

TOWN PLAN AND ZONING COMMISSION
PLANS REVIEW SUBCOMMITTEE
MINUTES OF THE MAY 29, 2024 SPECIAL MEETING

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

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

148 OAK STREET – proposal for conversion of residential dwelling into professional office for Delponte Plumbing with an addition, accessibility improvements, and creation of a parking lot – Planned Commerce Zone – Greg Anapol, applicant

The lot is 18,560 square feet, located in the Planned Commerce Zone. The applicant is proposing converting a single-family home into a plumbing office for Delponte Plumbing (first and second floors). The plan is to remove the existing detached garage to provide ingress and egress to the proposed parking lot in the rear of the lot, behind the building. The applicant proposes an addition off the back to replace the storage area lost by removal of the garage. The proposed addition will be 640 square feet. The applicant presented the proposed elevations showing the proposed addition off the back of the building to match the existing structure. All windows will be replaced. The subcommittee requested the applicant add notes on the elevations to call out the materials to be used. The applicant should also provide sign details for the wall sign and the existing detached sign. Subcommittee members also suggested providing a lighting plan to include proposed fixtures and a photometric plan. Installed light fixtures shall be full-cutoff and dark sky compliant.

121 PRATT STREET – proposal for 15-foot, 6-inch by 32-foot addition for 3 exam rooms and an accessible bathroom, with other interior renovations – Glastonbury Veterinary Hospital – Town Center Mixed Use Zone – Tony Mathews, D’Angelo Building Company, applicant

The applicant presented drawings showing the 15-foot by 32-foot proposed addition to the veterinary office. The proposed addition will have vinyl siding to match the existing structure. Subcommittee members pointed out the low pitch of roof may not meet the design guidelines but they understood proposing it to match the existing profile of the porch. Members suggested providing a landscape plan to address potential removal of any mature trees and extending foundation plantings around the proposed addition. They also suggested adding a dumpster enclosure, updating the parking table, and show parking spaces to be restriped on the site plan. Subcommittee members also questioned the outdoor lighting and advised abandonment of all floodlight fixtures in favor of full-cutoff, dark sky compliant fixtures. If it is necessary to add additional lighting, a lighting plan should be added to the plans.

106-108 GRISWOLD STREET – proposal for conversion of two-family home to a daycare on the first floor, with existing apartment to remain on second floor – Residence A Zone – Nelson and Patricia Feliciano – Cheryl Newton Architects, applicant

The applicant recently was awarded a grant from the state to expand the daycare as there is a greater need for afterschool care. They are proposing expanding the existing daycare located at 106 Griswold by converting a two-family home to daycare on the first floor at 108 Griswold (front building). The proposed expansion will be used specifically for after-school care for approximately 20 students. As part of the grant requirement, the applicant showed adding a required outdoor play area to be enclosed by a 4-foot to 6-foot-high vinyl fence. The applicant also showed the removal of the existing porch to create an ADA accessible ramp. Subcommittee members suggested consulting with neighbors on the

proposed fence height. The applicant presented a proposed site plan meeting the parking requirements of 1 parking space per 300 square feet for daycare and 1 parking space per dwelling unit. Currently there are 19 parking spaces, and the applicant is proposing adding 4 parking spaces as permeable paved parking adjacent to the egress drive. The applicant has differentiated parking on the proposed site plan by employee parking, parking for residential unit, and daycare visitors.

The meeting was adjourned at 9:04am.

Respectfully submitted,

Gary Haynes
Planner