

Issued: 7/1/2022

**TOWN PLAN AND ZONING COMMISSION  
REGULAR MEETING  
WEDNESDAY, JULY 6, 2022  
LEGISLATIVE CHAMBER, ROOM 314  
TOWN HALL, WEST HARTFORD, CT 06107**

[Legal Notice](#)

**AGENDA**

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

**MINUTES:**

1. Approval of Minutes:
  - a. Minutes of the Regular Meeting, Monday, [June 6, 2022](#)

**COMMUNICATIONS:**

2.
  - a. **2 Ferncliff Drive** -- Application (IWW #1178) of Derek Schwalenberg, (R.O.), [Request to open and immediately continue](#) the public hearing for the Regulated Activity Permit to the August 8, 2022 TPZ Regular Meeting.

**NEW BUSINESS:**

3. **11 Midlands** – [Application](#) (IWW# 1180) of William and Deborah Doran, (R.O.), requesting approval of an Inland Wetlands and Watercourses Permit to conduct certain regulated activities, which may have an adverse impact on a wetlands regulated area. The applicant proposes to reconstruct and extend an existing failed retaining wall and conduct drainage, grading and other site improvements including the installation of a new shed. The proposed work is partially within a regulated wetlands soils area and is within a 150 ft. upland review area. (Submitted for IWWA receipt on July 6, 2022. Presented for determination of significance.)
  - [Narrative](#)
  - [Site Photos](#)
  - [Response to Staff Comments](#) 6.29.22
  - [Revised Plan](#) 6.29.22
  - [Soil Scientist Report](#)
  - [Plan](#)
  - [Staff Comments](#) 6.26.22
  - [Revised Narrative](#) 6.29.22
  - [Updated Site Photos](#) 6.29.22
  - [Staff Comments](#) 7.1.22

4. **25 Flagg Road** -- [Application](#) (SUP #1349-LB-22) of James Dougherty, on behalf of the Town of West Hartford, (R.O.), requesting TPZ review and lock-back of compliance with conditions of SUP #1349. Originally approved October 7, 2019 for a 10' x 12' shed near the southeast corner of the property. (Submitted for TPZ receipt on July 6, 2022. Suggest required public hearing be scheduled for August 8, 2022.)
  - Narrative
  - Plans
  
5. **160 Mohegan Drive – The Emanuel Synagogue** -- [Application](#) (SUP #1383) of The Children’s Museum Inc., on behalf of The Emanuel Synagogue, (R.O.), requesting approval of a Special Use Permit to convert approximately 7,618 sf of unused pre-school space on the 1<sup>st</sup> floor of the synagogue for a temporary relocation to accommodate the Children’s Museum. (Submitted for TPZ receipt on July 6, 2022. Suggest required public hearing be scheduled for August 8, 2022.)
  - Narrative
  - Plan
  
6. **170 Kingswood Road – The Kingswood Oxford School** -- [Application](#) (SUP #1382) of The Kingswood Oxford School, (R.O.), requesting approval of a Special Use Permit to use temporary athletic lights on September 24, 2022 for a “Kick-off” football game on the existing turf field. (Submitted for TPZ receipt on July 6, 2022. Suggest required public hearing be scheduled for August 8, 2022.)
  - [Narrative](#)
  - [Plan](#)
  - [Lighting Details](#)
  - [Staff Comments](#) 7.1.22
  
7. **975 North Main Street – Hall High School** -- [Application](#) (SUP #1385) of Robert Palmer, Director of Plan & Facilities Services, on behalf of The Town of West Hartford, (R.O.), requesting approval of a Special Use Permit for the installation of a new scoreboard on the varsity softball field. (Submitted for TPZ receipt on July 6, 2022. Suggest required public hearing be scheduled for August 8, 2022.)
  - [Narrative](#)
  - [Plan](#)
  - [Staff Comments](#) 7.1.22

**OLD BUSINESS / PUBLIC HEARING:**

8. **11 Midlands** -- [Application](#) (IWW# 1179) of William and Deborah Doran, (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 6, 2022. Required public hearing scheduled for July 6, 2022.)
  - [Soils Report](#)
  - [Plans](#)
  - [Planning Comments](#) 6.14.22
  - [Updated Plans](#) 6.17.22
  - [Final Planning Comments](#) 6.30.22

9. **200 Whitman Avenue – Fairview Cemetery** -- [Application](#) (SUP #1384) of Brook Nelson, Department of Public Works, on behalf of the Town of West Hartford, (R.O.), requesting approval of a Special Use Permit for the development of 360 grave sites for in-ground burials at Fairview Cemetery. (Submitted for TPZ receipt on June 6, 2022. Required public hearing scheduled for July 6, 2022.)
  - [Narrative](#)
  - [Staff Comments](#) 6.30.22
  - [Plans](#)
  - [Planning Staff Report](#)
  
