

**THE GLASTONBURY TOWN PLAN AND ZONING COMMISSION
AMENDED SPECIAL MEETING MINUTES OF TUESDAY, NOVEMBER 21, 2023
(motion correction page 9)**

The Glastonbury Town Plan and Zoning Commission, with Shelley Caltagirone, Director of Community Development, and Gary Haynes, Planner, held a Special Meeting at 7:00 P.M in the Academy School Cafeteria at 2143 Main Street with an option for Zoom video conferencing.

ROLL CALL

Commission Members Present

Mr. Robert J. Zanolungo, Jr., Chairman
Ms. Sharon Purtill, Vice Chair
Mr. Corey Turner, Secretary
Mr. Emilio Flores
Mr. Raymond Hassett
Ms. Sharon Jagel, Alternate {seated as full voting member}
Mr. Dennis DesMarais, Alternate
Ms. Laura Cahill, Alternate

Commission Members Absent

Mr. Philip Markuszka

Chairman Zanolungo called the meeting to order at 7:00 P.M. In the absence of Commissioner Markuszka, he seated Alternate Jagel.

PUBLIC COMMENT

Informal session for the purpose of hearing from citizens on Regular Meeting agenda or non-agenda items *None*

PUBLIC HEARING

- 1. Application of CKM LLC for a Section 12 Special Permit with Design Review for a softball batting facility – 237 Oak Street, Unit C – Planned Commerce Zone**
CONTINUED
- 2. Application of Scott Santucci for a Section 12 Special Permit with Design Review – modify single family home to a 2-family – 265 Hebron Avenue – Town Center Zone**
CONTINUED
- 3. Application of Kristina O’Leary for re-subdivision approval – one lot to two – 1335 Main Street – Residence AA Zone & Groundwater Protection Zone 1 – Megson, Heagle & Friend C.E. & L.S., LLC**

Mark Friend, engineer with Megson, Heagle & Friend, presented the application for a 2.065-acre parcel, located on the west side of Main Street. The existing house has a septic system, and the proposed driveway for lot 2 will be located along the southern property line. The Conservation Commission has issued a favorable recommendation. There were no comments from the public.

Motion by: Secretary Turner

Seconded by: Commissioner Flores

MOVED, that the Town Plan and Zoning Commission approve the application of Kristina O’Leary for re-subdivision approval – one lot to two – 1335 Main Street – Residence AA Zone & Groundwater Protection Zone 1, in accordance with the plan set entitled “O’Leary Subdivision 1335 Main Street prepared by Megson, Heagle and Friend, date 1/12/21” and:

1. In compliance with the recommendation from the Conservation Commission for approval to the Town Plan and Zoning Commission in a memorandum dated September 15, 2023.
2. In adherence to:
 - a. The Health Department memorandum dated November 14, 2023.
 - b. The Engineering Department memorandum dated November 16, 2023.
 - c. The Police Department memorandum dated November 13, 2023.
3. And with the following conditions:
 - a. Prior to issuance of a Building Permit, the applicant shall file the motion of approval and Subdivision Plan on the land records of the Town Clerk.
 - b. Prior to issuance of a Building Permit, the applicant shall file (2) paper copies of the finalized, approved plans with 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}.

4. Recommendation to Town Council (Zoning Authority) regarding the application of the Glastonbury Housing Authority to re-zone 55 Nye Road from Planned Employment Zone to Residence A Zone & Planned Area Development

Neil Griffin, Executive Director of the Glastonbury Housing Authority (GHA), explained that this is a 64-unit affordable housing development which will have 13 market rate units. Ryan Scrittorale, P.E. at Alfred Benesch & Company, stated that they are incorporating all of the Town comments received thus far. He provided an overview of the site, which is 11.31 acres, and reviewed the changes made to the site plan. The community activity area has been relocated to the southeast corner and the retaining walls have been reduced significantly. The stormwater management system is in compliance with the 2002 CT Guidelines for Soil Erosion and Sediment Control.

