

**THE GLASTONBURY TOWN PLAN AND ZONING COMMISSION
REGULAR MEETING MINUTES OF TUESDAY, OCTOBER 1, 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
Ms. Sharon Jagel
Ms. Laura Cahill, Alternate, *seated*
Mr. Andy Zlotnick, Alternate
Mr. Dennis Desmarais, Alternate

Commission Members Absent

Mrs. Sharon Purtill, Vice Chair

Chairman Zanolungo called the meeting to order at 7:02 P.M. He seated Commissioner Cahill as a full voting member.

PUBLIC COMMENT

Informal session for the purpose of hearing from citizens on Regular Meeting agenda or non-agenda items

Leslie Mroz of 121 Heywood Drive. She asked to give a favorable recommendation for the Curtisville Village District designation.

PUBLIC HEARING

1. Application of the Town of Glastonbury for a Section 4.11 Flood Zone Special Permit for installation of a drainage outfall discharging into Holland Brook in support of sidewalks on the west side of Route 17/Main Street – Residence AA & Flood Zones

Dan Pennington, Town Engineer, explained that this proposal would fulfill the Town’s objective of completing the entire sidewalk network on Main Street. He explained that the reason why it was saved for last was because it posed a number of design challenges. While they considered options that contained retaining walls, ultimately, they decided to simply shift the road to the east. He noted that this concept was controversial, but it was the only option that the Department

of Transportation (DOT) felt comfortable moving forward with. After nine meetings before the Council, Mr. Pennington stated that the Council agreed to proceed with this option.

Mr. Pennington explained that they are installing drainage structures where there are currently none. Several catch basins would run through a grass swale before entering Holland Brook. He stated that the project has been well supported by the Bike Walk Glastonbury group. The plan is to construct this over the spring season. He also noted that the construction project would be 100% funded by a State LOTCIP grant.

Ms. Cahill asked about the current water quality of Holland Brook. Mr. Pennington replied that he does not know, but this proposal would significantly improve the current condition. Ms. Cahill asked about the final opinions of the local homeowners. Mr. Pennington responded that the Council vetted this extensively, after hearing from the neighbors as well as the DOT.

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

Motion by: Secretary Turner

Seconded by: Commissioner Cahill

MOVED, that the Town Plan & Zoning Commission approve the application of the Town of Glastonbury for a Section 4.11 Flood Zone Special Permit for installation of a drainage outfall discharging into Holland Brook in support of sidewalks on the west side of Route 17/Main Street within the Residence AA & Flood Zones, in accordance with the plans on file with the Office of Community Development and:

1. In compliance with the Conservation Commission Recommendation to Town Plan and Zoning Commission memorandum dated September 17, 2024.
2. Adherence to:
 - a. The Health Department memorandum dated September 23, 2024.
 - b. The Engineering Department memorandum dated September 25, 2024.
 - c. The Police Department memorandum dated 09/24/2024.
 - d. The Fire Marshal memorandum dated September 24, 2024.
3. With the following conditions:
 - a. Prior to starting the work, the applicant shall file the motion of approval and Site Plan on the land records of the Town Clerk.
 - b. Prior to starting the work, the applicant shall file one (1) paper copy of the finalized, approved plans with the Office of Community Development.
 - c. Prior to starting the work, the applicant shall submit a pdf digital copy of the finalized, approved plans with the Office of Community Development.
 - d. 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.
 - e. 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 September 17, 2024 Regular Meeting

Motion by: Secretary Turner

Seconded by: Commissioner Jagel

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

2. Application of Glastonbury Public Schools for a Section 12.9 Minor Change to allow for four modular classrooms at Eastbury School – 1389 Neipsic Road – Reserved Land

Dr. Alan Bookman, Superintendent, explained that the proposal is for four modular buildings, to be located behind Eastbury School, and used by high schoolers, thereby freeing up room for the elementary schools. He stated that both the Plans Review Subcommittee and the ASDRC gave approvals to proceed with the project, which would serve their LINKS program students. Al Costa, Director of Operations and Maintenance, explained that the first thing that would happen is the fabrication of these units. He stated that they intend to add additional lighting, to make up for the new buildings blocking some of the parking lot.

Mr. Turner asked about the impacts of the loss of parking. Mr. Costa replied that there really is no impact because a large parking space exists across the street from the school. Mr. Desmarais asked what the possible add-ons are. Dr. Bookman clarified that the only add-alternate was the pitched roof that the ASDRC suggested. He explained that a pitched roof might be prohibitively expensive, but they will provide the Board of Education (BOE) with the option to consider it.

Mr. Zlotnick asked what the governing issue is, for either a flat or pitched roof. Dr. Bookman responded that there is no advantage to the pitched roof, but it is more aesthetically pleasing; however, the price tag is significantly higher. Mr. Zlotnick suggested adding a condition that it be a flat roof. He then asked whether the lease is for five years. Dr. Bookman replied that they are sending the proposal to the BOE with several different cost options, to get their feedback on the value of each option.

Mr. Zanolungo asked, if the BOE decides to purchase the modulators, which turn out to not be needed, would they sell them? Dr. Bookman responded that selling them would be unlikely because of the different ways in which modulators are designed to fit the needs of each client. Mr. Zanolungo asked if anything needs to be done to have the modulators become a permanent part of the school. Mr. Haynes explained that the TPZ could add a condition that the approval is for a five-year period, and if the lease is renewed or the BOE decides to purchase them, then they would have to revise the approval.