10. **25 Brixton Street** -- [Application](#) (IWW #1176) of John Philips, Director of Public Works, on behalf of the Town of West Hartford, (R.O.), requesting approval of an Inland Wetlands and Watercourses Permit to conduct certain regulated activities, which may have an adverse impact on a wetlands regulated area. The applicant proposes the closure of a landfill and the redevelopment of the existing waste and recycling center. The proposed work is partially within a 150 ft. upland review area, no direct wetland impacts are proposed. (Submitted for IWWA receipt on June 6, 2022. Determined to be potentially significant and set for public hearing on July 6, 2022.)
  - [Narrative](#)
  - [Wetlands Report](#)
  - [Staff Comments](#) 6.6.22
  - [Hydraulic Pipe Analysis](#) 6.29.22
  - [Staff Comments](#) 7.1.22
  - [Plan](#)
  - [Stormwater Report](#)
  - [Response to Staff Comments](#) 6.29.22
  - [Updated Plans](#) 6.29.22
  
11. **1678 Asylum Avenue – University of Saint Joseph** -- [Application](#) (IWW #1177) of Andrew Levesque, on behalf of the University of Saint Joseph, (R.O.), requesting approval of an Inland Wetlands and Watercourses Permit to conduct certain regulated activities, which may have an adverse impact on a wetlands regulated area. The applicant proposes a new gravel parking area with associated site improvements. The proposed work is partially within a 150 ft. upland review area, no direct wetland impacts are proposed. (Submitted for IWWA receipt on June 6, 2022. Determined to be potentially significant and set for public hearing on July 6, 2022.)
  - [Narrative](#)
  - [Stormwater Report](#)
  - [Neighborhood Outreach](#)
  - [Updated Stormwater Report](#) 6.24.22
  - [Staff Comments](#) 7.1.22
  - [Plan](#)
  - [Staff Comments](#) 6.15.22
  - [Response to Staff Comments](#) 6.24.22
  - [Updated Plans](#) 6.24.22
  - [Planning Staff Report](#)
  
12. **1678 Asylum Avenue – University of Saint Joseph** -- [Application](#) (SUP #1381) of Andrew Levesque, on behalf of the University of Saint Joseph, (R.O.), requesting approval of a Special Use Permit for a new gravel parking area with 74 spaces proposed. (Submitted for TPZ receipt on June 6, 2022. Required public hearing scheduled for July 6, 2022.)
  - [Narrative](#)
  - [Stormwater Report](#)
  - [Neighborhood Outreach](#)
  - [Updated Stormwater Report](#) 6.24.22
  - [Staff Comments](#) 7.1.22
  - [Plan](#)
  - [Staff Comments](#) 6.15.22
  - [Response to Staff Comments](#) 6.24.22
  - [Updated Plans](#) 6.24.22
  - [Planning Staff Report](#)

13. **2 Ferncliff Drive** -- [Application](#) (IWW #1178) of Derek Schwalenberg, (R.O.), requesting approval of an Inland Wetlands and Watercourses Permit to conduct certain regulated activities, which may have an adverse impact on a wetlands regulated area. The applicant proposed the construction of a new single-family home with associated site improvements. The proposed work is within a 150 ft. upland review area, no direct wetland impacts are proposed. (Submitted for IWWA receipt on June 6, 2022. Determined to be potentially significant and set for public hearing on July 6, 2022.) \*\*\**Note this item is subject to a request to open and immediately continue to August 8<sup>th</sup> as described in Agenda item 2 a above.*\*\*\*

- [Narrative](#)
- [Wetlands Report](#)
- [Sanitary Sewer Easement](#)
- [Plan](#)
- [Drainage Statement](#)
- [Staff Comments](#) 7.1.22

**TOWN COUNCIL REFERRAL:**

14. **None**

**TOWN PLANNER'S REPORT:**

15. Affordable Housing Advisory Working Group Update: [Presentation from Dr. Poland](#): *Understanding Housing Markets and Affordable Housing: Economics and Financial Feasibility*

**INFORMATION ITEMS:**

16. **None**

**REMINDER OF FUTURE TPZ REGULAR AND SPECIAL MEETINGS:**

- TPZ Regular Meeting, Monday, August 8, 2022 @ 7:00 P.M.
- TPZ Regular Meeting, Wednesday, September 7, 2022 @ 7:00 P.M.
- TPZ Regular Meeting, Monday, October 3, 2022 @ 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.”***

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