Ryan Deane, landscape architect with Benesch, reviewed the site materials, as well as the updated photometric plan. Chris Van Zanten, senior engineer at Benesch, reviewed the traffic study conducted at three key intersections on House Street: the first, at the intersection with Griswold Street; the second, at Nye Road; and the third, at Salmon Brook Drive. He noted that there are fewer than 50 peak hour trips, and that this is a relatively low traffic impact. Potential off-site improvements include adding signal timing adjustments at the Griswold Street intersection and creating an all-way stop control at the Salmon Brook Drive intersection.

Rocco Petitto, project architect at QA+M, explained that the site will contain 17 residential buildings and one community building, with a total of 116 beds on-site. The architecture is that of a classic New England site. The goal is to create diversity around the unit types in a fiscally responsible way. He reviewed the different types of buildings that are proposed on the site with their renderings. Commissioner Jagel asked how they determined the 50 trips during peak hours. Mr. Van Zanten responded that they used an online resource which projects the number of trips based on the inputted data, per land use code.

Ms. Jagel is concerned that the site is underparked. Mr. Griffin explained that their calculation accounts for the 13 dedicated DDS (Department of Developmental Services) units, which will not have any residents who drive. Mr. Scrittorale stated that, typically, these housing developments use about 1.5 parking spaces per unit, but they have taken a more conservative approach by providing 2 spaces per unit. However, in the event that the parking is inadequate, he showed where there could be overflow parking on-site. Secretary Turner asked about the parking space reduction. Mr. Scrittorale replied that they went from 109 down to 106 spaces to add some green space. Theoretically, if needed, they could add about 15 extra spaces.

Mr. Turner asked why there was no traffic analysis at the roundabout on House Street and Hebron Avenue. Mr. Van Zanten responded that is because there is not a lot of traffic going through there. Mr. Turner is uncomfortable because that roundabout is a busy area with lots of backups. Chairman Zanolungo asked if the proposed three-way stop at House Street and Salmon Brook Drive is approved by the Town. Mr. Scrittorale replied that the Town Engineer is aware of it and has not made any objections. Mr. Zanolungo asked about the 11 EV charging spaces. Mr. Scrittorale answered that they are open spaces and are part of the 106-parking space count.

Mr. Turner noted that the four-unit and six-unit buildings were the subject of discussion at last week's joint Planned Area Development (PAD) Subcommittee meeting. He asked for an update. Tom Arcari of QA+M Architecture responded that the subcommittee and the Architectural and Site Design Review Committee (ASDRC) made revisions, which they are addressing and will submit soon. On Building A, all the muntin colors will be changed to a lighter color. On Building B, they made changes to the porch configuration. On Building C, the storage bins will be moved to the east side of the building and the doors will be changed; windows will be also added. Building D will be reoriented, so that the addition will face the street. They have turned the 3-bedroom/1-bathroom units into 3-bedroom/2-bathroom units.

Vice Chair Purtill asked if there is room for parking on the street. Mr. Scrittorale replied that there is some on-street parking, which is part of their parking count. Mr. Griffin is comfortable

with the parking ratios. The market rate units factor in two cars per household, but the majority of their affordable units are single-family households, which will likely not have more than one car. In addition, there is the flexibility to add more parking, from the snow storage and other areas, if needed. Mr. Arcari added that reducing the parking has created better buffers to the adjacent property lines. Ms. Jagel asked if there is any assigned parking. Mr. Griffin replied that they typically do not assign spaces because people complain.

Commissioner Hassett asked if LEED certification will be pursued. Mr. Scrittorale answered that the development will receive a HERS 42 rating, which is quite high. Mr. Hassett asked about solar panels. Mr. Scrittorale responded that solar panels will be placed on the community building, but there could be opportunities to add them elsewhere. Mr. Hassett asked which unit-sized buildings are market rate and which are not. Mr. Griffin replied that the units are scattered throughout all the configurations. Alternate Cahill is comfortable with the parking plan and commends the inclusion of the EV charging stations. She asked when people would be removed from the waiting list to acquire one of these affordable units. Mr. Griffin will know after the CHFA award is received.

Chairman Zanolungo opened the floor for comments from the public.

David O'Connor of 1140 Main Street, thinks that this project can serve as a model for affordable housing. He would like to expand the use of solar panels throughout the site, and add community gardens and composting.

