

**THE GLASTONBURY TOWN PLAN AND ZONING COMMISSION
REGULAR MEETING MINUTES OF TUESDAY, JULY 2, 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. Philip Markuszka

Mr. Andy Zlotnick, Alternate, *seated*

Mr. Dennis Desmarais, Alternate {participated via Zoom video conferencing}, *seated*

Commission Members Absent

Ms. Sharon Purtill, Vice Chair

Ms. Sharon Jagel

Ms. Laura Cahill, Alternate

Chairman Zanolungo called the meeting to order at 7:05 P.M. In the absence of Commissioners Purtill and Jagel, he seated Commissioners DesMarais and Zlotnick as full voting members.

PUBLIC COMMENT

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

PUBLIC HEARING

Application of Gemma Power Systems, LLC for a Section 4.11 Flood Zone Special Permit for stream bank stabilization – 769 Hebron Avenue – Planned Employment & Flood Zones

Jonathan Sczurek, P.E., of Megson, Heagle, and Friend, LLC, represented the applicant, Gemma Power Systems, LLC, seeking a flood zone special permit for stream bank stabilization along Salmon Brook. Last year, the applicants sought approval of a solar carport canopy over the eastern portion of the parking lot, which was installed. In the fall, the owner noticed that there was streambank erosion adjacent to Salmon Brook. In the springtime, the high flows during the rain events caused that streambank edge to undercut and collapse. In the fall, Mr. Sczurek contacted the Town Engineering Department to inquire about implementing some sort of emergency measure and it was determined that this work would fall under Army Corps jurisdiction, for the self-verification process.

Mr. Sczurek explained that they met with Suzanne Simone to discuss options of how to stabilize the streambank. They then proceeded with designing a riprap stabilization measure for the streambank which followed the 2002 erosion control guidelines. Standard riprap was required. He said that the riprap layer will be about two feet thick and placed at a two-to-one slope. He said that the applicants have incorporated the comments made by the Conservation Commission, such as providing vegetation within the riprap slope.

Mr. Sczurek explained that the Army Corps informed them that this work must be conducted at a low flow period in the brook, which will likely be in August. However, Mr. Sczurek explained that the low flow period is the worst time to plant on a rock slope. He reached out to New England Wetland Plants Inc., who recommended placing a two-inch PVC pipe into the riprap deep enough to reach the gravel layer below. In mid-to-late October, willows will be planted where the pipes are placed, which will be spaced out every four feet along the slope.

Mr. Zlotnick asked if coffer dams will be necessary. Mr. Sczurek replied that it depends on the flow, but he clarified that this will be a sandbag cofferdam. They will sandbag half of the brook, and divert the water to the north side, in order to work on the dry side. Right now, the average flow is about one foot deep in May, which they hope will be less in August. Mr. Markuszka pointed out that the Conservation Commission recommended that a permittee inspect this. He asked who is designated to do that. Mr. Sczurek responded that the permittee is Gemma Power Systems and their project manager for this is Tony Melo.

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

Motion by: Secretary Turner

Seconded by: Commissioner Flores

MOVED, that the Town Plan & Zoning Commission approve the application of Gemma Power Systems, LLC for a Section 4.11 Flood Zone Special Permit for stream bank stabilization – 769 Hebron Avenue – Planned Employment & Flood Zones, in accordance with the plans on file with the Office of Community Development and the following conditions:

1. In compliance with the Conservation Commission Recommendation to the Town Plan and Zoning Commission memorandum dated June 17, 2024.
2. Adherence to:
 - a. The Health Department memorandum dated June 27, 2024.
 - b. The Engineering Department memorandum dated May 22, 2024, and June 27, 2024.
 - c. The Police Department memorandum dated June 26, 2024.
 - d. The Fire Marshal memorandum dated June 25, 2024.
3. As well as:
 - a. Prior to starting the work, the applicant shall file the motion of approval and Sheet #3 Site Plan on the land records of the Town Clerk.

- b. Prior to starting the work, the applicant shall file (2) paper copies of finalized, approved plans 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. Prior to starting the work, the applicant shall have a preconstruction meeting with Town staff to discuss the construction sequence and schedule.

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

REGULAR MEETING

1. Acceptance of the Minutes of the June 4, 2024 Regular Meeting

Motion by: Secretary Turner

Seconded by: Commissioner Flores

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

2. Acceptance of the Minutes of the June 24, 2024 Special Meeting

Motion by: Secretary Turner

Seconded by: Commissioner Markuszka

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

3. Section 8-24 Connecticut General Statutes Referral from the Town Council regarding the Town's lease agreement for the residence at 2157 Main Street

Mr. Haynes explained that the current residential lease expires on August 1, 2024. The property has been leased since the Town acquired it in 1980. In 2022, it transitioned into an affordable rental property, following a much-needed renovation. The current lessee has resided at the property for the past two years. The proposal is to continue the lease for one year, with a rental increase of 5%. The new lease amount is \$2152.50 per month. He said that two requirements must be met before authorization of the new lease: a referral to the TPZ, and a public hearing before the Town Council.