Mr. Turner asked if there is a time limit. Dr. Bookman replied that they have had modulators which lasted over 20 years and there was no limit on the time. Ms. Cahill stated that while she is not a fan of flat roofs, because the ASDRC approved of this and there is a cost element to it, she

is fine with it. She would rather have the BOE make the final decision on it, without a restriction from the TPZ.

Motion by: Secretary Turner

Seconded by: Commissioner Markuszka

MOVED, that the Town Plan & Zoning Commission approve the application of Glastonbury Public Schools for a Section 12.9 Minor Change to allow for four modular classrooms at Eastbury School at 1389 Neipsic Road within Reserved Land, in accordance with plans dated 9/17/24 with the Office of Community Development, and:

1. Adherence to:
 - a. The Town Engineer's memorandum dated September 27, 2024.
 - b. The Director of Health's memorandum dated September 26, 2024.
 - c. The Police Department's memorandum dated 09/24/2024.
 - d. The Fire Marshal's memorandum dated September 24, 2024.
2. With the following conditions:
 - a. Prior to issuance of a Building Permit, the applicant shall file the motion of approval on the land records of the Town Clerk.
 - b. Prior to issuance of a Building Permit, the applicant shall file one (1) paper copy of finalized, approved plans with the Office of Community Development.
 - c. Prior to issuance of a Building Permit, the applicant shall file a pdf digital copy of finalized, approved plans with the Office of Community Development.
 - d. 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.

Discussion: Mr. Turner stated that he is fine with leaving it up to the BOE to make the final approval, once they have all the estimates in. He noted that the TPZ could not make an educated decision without having those costs at their disposal, anyway. Ms. Jagel remarked that her opinion is to go with the lower cost-roof, but she finds it inappropriate for the TPZ to make that decision for the BOE. The TPZ unanimously agreed to not propose any further conditions.

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

3. Recommendation to the Town Council (Zoning Authority) regarding a text amendment to the BuildingZone Regulations concerning Child Care Home Regulations

Ms. Caltagirone explained that these are fairly minor text changes to the code. She noted that they have added definitions to clarify the definitions of a daycare center versus a family daycare home versus a group daycare home; also clarified is the fact that neither a family daycare home nor a group daycare home should be treated differently from a single-family home. She stated that the Town Attorney has reviewed this and saw no issues.

Ms. Cahill asked if daycares are allowed to go in any neighborhood in town. Ms. Caltagirone replied yes, with the exception of the industrial zones; the family daycares would be in residential zones or mixed-use zones. Mr. Flores believed that twelve people is a high number in a residential area. He asked if the limits were set by state statutes or chosen by the Town. Ms. Caltagirone responded that the group daycare definition is defined by the State, so they have to allow group daycares which serve up to twelve people in residential homes.

Motion by: Secretary Turner

Seconded by: Commissioner Cahill

BE IT RESOLVED, that the Glastonbury Town Plan & Zoning Commission hereby recommends adoption of the draft text amendment of the Building-Zone Regulations regarding child care homes to the Town Council, as described in a report by the Director of Community Development dated September 27, 2024, as the amendment will bring the Town code into compliance with Public Act 23-142.

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

4. Recommendation to the Town Council (Zoning Authority) regarding a text amendment to the BuildingZone Regulations concerning the Curtisville Historie District Village District Overlay

Ms. Caltagirone pointed out that the design guidelines categorize different standards as required, preferred, and conditional. She explained that, if this area becomes a village district overlay, then they would be able to require conformance with standards. She noted that this proposal would exempt single-family and two-family residential properties in the village district overlay, which is the same approach that the Council took with the South Glastonbury Village District.

Mr. Markuszka asked if there have been any comments from the public against the proposed village district. Ms. Caltagirone replied, no, the feedback from the community has been very supportive. Mr. Desmarais asked why the small area owned by the Town is carved out in the boundary map. Ms. Caltagirone responded that it is currently a vacant lot, which is squarely within the flood zone, so development is not very feasible; therefore, the Council did not think it appropriate to include in this boundary.

Motion by: Secretary Turner

Seconded by: Commissioner Markuszka

BE IT RESOLVED, the Glastonbury Town Plan & Zoning Commission hereby recommends adoption of the draft text amendment of the Building Zone Regulations to create a Curtisville Extended Village District Overlay, as described in a report by the Director of Community Development dated September 27, 2024.

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

5. CONSENT CALENDAR

- a. Scheduling of Public Hearings for the Regular Meeting of October 15, 2024: **to be determined**

6. Chairman's Report *None*

7. Report from Community Development Staff

Ms. Caltagirone explained that, at their next meeting, they expect to open the public hearing for 36 Hopewell Road, which is an affordable housing project. The applicant is still working to comply with comments from the Town's Engineering Department, and they may not receive their approval from the Conservation Commission prior to the TPZ meeting. She noted that there are also five regular items scheduled on the next meeting agenda. She will consult with Town staff on how to approach the order of items on the agenda.

Mr. Zlotnick asked if Town Attorney Ken Slater provided the slides of his presentation to Town staff. Ms. Caltagirone answered that she has not yet received the updated slides with additional information, so she will email him. She aims to have the slides as part of the TPZ's packet at their next meeting.

Chairman Zanolungo adjourned the meeting at 8:12 P.M.

Respectfully Submitted,

Lilly Torosyan

Lilly Torosyan

Recording Clerk