Lisa Eldridge of 108 South Mill Drive, is happy that the developer will put in more native plants on the property and supports a community garden. However, she would like to make the development more sustainable. One suggestion is to add more solar panels throughout the site, as well as composting. She is concerned that if the parking spaces are all open, then people with non-EV cars may park in the EV charging station spaces.

Rick Eldridge of 108 South Mill Drive, supports composting, community gardens, and solar components. He asked if there is a way to offset the gas service, perhaps by expanding the LEED components.

Dan Boughton of 35 Checkerberry Lane, appreciates the Town efforts made on this project. He would like for at least 75% of the plantings to be native, and renewable energy should be expanded upon. Community gardens and composting work well with each other. Glastonbury can be a leader in the state for affordable housing. He hopes to bring the environment more to the forefront.

Tracey Worthington of 499 Bell Street, asked, in an affordable apartment with a single parent and a boy and a girl, do they not need three bedrooms by law? Mr. Griffin responded that there are no market rate three-bedrooms. All the three-bedrooms are affordable units.

Mr. Scrittorale reiterated that this project will set a standard for sustainability. Solar panels will be incorporated into the project, and all building roofs will be designed to accommodate for full

solar capacity in the future. Mr. Deane stated that they are looking at adding a community garden area by the basketball court area, and they will be accommodating an area for composting. The concern for the latter is whether or not it will be economically feasible. Throughout the site, they are infiltrating rainwater collection. The only gas service on-site is feeding the generator of the community building. Regarding the pollinators, Mr. Scrittorale noted that they are currently at 72% native species. Regarding the EV space use, Mr. Griffin explained that this is a new concept in affordable developments, so they will monitor the process and reevaluate.

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

Motion by: Secretary Turner

Seconded by: Commissioner Hassett

MOVED, that the Town Plan and Zoning Commission recommends approval to the Town Council, for the application of Housing Authority of the Town of Glastonbury, for 55 Nye Road application for a Change of Zone to Residence A and a Change of Zone to Planned Area Development, in accordance with the plan set entitled “Glastonbury Housing Authority 55 Nye Rd prepared by Benesch and QA+M Architecture, revision date 11/8/23” as

The commission finds the proposed rezoning will allow for the development of affordable housing and diversity of housing and help support the objectives of the Town Plan of Conservation and Development and the Affordable Housing Plan.

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

5. Recommendation to Town Council (Zoning Authority) regarding the application of the Glastonbury Housing Authority for a Final Development Plan regarding 55 Nye Road to allow a 64-unit affordable housing community with 6 duplexes, 10 four-unit and 2 six-unit buildings and a community building

Motion by: Secretary Turner

Seconded by: Commissioner Hassett

MOVED, that the Town Plan and Zoning Commission recommends approval to the Town Council, for the application of Housing Authority of the Town of Glastonbury, for 55 Nye Road application for a Final Plan of Development, in accordance with the plan set entitled “Glastonbury Housing Authority 55 Nye Rd prepared by Benesch and QA+M Architecture, revision date 11/8/23” 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 in memo dated November 13, 2023
 - b. The conditions set forth by the Architectural and Site Design Review Committee in their recommendation for approval to the Town Plan and Zoning Commission in memo dated November 15, 2023.
2. In adherence to:

- a. The Health Department memorandums dated November 14, 2023.
 - b. The Engineering Department memorandum to the Conservation Commission, dated November 3, 2023.
 - c. The Engineering Department memorandum to the Town Plan and Zoning Commission, dated November 16, 2023.
 - d. The Police Department memorandums dated November 13, 2023.
3. With the following conditions:
- a. Prior to issuance of a Building Permit applicant shall file motion of approval and approved plans on the land records of the Town Clerk.
 - b. Prior to issuance of a Building Permit applicant shall file (2) paper copies and digital copy of stamped and sealed finalized approved plans to be filed 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.
 - d. Submits plans of potential deferred parking spaces showing no less than 15 additional spaces prior to submittal to Town Council for final approval.

Ms. Jagel still has concerns about the parking, but will support the motion because of the responses to deferral parking and the proximity on Nye Road for possible overflow parking. Mr. Turner commended the applicant for their vast improvements and hard work on the plan. Mrs. Purtill finds this development exciting and echoed thanks to the applicant.

