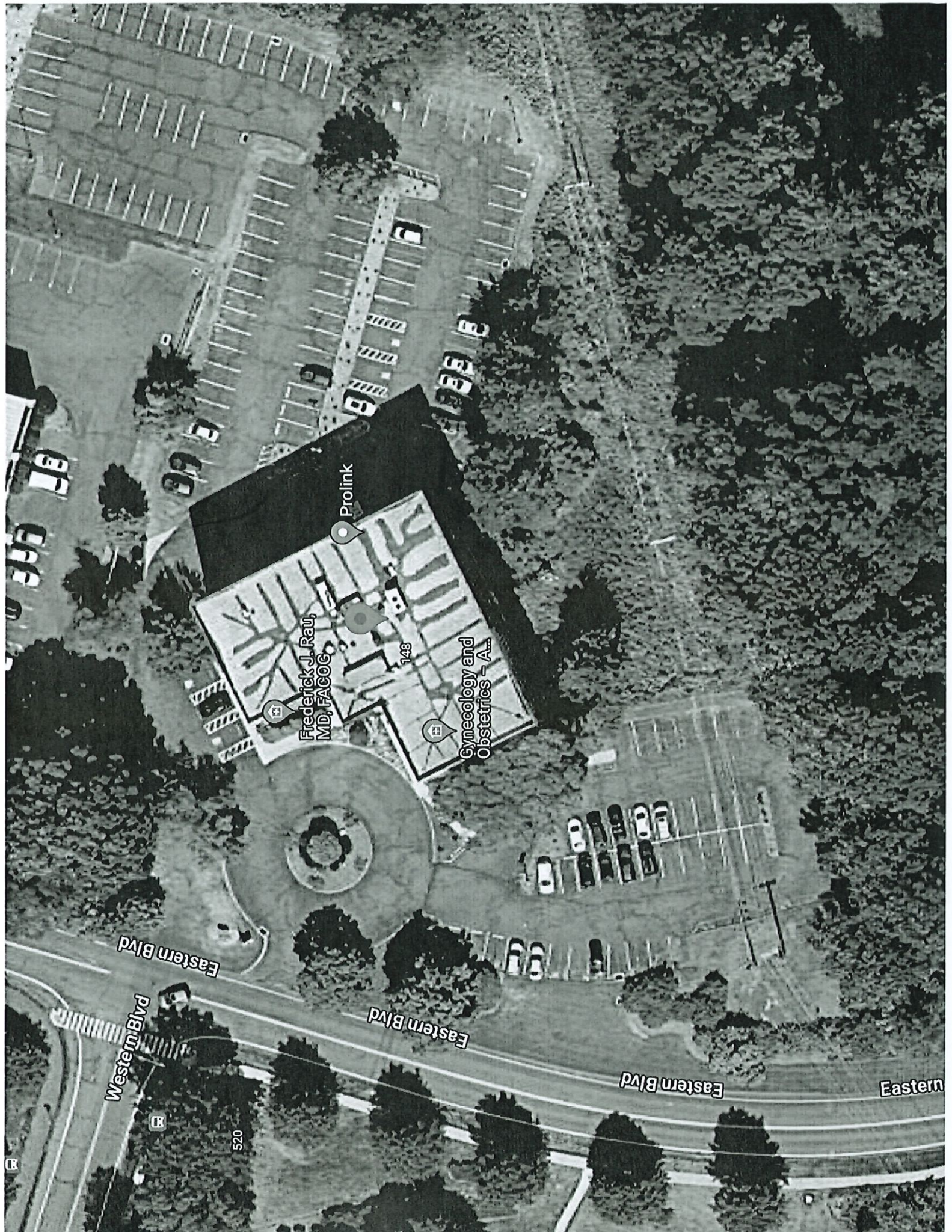
EXHIBIT A

PREMISES FLOOR PLAN

148 Eastern Boulevard
Glastonbury, Connecticut
Second Floor, Suite 202

● = Fire Sprinklers





Frederick J. Rau,
MD, FACOG

Gynecology and
Obstetrics - A...

ProLink

143

Eastern Blvd

Eastern Blvd

Eastern Blvd

Eastern

Western Blvd

520



General parking area

Handi cap parking

Loading Area

Prolink

West Entrance

Main Entrance

East Entrance

Frederick J. Rau, MD, FACOG

143

Gym and Ob...

Trash

Visitor Parking area

Handi cap parking

General parking area

Visitor Parking area

Eastern Blvd

Western Blvd

Entry

Exit

Eastern Blvd

Eastern Blvd

FILE NO.

1. THIS SUBDIVISION IS SUBJECT TO THE EASEMENTS, RIGHTS AND INTERESTS SHOWN ON THE PLATS AND RECORDS THEREON.
2. THE DISTANCES BETWEEN THE CORNERS OF THE LOTS ARE TO BE MEASURED AS SHOWN ON THE PLAT.

