

**THE GLASTONBURY TOWN PLAN AND ZONING COMMISSION  
REGULAR MEETING MINUTES OF TUESDAY, MAY 21, 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  
Mr. Corey Turner, Secretary  
Mr. Emilio Flores  
Mr. Andy Zlotnick  
Mr. Dennis Desmarais, Alternate {seated as full voting member}

**Commission Members Absent**

Ms. Sharon Purtill, Vice Chair  
Mr. Philip Markuszka  
Ms. Laura Cahill, Alternate  
Ms. Sharon Jagel, Alternate

Chairman Zanolungo called the meeting to order at 7:07 P.M. In the absence of Commissioners Purtill, Markuszka, Cahill, and Jagel, he seated Alternate Desmarais as a full voting member. He then welcomed Alternate Zlotnick to the commission.

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**PUBLIC COMMENT**

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

**REGULAR MEETING**

**1. Acceptance of the *Corrected* Minutes of the April 16, 2024 Regular Meeting**

***Motion by:*** Commissioner Desmarais

***Seconded by:*** Commissioner Flores

***Result:*** Minutes were accepted unanimously {5-0-0}.

**2. Acceptance of the Minutes of the May 13, 2024 Special Meeting**

***Motion by:*** Commissioner Desmarais

***Seconded by:*** Commissioner Flores

***Result:*** Minutes were accepted unanimously {5-0-0}.

**1. Application of Christopher Switalski for final subdivision approval for the 2-lot 470 Thompson Street Subdivision – Rural Residence Zone**

Jon Sczurek from Megson, Heagle, and Friend, LLC represented the applicant who seeks approval for a two-lot residential subdivision on a 2.92-acre parcel. The proposal is to create one new single-family house lot, which will be situated about 60 feet off Thompson Street. The road shoulders will need to be graded back to achieve a 200-foot sightline in each direction. Soil testing was performed with the health department, and a suitable septic area was found in the middle part of the lot for a four-bedroom septic system. Mr. Zlotnick asked why there is so much variability in the depth of groundwater in the septic area. Mr. Sczurek explained that there was a shed at one point, and those areas could have been disturbed.

**Motion by:** Commissioner Turner

**Seconded by:** Commissioner Desmarais

MOVED, that the Town Plan and Zoning Commission approve the application of Christopher Switalski for final subdivision approval for the 2-lot 470 Thompson Street Subdivision – Rural Residence Zone, in accordance with the plan set entitled “470 Thompson Street Subdivision prepared by Megson, Heagle and Friend, revision date 4/4/24” and:

1. In compliance with the recommendation for approval from the Conservation Commission to the Town Plan and Zoning Commission in their memorandum dated December 7, 2023.
2. In adherence to:
  - a. The Health Department memorandum dated May 16, 2024.
  - b. The Engineering Department to Conservation Commission memorandum, dated November 29, 2023.
  - c. The Engineering Department to Town Plan & Zoning Commission memorandum, dated May 16, 2024.
  - d. The Police Department memorandum dated May 14, 2024.
  - e. The Fire Marshal’s memorandum dated May 17, 2024.
3. 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 passed unanimously {5-0-0}.

**2. Statement to Town Council regarding potential text amendment to Town of Glastonbury Building Zone Regulations to allow Planned Area Developments in the Town Center zoning district, in order to facilitate development of the site comprised of 2277-2289 MAIN STREET, 2327-2333 MAIN STREET, 2341-45 MAIN STREET, and 2389 MAIN STREET**

Ms. Caltagirone explained that this is an unusual item for the commission. Their office has been reviewing potential development for the Main Street at Hebron Avenue site. The project has gone through three different variations. Last week, the joint Plans Review and ASDRC Subcommittee reviewed the design aspects of the last proposal. Several committee members thought that a PAD process would be more suitable because of the size of the site, its unique visibility in the center, and the more unique, complex challenges of the site. However, the regulations currently do not allow PADs in the Town Center. Since there was general agreement among committee members that the PAD approach could help facilitate a stronger design of this site, it was placed on the agenda for both the ASDRC and TPZ to discuss. The ASDRC met tonight and drafted a brief letter to the Council, strongly recommending the appropriateness of the PAD process for this unique site.