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

6. Applications of Main Street 2815 LLC for a Section 12 Special Permit with Design Review and a Section 4.11 Flood Zone Special Permit (and Section 4.11 Special Permit Waivers) for construction of a People’s Bank – 2815 Main Street & portion of Lot S-3 Pratt Street – Planned Business & Development Zone and Flood Zone – Alter & Pearson, LLC – Kathryn Mease, Tecton Architects – Ryan Deane & Will Walter, Benesch Engineering

Attorney Meghan Hope of Alter & Pearson, LLC represented the applicant. Everything in this section of Main Street is located in the flood zone, which means that it is located below the 100-year flood elevation. This becomes relevant in why they are requesting the waivers. She explained that this area of town has really languished from redevelopment because of the constraints caused by the flood zone regulations. Granting a waiver in a limited way in this area has had positive impacts. She reviewed some examples. In 1984, the TPZ issued a waiver for the Community National Bank. In 2012, they did so for the Boathouse. In 2019, this site received approval for a restaurant, which was never built. In 2022, the TPZ issued waivers for the Sparkle Car Wash redevelopment project.

Ms. Hope reviewed the existing conditions of the site. There is a slight rise of topography outside of the flood zone. There is a license agreement with the firehouse and a drainage easement off-

site that the Town granted as part of the restaurant approval. She reviewed the site plan, which will maintain the existing curb cut on Main Street. The finished floor would be one foot above the 100-year flood elevation. Traffic will enter the site and head towards the north to access the drive-through. There will be EV charging stations. Ryan Deane, landscape architect with Benesch, reviewed the grading plan. They will create a hollowed-out area to allow for the fill that is raising the building out of the flood plain. Ryan Scrittorale, P.E. with Benesch, added that the stormwater will be gathered in one area and redirected to the western portion of the site, which will fulfill the requirements of the 100-year flood elevation.

Mr. Deane stated that the retaining wall will not have a split rail, but an evergreen buffer. The landscape plan will include a native pollinator mix. Ms. Hope noted that the ASDRC pushed their architect to the limits of her design, to create a Glastonbury building which deviates from the bank's branding prototype. The biggest change that the ASDRC asked for was to move the drive-through to the back for visible landscaping. It was a long process but worked out well. Kathryn Mease of Tecton Architects stated that she has worked with People's Bank for years. This is one of their first Connecticut branches, and they seek to ensure that the building fits in a New England town. She explained what was originally proposed and what the ASDRC requested. They have returned to a full window which is lit up at night.

Ms. Cahill is concerned about the signage heights. Ms. Mease stated that she usually would not propose something against town regulations. However, moving the drive-through was a huge change that had a ripple effect. Placing the drive-through in the back was not only a branding change for the bank, it also poses a possible security concern. She believes that the building is more attractive with the sign where it is proposed. The size can be reduced but when they drop it, it looks like something is missing aesthetically and architecturally.

Ms. Cahill asked what the ASDRC thought of the sign height. Ms. Hope answered that one member of the ASDRC believed that the sign regulation was not met. There was discussion about whether the sign looked appropriate. Brian Davis, Chairman of the ASDRC, stated that scale-wise, location-wise, and proportion-wise, it works - despite being over 19 feet in height. Ms. Hope then reviewed examples in town with signs that are above grade, showing that the TPZ has deviated from the 15-foot grade regulation in instances.

Ms. Jagel asked about the fencing. Ms. Hope responded that they originally had a chain link fence, but the ASDRC preferred a split rail fence. Yesterday, the Town Engineer's memorandum requested taking away the split rail fence and putting in a metal guardrail, which the architect does not like. Wood may be a compromise that will satisfy all parties. Mr. Zanolungo asked if the building is flood-proof. Ms. Hope replied no, it is not. They are asking for a waiver from that provision. Mrs. Purtill asked, if the text amendment goes through, how will it affect this proposal. Ms. Hope replied that this application would be the same, except there would be no request for any waivers.

