

TOWN PLAN AND ZONING COMMISSION
PLANS REVIEW SUBCOMMITTEE
MINUTES OF THE JANUARY 10, 2024 SPECIAL MEETING

The meeting commenced at 8:15AM in Meeting Room A, 2nd floor, Town Hall.

Present: Subcommittee members Bob Zanlungo, Sharon Purtill, and Corey Turner; and Gary Haynes, Planner and Shelley Caltagirone, Director of Community Development

300 WELLES STREET – proposal to construct an open-air pavilion behind the Riverfront Community Center – Reserved Land Zone – Daniel Pennington, Town Engineer/Manager of Physical Services, applicant

Applicant is proposing installing a 30-foot by 40-foot open-air pavilion behind the Riverfront Community Center, adjacent to the pickleball courts. Corey Turner asked if the proposed pavilion matched the other pavilions at Riverfront Park. Dan Pennington explained the pre-fabricated vinyl pavilion was selected to match the style of the Riverfront Community Center. The pavilion will be for casual use and Town programs only and will not be offered for rent by the Town. The pavilion will be serviced with lights and water and have room for 15 picnic tables. The project will be funded by a STEAP grant to install pickleball court lighting and the pavilion area and construction is likely to start in the Spring of 2024.

267 & 273 WILLIAMS STREET EAST – proposal for inventory storage for Monaco Ford – Planned Commerce Zone – Attorney Meghan A. Hope – Mike Monaco for Monaco Realty, LLC, applicant

The applicant has a need for seasonal (typically end of year and beginning of the year) overflow parking of overstocked electric vehicles and vehicles that have had catalytic converters removed. Cars are being parked on two lots adjacent to Enterprise Rent-A-Car facility on Williams Street. The property is zoned Planned Commerce, and the applicant would like to apply for land use variance to allow for overflow vehicle storage. The applicant does not intend for this to be a permanent need and was amenable to coming in for an approval for a temporary time period, to be agreed upon. The lots are currently grass and the applicant would like to not have to pave the area as cars will be parked there and unmoved. No installation for lighting is needed as this is all overflow stock or vehicles that do not have catalytic converters. The Subcommittee suggested screening on Williams Street to provide buffer to local residents and addressing zoning compliance issue with outdoor lighting on the Monaco Ford site that does not seem to be in compliance with approval as the Town has received several complaints of lighting on-site being too intense.

141 NEW LONDON TURNPIKE – proposal for façade and landscaping enhancements, an addition and outdoor dining terraces at the former Gallery – Town Center Zone – Attorney Meghan A. Hope – Architect Mark S. Blair, AIA, Curious Projects, Inc. – Elias Hawli for the Market Hospitality Group, applicant

The applicant is proposing to rehabilitate the building previously used for banquets to serve two restaurants, one on the first floor and the other on the second floor with an outdoor dining area. The proposal calls for 280 dining seats and 42 bar seats being served by the existing 114 parking spaces on site, which is in compliance with the parking regulations. The applicant displayed the renderings, showing the façade to be finished with wood batten siding and use of reclaimed materials. The metal trim and rustic styling of the façade is meant to mimic a rustic steel barn to relate to the town agricultural heritage. On the interior the steel I-beams of the vaulted ceiling will be a focal point. There are no easements encumbering the site. Existing parking spaces will be restriped, and landscaping will be added, including a landscape island with trees, and a sidewalk will be constructed to connect to the building, providing pedestrian access. All existing trees will remain. The Subcommittee commented favorably on the renderings and requested the applicant to submit a Special Permit with Design Review to TPZ, after going to ASDRC.

148 OAK STREET – proposal for conversion of residential dwellings into professional office on first floor; therapeutic massage office on second, with creation of a parking lot – Planned Commerce Zone – Stacy & Greg Anapol for SJW 148 Oak LLC, applicant

The applicants are proposing converting a single-family home to a plumbing office on first floor and a massage therapist on the second floor. Work on-site was brought to our attention via a building permit in April of 2023. The applicant was working on a site plan to construct a parking area toward the rear of the lot and has presented once to the ASDRC. They most recently ceased work with their consultant engineer as they had found alternative parking on an adjacent site to alleviate parking concerns. This was meant to be a temporary solution as their long-term plans would be to demolish the building and construct a new commercial building. With the winter months approaching and the applicant not being able to construct a parking area, the applicant has obtained parking agreements with neighbor to provide alternative parking temporarily. The plumbing office has 3 employees and therapist has 3 employees. Previous site plan reviewed by the ASDRC shows the site can support 13 parking spaces, which meets the parking regulations for proposed uses. The Planned Commerce Zone does not allow use for medical or personal services so it was questioned whether massage therapy use would be allowed in the zone. Subcommittee members requested the applicant move forward with their plans to get approval for parking expansion from the ASDRC prior to filing for Special Permit and potential use variance for the massage therapy use. The applicant agreed to submit revised plans to the ASDRC and will work on getting approvals necessary to come into compliance.


43 NAUBUC AVENUE – proposal to return property to its prior use as a place of public assembly for public and private events – Town Center Mixed Use Zone – William Downs for Glastonbury Theater, LLC applicant

The applicant went over the site plan showing 24 parking spaces on-site and notarized license agreement with the church across the street to use an additional 38 parking spaces. With the proposed parking spaces and additional spaces across the street they would be allowed approval for a 186-person event. Subcommittee members expressed concern regarding what occurs if the parking agreement is not renewed or is terminated. The applicant said there is language in the parking agreement that the Town would be notified in writing within 60 days of termination and the agreement is written to be automatically renewed otherwise. The Subcommittee and staff

would like to see language added that the applicant be required to come back to the TPZ within a certain agreed time period if the parking agreement is terminated and that a provision be added that, if the applicant has not come back with a viable parking solution, the capacity for events will be reduced to the parking spaces the applicant is able to provide. The Subcommittee members asked for a lighting plan, landscaping plan to include foundation plantings and street trees, and a dumpster enclosure. At previous Plans Review meetings it was also suggested to add curb stops to better define parking areas. Discussion on timing for paving was discussed and the subcommittee members suggested that any improvements not installed could be bonded for as part of a condition of approval. Sharon Purtill asked if the existing bathrooms were enough to handle the proposed capacity. It was suggested the applicant provide existing floor plans for the Health and Building Departments to review bathroom and existing kitchen facilities are sufficient and up to code for proposed occupancy.

The meeting was adjourned at 10:35am.

Respectfully submitted,



Gary Haynes
Planner