

Issued: 7/29/2021

**TOWN PLAN AND ZONING COMMISSION REGULAR MEETING
MONDAY, AUGUST 2, 2021
LEGISLATIVE CHAMBER, ROOM 314
TOWN HALL, WEST HARTFORD, CT 06107**

[Legal Notice](#)

DRAFT AGENDA

CALL TO ORDER/ROLL CALL: 7:00 P.M.

MATTERS FOR PUBLIC HEARING SHALL BE CALLED AT 7:15 P.M

MINUTES:

1. Approval of Minutes:
 - a. Minutes of the Special Meeting, [Wednesday, July 14, 2021](#)

COMMUNICATIONS:

2.
 - a. **1678 Asylum Avenue – University of Saint. Joseph** – Application (SUP#1336-LB-21) of John McMeeking, SMRT Architects & Engineers, on behalf of University of St. Joseph, (R.O.), [request public hearing be opened and immediately continued](#) to be September 8, 2021.

NEW BUSINESS:

3. **11 Pine Brook Lane – Application** (IWW# 1149) of Jon Hooker on behalf of Jonathon Pickard, (R.O.), requesting approval of a map amendment to the Official Inland Wetlands and Watercourses Map of the Town of West Hartford. The proposed amendment is based on an onsite soil survey prepared by a professional soil scientist. (Submitted for IWWA receipt on August 2, 2021. Suggest required public hearing to be scheduled for September 8, 2021.)
 - [Soils Report](#)
 - [Plans](#)
4. **1563 Asylum Avenue – Elizabeth Park – Application** (SUP #1334-LB-21) of Mary Dehais, To Design, LLC, on behalf of The City of Hartford, (R.O.), requesting TPZ review and look-back of compliance with the conditions of SUP #1334. Originally approved March 4, 2019 for a performance stage. (Submitted for TPZ receipt on August 2, 2021. Suggest required public hearing to be scheduled for September 8, 2021.)
 - [Narrative](#)
 - [Site Photo](#)
 - [Plan](#)

5. **1563 Asylum Avenue – Elizabeth Park** – [Application](#) (SUP #1343-LB-21) of Mary Dehais, To Design, LLC, on behalf of The City of Hartford, (R.O.), requesting TPZ review and look-back of compliance with the conditions of SUP #1343. Originally approved September 4, 2019 for a new pedestrian gateway and walk off of Fern Street. (Submitted for TPZ receipt on August 2, 2021. Suggest required public hearing to be scheduled for September 8, 2021.)
 - [Narrative](#)
 - [Site Photo](#)
 - [Plan](#)

6. **1563 Asylum Avenue – Elizabeth Park** – [Application](#) (IWW #1150) of Mary Dehais, To Design, LLC, on behalf of The City of Hartford, (R.O.), requesting approval of a map amendment to the Official Inland Wetlands and Watercourses Map of the Town of West Hartford. The proposed amendment is based on an onsite soil survey prepared by a professional soil scientist. (Submitted for IWWA receipt on August 2, 2021. Suggest required public hearing to be scheduled for September 8, 2021.)
 - [Soils Report](#)
 - [Plans](#)

7. **1563 Asylum Avenue – Elizabeth Park** – [Application](#) (IWW #1151) of Mary Dehais, To Design, LLC, on behalf of The City of Hartford, (R.O.), requesting approval of an Inland Wetlands and Watercourse Permit to conduct certain regulated activities which may have an adverse impact on a wetlands regulated area. The applicant is proposing to construct a new pedestrian path from Walbridge Road into the park. The proposed work is partially within the 150 ft. upland review area and no direct wetlands impacts are proposed. (Submitted for IWWA receipt on August 2, 2021. Presented for determination of significance.)
 - [Narrative](#)
 - [Existing Conditions Photos](#)
 - [Plans](#)

8. **8 Meadow Farms Road** – [Application](#) (IWW#1152) of A. Brooks & Jenny Fischer, (R.O), requesting approval of an Inland Wetlands and Watercourse Permit to conduct certain regulated activities which may have an adverse impact on a wetlands regulated area. The applicant is proposing an approximately 915 s.f. +/- addition, an approximately 182 s.f. +/- deck and make associated site improvements. The proposed work is within the 150 ft. upland review area and no direct wetlands impacts are proposed. (Submitted for IWWA receipt on August 2, 2021. Presented for determination of significance.)
 - [Narrative](#)
 - [Plans](#)

9. **2 The Crossways** – [Application](#) (IWW#1153) of Duane Martin, Town of West Hartford, Engineering Division, on behalf of Michael & Katherine Seldon, (R.O), requesting approval of an Inland Wetlands and Watercourse Permit to conduct certain regulated activities which may have an adverse impact on a wetlands regulated area and watercourse. The applicant is proposing to clear debris that has blocked an existing storm drainage inlet; restore the grade along the drainage channel bottom; and install a fence. The proposed work is within a wetlands regulated area and a watercourse. (Submitted for IWWA receipt on August 2, 2021. Presented for determination of significance.)
 - [Narrative](#)
 - [Plans](#)

OLD BUSINESS / PUBLIC HEARING:

10. **349 South Main Street** – [Application](#) (SUP#1364) of Jessica Lyons on behalf of Sydney Lyons (R.O.), requesting approval of a Special Use Permit for the creation of a Rear Lot. (Submitted for TPZ receipt on May 3, 2021. Required public hearing scheduled for June 7, 2021. Applicant requested the public hearing to be opened and immediately continued to July 7, 2021. Public Hearing postponed to July 14, 2021. Applicant requested the public hearing be continued without testimony to September 8, 2021.)
 - [Plan Set](#) 3.31.21