Motion by: Secretary Turner

Seconded by: Commissioner Zlotnick

MOVED, that the Town Plan and Zoning Commission of the Town of Glastonbury recommends to the Town Council the leasing of residential property at 2157 Main Street for one year per attached lease agreement. The commission finds the lease agreement is not in conflict with the goals and policies established in the 2018 – 2028 Plan of Conservation and Development.

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

4. Application of Nelson & Patricia Feliciano for a Section 12.9 Minor Change for change of 2-family to after school daycare on 1st floor, apartment upstairs, with added playground area & additional parking – 108 Griswold Street – Residence A Zone

Paul Szczombrowski represented Cheryl Newton Architects on behalf of Foundations for Learning, LLC. He explained that the applicants seek an expansion of their existing 106 Griswold Street property to 108 Griswold Street. 106 Griswold Street is a residential building that was converted into a daycare, and they wish to do the same with 108 Griswold Street. Both buildings would operate under the same business. 108 Griswold Street is focused on school-aged children and will have 700 square feet of classroom space, which would provide spaces for 20 additional students and for additional staff members. The intention is to increase their student body from 100 to 124 students.

Mr. Szczombrowski reviewed the site improvements, which will include the addition of four pervious parking spaces to the existing parking lot. The turfed areas will be removed and replaced with pervious paving. They will also take out a portion of the covered deck area to install an ADA ramp to access the floor level of 108 Griswold Street. Additional plantings will be provided on the north side, and there will be an outdoor play area on the east side. All existing site signage will remain.

Mr. Zanolungo pointed out that this application came before the Plans Review Subcommittee, and they did not have any major concerns. He asked if the reason for the new parking spaces being pea stone, as opposed to pavement, is for cost savings. Mr. Szczombrowski replied no; it is to cut down on the impervious surface. Mr. Turner noted that the Health Department's memorandum stated that provisions must be made for a sturdier barrier to protect the playground area. Mr. Szczombrowski stated that, as they locate their fencing and posts, they will do a bollard detail to prevent intrusion from any potential vehicle incident.

Mr. Zlotnick noted that the same memo mentions a lead inspection. He asked if that was in progress. Mr. Szczombrowski responded that, based on the wording of that memo, the lead inspection will be submitted to the Health Department once all that work is completed. Mr. Zlotnick asked what is between the bollards. Mr. Szczombrowski replied that they plan on having solid vinyl fencing, so the spacing of the bollards will be important to create a barrier. They will space them either four or six feet apart, to minimize the amount of vinyl fencing in between each post.

Nelson Feliciano, the owner of Foundations for Learning, clarified that the State requires a play area connected to the licensing facility, but they will also be allowed to utilize the play area at the rear of the property because it is much larger. A picnic table will be placed for staff in the new play area.

Motion by: Secretary Turner

Seconded by: Commissioner Desmarais

MOVED, that the Town Plan & Zoning Commission approve the application of Nelson & Patricia Feliciano for a Section 12.9 Minor Change for change of a 2-family to after-school

daycare on 1st floor, apartment upstairs, with added playground area and additional parking at 108 Griswold Street within the Residence A Zone – Foundations Real Estate LLC, owner, in accordance with the plans on file with the Office of Community Development and the following conditions:

1. Adherence to:
 - a. The Health Department memorandum dated June 27, 2024.
 - b. The Engineering Department memorandum dated June 27, 2024.
 - c. The Fire Marshal memorandum dated June 25, 2024.
 - d. The Police Department memorandum dated June 26, 2024.
2. Prior to the issuance of a Building Permit, the applicant shall file the approval letter and this motion on the land records.
3. 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.

Mr. Zlotnick asked what the approval letter is. Mr. Haynes responded that after an application is approved, an approval letter is generated, along with the approved motion and all the department memoranda; all those documents will be filed on the land records.

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

5. CONSENT CALENDAR

a. Scheduling of Public Hearings for the Regular Meeting of July 16, 2024:

- i. Recommendation to the Town Council (Zoning Authority) concerning the establishment of a Village District Overlay in South Glastonbury

Motion by: Commissioner Markuszka

Seconded by: Commissioner Flores

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

6. Chairman's Report - None

7. Report from Community Development Staff – None

Chairman Zanolungo adjourned the meeting at 7:41 P.M.

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

Respectfully Submitted,

Lilly Torosyan

Lilly Torosyan

Recording Clerk