CATCH BASIN
(NO SCALE)

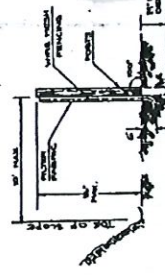
15203
PLAN VIEW

**PARKING SPACE CONSTRUCTION
(49 ADDITIONAL SPACES)**

(B) 11 COMPACT SPACES
"GATEWAY SUBDIVISION"
20 COMPACT SPACES

8 COMPACT SPACES

10' to 9' spaces
(additional)

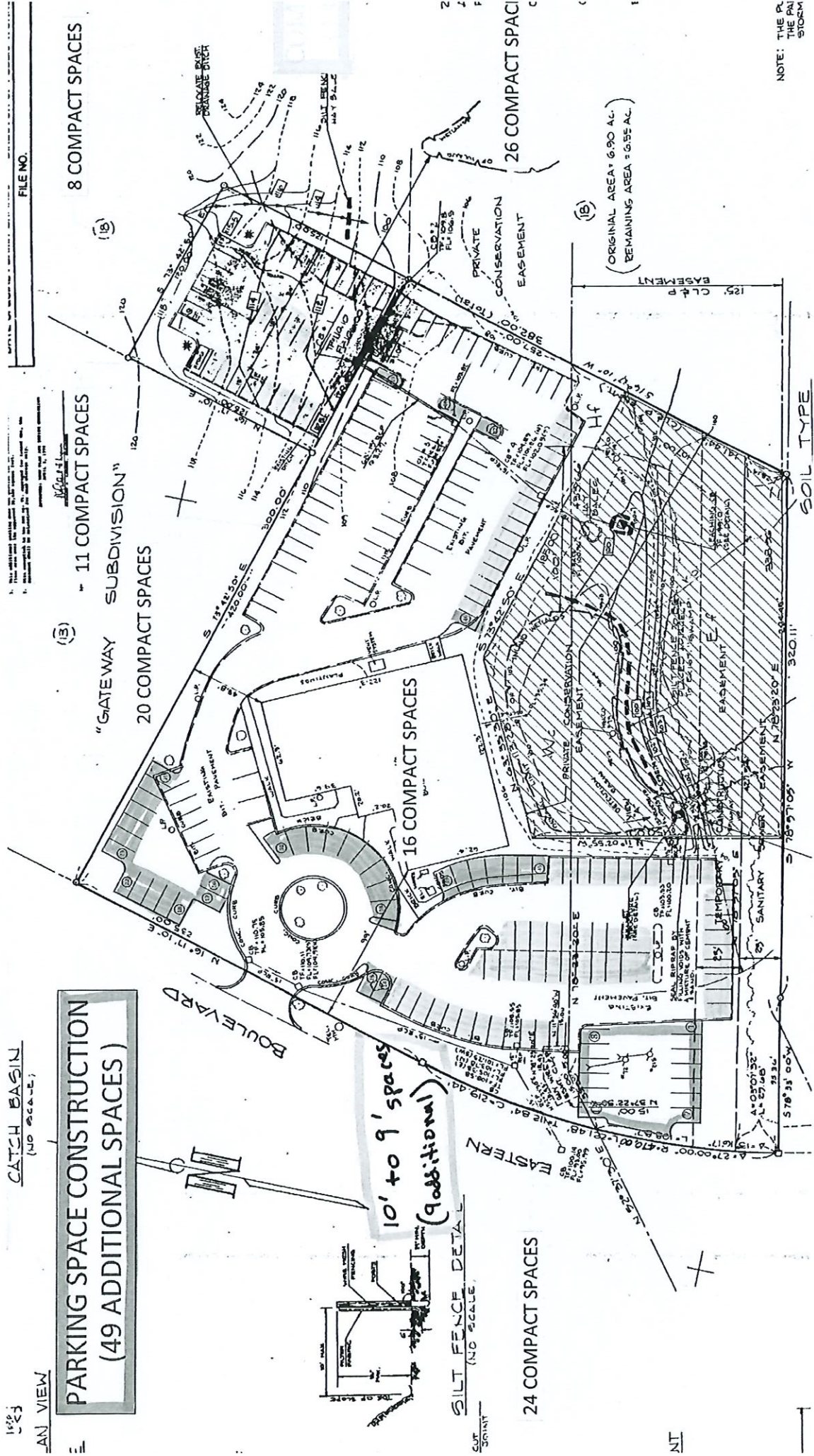


SILT FENCE DETAIL
(NO SCALE)

24 COMPACT SPACES

16 COMPACT SPACES

26 COMPACT SPACES



(ORIGINAL AREA 6.90 AC.
REMAINING AREA 6.55 AC.)

NOTE: THE PLAT
THE PA
STORM