11. **178 Westmont Street** – [Application](#) (IWW# 1146), of Salvatore Leone, (R.O.), requesting approval of a map amendment to the Official Inland Wetlands and Watercourses Map of the Town of West Hartford. The proposed amendment is based on an onsite soil survey prepared by a professional soil scientist. (Submitted for IWWA receipt on June 7, 2021. Required public hearing scheduled for August 2, 2021.)
 - [Soils Report](#)
 - [Third Party Wetlands Review Packet](#)
 - [Plans](#)

12. **41 Ravenwood Road** – [Application](#) (IWW#1147) of Nadia Wright, Juliano’s Pools, on behalf of John Macca, (R.O), requesting approval of an Inland Wetlands and Watercourse Permit to conduct certain regulated activities which may have an adverse impact on a wetlands regulated area. The applicant is proposing to construct an in ground pool with associated site improvements. The proposed work is partially within the 150 ft. upland review area and no direct wetlands impacts are proposed. (Submitted for IWWA receipt on July 7, 2021. Determined to be potentially significant and set for public hearing on August 2, 2021.)
 - [Narrative](#)
 - [Staff Comments](#) 6.14.21
 - [Updated Narrative](#) 6.15.21
 - [Staff & Applicant Correspondence](#) 7.1.21
 - [Drainage Report](#)
 - [Staff Comments](#) 7.29.21
 - [Plans](#)
 - [Applicant Response](#) 6.15.21
 - [Updated Plans](#) 6.15.21
 - [Revised Narrative](#) 7.12.21
 - [Revised Plans](#) 7.27.21

13. **170 Kingswood Road – Kingswood Oxford School** – [Application](#) (SUP#1367) of Josh Balabuch on behalf of Kingswood Oxford School, requesting approval of a Special Use Permit to use temporary lights for a one time sporting event on October 23, 2021. (Submitted for TPZ receipt on July 7, 2021. Required public hearing scheduled for August 2, 2021.)
 - [Narrative](#)
 - [Staff Comments](#) 7.27.21
 - [Planning Staff Report](#)
 - [Plan](#)
 - [Community Outreach](#) 7.27.21

14. **1678 Asylum Avenue – University of Saint. Joseph** – [Application](#) (SUP#1336-LB-21) of John McMeeking, SMRT Architects & Engineers, on behalf of University of St. Joseph, (R.O.), requesting TPZ review and look-back of compliance with the conditions of SUP #1336. Originally approved May 6, 2019 for a new synthetic turf field and new athletic field lighting. (Submitted for TPZ receipt on July 7, 2021.)

Required public hearing scheduled for August 2, 2021.**Request to Open and Immediately Continue Hearing to September 8, 2021.*)

- [Narrative](#)
- [Plan](#)

15. **227 South Main Street – Noah Webster House** – [Application](#) (SUP#1335-LB-21) of Jennifer Matos, Noah Webster House, on behalf of the Town of West Hartford, (R.O.), requesting TPZ review and look-back of compliance with the conditions of SUP #1335. Originally approved May 6, 2019 for an outdoor patio and new shed & fence. (Submitted for TPZ receipt on July 7, 2021. Required public hearing scheduled for August 2, 2021.)

- [Narrative](#)
- [Staff Comments](#) 7.28.21
- [Plan](#)
- [Planning Staff Report](#)

TOWN COUNCIL REFERRAL:

16. **Resolution Accepting Cadwell Street as a Public Street:** Town Plan and Zoning Commission referral.

17. **405-409 Prospect Avenue** - [Application](#) filed on behalf of 409 Prospect, LLC, owner of 405-409 Prospect Avenue District. The stated purpose of the application is to request a Special Development District (SDD) designation for approximately .355 acres of RM-1 zoned property. The property received site plan approval for the construction of townhome style dwelling units in 2019. The request for SDD designation would facilitate changes to the approved architectural plans and building massing. The site is currently under construction. (Received by Town Council on June 22, 2021, Town Council Public Hearing set for August 17, 2021. Referred to the Town Plan & Zoning Commission.)

- [Narrative](#)
- [Staff Comments](#) 7.28.21
- [Plan](#)

18. **Application of Bishops Plaza, LLC to Amend the West Hartford Code of Ordinances to Allow an Accessory Automated Teller Machine use in the BG Zoning District** (Received by Town Council on July 13, 2021, Town Council Public Hearing set for August 17, 2021. Referred to the Town Plan & Zoning Commission.)

TOWN PLANNER'S REPORT:

19. **None**

INFORMATION ITEMS:

20. **None**

REMINDER OF FUTURE TPZ REGULAR AND SPECIAL MEETINGS:

- TPZ Regular Meeting, Wednesday, September 8@ 7:00 P.M.
- TPZ Regular Meeting, Monday, October 4, 2021 @ 7:00 P.M.

- TPZ Regular Meeting, Wednesday, November 3, 2021 @ 7:00 P.M.

“Any individual with a disability who needs special assistance to participate in a meeting or public hearing should contact Suzanne Oslander, Department of Social Services, 860.561.7580, seven days prior to the meeting or public hearing.”

U: shareddocs/TPZ/Agenda/2021/August_2_2021