Chairman Zanolungo asked where a PAD is currently allowed and what the potential of allowing a PAD in the Town Center Zone would mean going forward. Ms. Caltagirone explained that a PAD is permitted in most residential and commercial zones. The minimum acreage for a residential PAD is 10 acres, which could be brought down to 3.5 acres if there is a proposal for affordable housing. For commercial PADs, the minimum size is 5 acres. There are only a handful of properties within the Town Center Zone that would meet the 5-acre minimum. She expects this to be a rare occurrence.

Commissioner Desmarais asked if there is a rationale as to why PADs are currently not permitted in the Town Center. Ms. Caltagirone does not know. She has looked through the record but not yet come across any discussion of that. Secretary Turner thinks that PADs should be allowed in the Town Center Zone. However, he struggles with making a regulation change specifically for one application. He thinks that the previous form of the application, which was a comprehensive project, was a much better product. He does not think it appropriate for the TPZ to make a recommendation to the Council regarding this project because the full commission did not see this. He does, however, agree with recommending changing the regulations to allow PADs in the Town Center Zone. Commissioner Flores agreed, stating that he will not support a regulation change just to appease one application.

Ms. Caltagirone clarified that the TPZ's statement does not need to speak to this project at all, but can be limited to the benefits of allowing a PAD in this zone. Mr. Zlotnick would find it helpful to read the ASDRC's statement on why they support allowing PADs in the Town Center Zone. He would also like to review the record to see the reason(s) why a PAD was not allowed in the Town Center Zone. Ms. Caltagirone clarified that there is no text amendment. The thought is to send a statement to the Council as a suggestion for consideration of a text amendment. Mr.

Desmarais feels uncomfortable making a statement without knowing the history. If PADs were explicitly excluded, then he would need to know why. Therefore, he does not have the grounds to make a statement tonight.

Mr. Zlotnick would also like to know what the applicant is looking for, in terms of a PAD. Ms. Caltagirone stated that everything is up for debate in a PAD because it allows a lot of flexibility for the developer and a lot of discretion for the zoning authority. Mr. Turner iterated Vice Chair Purtill's comments made at the subcommittee meeting, which is that no one on the TPZ has been through the full PAD process. Knowing what that process entails will illuminate whether or not people will support PADs in the Town Center Zone. Ms. Caltagirone can lay out that process. She will also forward to commissioners the edited version of the ASDRC's statement.

*The matter is tabled to the next meeting.*

### **3. CONSENT CALENDAR**

- a. Scheduling of Public Hearings for the Regular Meeting of June 4, 2024: **to be determined**

### **4. Chairman's Report**

Mr. Zanolungo welcomed Mr. Zlotnick to the commission, noting that he was previously an alternate on the ZBA.

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

- a. **Approval by the ASDRC Subcommittee on May 16, 2024 regarding a minor addition of a 36- foot by 12-foot pool/spa maintenance room off the east side of the building at 330 Naubuc Avenue**

Ms. Caltagirone stated that, last week, the joint committee looked at a revision. The ADSRC and TPZ subcommittees have both reviewed the proposed addition and recommended that it be reviewed as a minor change. If the Council is also in consensus, then the Town Manager would be able to approve that minor change.

***Motion by:*** Commissioner Desmarais

***Seconded by:*** Commissioner Flores

The Town Plan and Zoning Commission adjourned their meeting at 7:46 P.M.

***Result:*** Motion passed unanimously {5-0-0}.

Respectfully Submitted,

***Lilly Torosyan***

Lilly Torosyan

Recording Clerk