

**THE GLASTONBURY TOWN PLAN AND ZONING COMMISSION
REGULAR MEETING MINUTES OF TUESDAY, MARCH 19, 2024**

The Glastonbury Town Plan and Zoning Commission, with Shelley Caltagirone, Director of Community Development, and Gary Haynes, Planner, 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. Philip Markuszka
Mr. Emilio Flores, Acting Secretary
Ms. Laura Cahill, Alternate {participated via Zoom video conferencing}
Mr. Dennis DesMarais, Alternate {assigned as full voting member}
Ms. Sharon Jagel, Alternate {assigned as full voting member}

Commission Members Absent

Mr. Corey Turner, Secretary
Vacancy

Chairman Zanolungo called the meeting to order at 7:02 P.M. He appointed Ms. Jagel and Mr. DesMarais as full voting members. In the absence of Secretary Turner, he appointed Mr. Flores as Acting Secretary.

PUBLIC COMMENT

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

PUBLIC HEARING

Application of 244 NAUBUC AVE, LLC for a Section 4.11 Flood Zone Special Permit and a Section 12.9 Minor Change for a building addition and parking lot expansion – 244 Naubuc Avenue - Town Center Mixed Use Zone & Flood Zone – Attorney Meghan Hope

Attorney Meghan Hope of Alter & Pearson, LLC presented the application on behalf of the applicant, Chrissie LaBella. She explained that before it was a hair salon, the site was a single-family residence. In 2019, they came in for a change of use to hair salon. At the time, the zoning regulations required 9 parking spaces. Her applicant felt that that would be insufficient, but they did not wish to over-pave the site, so they proceeded with 9 parking spaces. Since then, the parking has proven to be insufficient. The proposal involves two different components: the first is a 408-square foot one-story building addition on the south elevation. They are also adding

parking to the south side. Based on the use, the requirement is 15 spaces, but they propose 36 spaces. Ms. Hope explained that the Plans Review Subcommittee recommended building as much parking into the proposal as they need. They are required to submit a flood zone certification, which their soil scientist, Wesley Wentworth, has done. The Town Engineer confirmed that there would be no loss of storage in the flood zone.

Ms. Hope stated that the ASDRC forwarded a positive recommendation. Foundation plantings were carried from the front of the house all around. The ASDRC had asked to change the angled flood light to a fixed light. Proposed is a lantern-type fixture on the poles around the parking lot, so the light levels are consistent with what was previously approved. The ASDRC also requested removal of the existing pavement, just south of the parking spaces, to be replaced with something that would differentiate it from the asphalt, to create a better sense of entry. The applicant received quotes on that, which would cost between \$12,000-\$20,000. Ms. Hope explained that her client believes that their recently replaced pavement is in good condition and would be very costly to rip out and replace now. They would like to leave it as is, and incorporate the landscape changes.

Mr. Zanolungo asked what the ASDRC sought with the pavement change. Mr. Haynes responded that they were hoping to have that area be a different texture or color. The applicant tried to address it, but the cost was prohibitive. Commissioner Jagel asked to see the plantings. Landscape Architect Biff Schechinger explained that they added foundation plantings around the north side of the addition. They picked up all the plantings they could and mirrored them around the entryway. They also added pollinators along the railing. He tried to accommodate as many multi-use pollinating plants as possible. Mr. Haynes added that the serpentine design along the addition helps to enhance that direction toward the entryway.

Vice Chair Purtill asked if the ASDRC has seen the proposed landscaping plan. Ms. Hope replied yes, but they still asked for some kind of pavement differentiation, so the applicant looked at quotes and weighed their options; they propose leaving it as is. Mrs. Purtill asked about the foundation plantings. Ms. Hope responded that the first floor elevation is 31.7 feet, and the grade of the site is around 29 feet, so 1.7 feet of the foundation will be exposed. Mr. Schechinger added that, when the foundation plantings go in, they will be about that height, but some of them get up to about 3.5 feet.

Commissioner DesMarais asked why there is such a large jump in parking. The applicant, Chrissie LaBella, answered that they have more than 9 employees, at about 2 employees per customer, and they are often triple-parked on the lawn. Ms. Hope added that the Subcommittee did not want the applicant to return for an additional parking request, so they want to ensure that they ask for the adequate amount now. Mr. Markuszka asked about snow storage. Ms. Hope replied that they have a large open field further up.

Commissioner Cahill stated that the ASDRC's recommendation is for a textural difference between the patio entry and the parking. However, the motion they recommended does not reflect that. Ms. Caltagirone explained that the TPZ's draft motions are written as a draft approval. If the TPZ wants to adhere to the ASDRC's recommendation, then they would need to

modify that portion of the motion. Mr. Zanolungo added that that aspect of the project did not come before the Plans Review Subcommittee. Ms. Cahill is concerned about that because she thinks that it should reflect the ASDRC's recommendation.