Mr. Turner asked about the EV charging spaces. Ms. Hope answered that there will be two EV spots. Ms. Cahill noted that the parking requirement is 12 spaces, whereas the proposal is for 17 spaces. She asked if some of the extra spaces could be repurposed for added plantings and

buffering. Mr. Scrittorale responded that the geometry is so close that they did not wish to carve out that corner. Ms. Jagel and Ms. Cahill would prefer to see green space instead. Ms. Hope stated that they can reduce a few spots.

Chairman Zanolungo opened the floor for comments from the public.

Charles Beckius of 31 Spring Street, likes the design. However, he is concerned about the additional safety concerns that this proposal will pose in an area where people already speed. The bank will have a high transactional turnover, generating more traffic.

Ms. Hope stated that, originally, the crosswalk was on the south side, but Town Engineering staff told them to move it to the north. There will be no proposed changes to the signalized timing of that light. Mr. Zanolungo asked if cars waiting on both Spring Street and People’s Bank will change the timing because there will be more cars there. Ms. Hope replied that they are not proposing to change that loop. If a car is not there, then it skips its time. Ms. Jagel asked if the ground signage would be lit. Ms. Hope responded that it is internally illuminated.

With no other comments, Chairman Zanolungo closed the public hearing.

Motion by: Secretary Turner

Seconded by: Commissioner Jagel

MOVED, that the Town Plan and Zoning Commission approve the request of Main Street 2815, LLC for a waiver from the requirements of Section 4.11.5.b of the Town of Glastonbury Building-Zone Regulations for permitted uses in the Flood Zone.

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 Main Street 2815, LLC for a waiver from the requirements of Section 4.11.6.b.2.a of the Town of Glastonbury Building-Zone Regulations regarding nonresidential construction in the Flood Zone that requires “new non-residential construction to either have the lowest floor, including basement, elevated or above the 500-year recurrence interval flood or, together with attendant utility and sanitary facilities”.

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

Motion by: Secretary Turner

Seconded by: Commissioner Jagel

MOVED, that the Town Plan & Zoning Commission approve the applications of Main Street 2815 LLC for a Section 12 Special Permit with Design Review and a Section 4.11 Flood Zone Special Permit (and Section 4.11 Special Permit Waivers) for construction of a People’s Bank – 2815 Main Street & portion of Lot S-3 Pratt Street – Planned Business & Development Zone and

Flood Zone, in accordance with the plan set entitled “Proposed Bank Building 2815 Main Street”, prepared Benesch Engineering, revision date October 16, 2023, and:

1. In compliance with:
 - a. ***The recommendations from ASDRC in their Committee Report dated 8/22/23 with exception to the height of the wall sign on the building.***
 - b. 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 dated May 29, 2019, and in the Wetlands Permit.
2. In adherence to:
 - a. The Town Engineer’s memorandum dated November 16, 2023.
 - b. The Director of Health’s memorandum dated November 14, 2023.
 - c. The Police Chief’s memorandum dated November 13, 2023.
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; and
 - d. Section 19 of the Town of Glastonbury Building-Zone 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 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.
5. Prior to issuance of a Building Permit, the applicant shall submit a final fence design and location to staff in the Office of Community Development for approval.
6. The applicant shall remove (4) parking spots from the plan set and replace with landscaping with final landscaping plan to be approved by Plans Review Sub-Committee.

Mrs. Purtill thanked the applicant and welcomed them to town.

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

REGULAR MEETING

1. Acceptance of the Minutes of the October 17, 2023 Regular Meeting

Motion by: Commissioner Hassett

Seconded by: Secretary Turner

Result: Minutes were accepted unanimously {6-0-0}.

7. CONSENT CALENDAR

- a. Scheduling of Public Hearings for the Regular Meeting of December 12, 2023: to be determined
- b. Application of Euripides Pelekanos (for BareBurger) for administrative site approval concerning a patio at 140 Glastonbury Boulevard – Shops at Somerset Square PAD

Motion by: Commissioner Hassett

Seconded by: Vice Chair Purtill

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

8. Chairman's Report *None*

9. Report from Community Development Staff *None*

The Town Plan and Zoning Commission adjourned their meeting at 10:00 P.M.

Respectfully Submitted,

Lilly Torosyan

Lilly Torosyan

Recording Clerk