Mrs. Purtill does not think it has any bias towards the amendment or not. Town staff have always drafted the motion in the positive reference. She thinks that where they are getting caught is that they have a recommendation from the ASDRC and an applicant who decided not to adhere to that recommendation. This has placed the TPZ in the position of who they should listen to. She asked Town staff to provide the ASDRC minutes so that the TPZ can always have the background. Ms. Cahill thinks that they should return to the ASDRC's recommendation.

Mr. Zanolungo asked if the TPZ is to assume that the ASDRC would not have issued a positive recommendation without the change in the paving. Ms. Caltagirone responded that, because it is a recommendation, the ASDRC cannot put conditions of approval on it, so it is not fair to treat their comments as a condition of approval. Their charge is to provide an overall recommendation of the project. In this case, she thinks that the ASDRC supports the project, but thinks that it could be improved with this change. Mr. Haynes added that, sometimes, time is a factor as well. The ASDRC was sensitive to the fact that this change was cost-prohibitive, which is why they wanted the applicant to at least explore it as an option. Rather than holding up the application and sending it back for another ASDRC meeting, they chose to send a favorable recommendation and let the TPZ decide.

Ms. Jagel agrees with Mrs. Purtill's comments. Procedurally, she thinks that the ASDRC recommendation is working exactly how they want it to. It is up to the TPZ to decide how to proceed. She is unsure whether scorching pavement would create a huge sense of entry/differentiation, but agrees that landscaping would be important.

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

Motion by: Commissioner Flores

Seconded by: Commissioner Jagel

MOVED, that the Town Plan & Zoning Commission approve the applications of 244 NAUBUC AVE, LLC for a Section 4.11 Flood Zone Special Permit and a Section 12.9 Minor Change for a building addition and parking lot expansion – 244 Naubuc Avenue - Town Center Mixed Use Zone & Flood Zone, in accordance with plan set entitled 244 Naubuc Ave prepared Wentworth Civil Engineers LLC dated October 12, 2023, and:

1. In compliance with:

- a. The recommendations from ASDRC in their Committee Report dated 8/22/23 with exception to texture or color improvements to paved area adjacent to the entry way.
- b. The conditions set forth by the Conservation Commission, in their recommendation for approval to the Town Plan and Zoning Commission in their memorandum dated March 15, 2024.

2. In adherence to:
 - a. The Town Engineer's memorandum to the Conservation Commission dated February 7, 2024 and his memorandum to the Town Plan & Zoning Commission dated February 14, 2024.
 - b. The Director of Health's memorandum dated February 9, 2024.
 - c. The Police Chief's memorandum dated 02/14/24.
 - d. The Fire Marshal's memorandum dated February 14, 2024.
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. 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. The final plans shall be revised to address the following:
 - Change the rear yard setback to 30 feet;
 - Change the side yard setback to a combined width of 20 feet, with a minimum of 8 feet on one side (add note for existing non-conformity for side and front yard setback);
 - Change Building Coverage to 20%;
 - Add lot frontage; and
 - Add Sheet L3 to Cover Page

Mrs. Purtill is fine without the stamped pavement. While she thinks that it would be a good idea to do it in the future, at this point, it is not necessary. Mr. DesMarais agreed. Commissioner Markuszka stated that it is a small area which cannot be seen from the roadway. He commended

the applicant for doing a great job on landscaping and lighting. He does not wish to hold up the applicant; Mr. Zanolungo concurred. He thanked the applicant for their work and wished them luck on the renovation and expansion.

Result: Motion passed unanimously {6-0-0}.

REGULAR MEETING

1. Acceptance of the Minutes of the March 5, 2024 Regular Meeting

Motion by: Commissioner Markuszka

Seconded by: Commissioner DesMarais

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

2. CONSENT CALENDAR

- a. Scheduling of Public Hearings for the Regular Meeting of April 16, 2024
 - i. Application of Darcie Roy for the National Sign Corporation for a Section 12 Special Permit with Design Review for installation of new sign larger than permitted & additional sign of same size – 455 Winding Brook Drive - Planned Employment Zone - Siebar Glastonbury 3.0 LLC, owner
 - ii. Applications of Damato Realty Group LLC for a Major Amendment to an approved PAD and a Section 4.11 Flood Zone Special Permit for a change of use from church to medical office & personal services, a 3,000 square foot addition & outdoor modifications – 330 Naubuc Avenue - PAD & Flood Zone
 - iii. Recommendation to the Town Council (Zoning Authority) regarding an amendment to the Town Center Overlay Zone

Motion by: Commissioner Flores

Seconded by: Vice Chair Purtill

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

3. Chairman's Report - None

4. Report from Community Development Staff - None

The Town Plan and Zoning Commission adjourned their meeting at 7:55 P.M.

Respectfully Submitted,

Lilly Torosyan

Lilly Torosyan

Recording Clerk