

Issued: 3/17/2023

**TOWN PLAN AND ZONING COMMISSION  
SPECIAL MEETING  
WEDNESDAY, MARCH 20, 2023  
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, [February 6, 2023](#)

**COMMUNICATIONS:**

2. Report:
  - a. [Town of West Hartford Soil Erosion & Sediment Control Inspection Report – IWW #1169 - 300 Bloomfield Avenue](#): Tree clearing and site disturbance beyond approved limits of clearing as described in IWW #1169, which was issued to the New England Jewish Academy in March of 2022.
  - b. **Application (IWW #1187)** of Corporate Center West Associates, LLC, (RO) requesting approval of an Inland Wetlands and Watercourses Permit to conduct certain regulated activities. (Application formally withdrawn by the applicant)

**NEW BUSINESS:**

3. **56 Pheasant Chase** – [Application](#) (IWW #1189) of EZ Aqua Pool and Patio, LLC, 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 installation of a 16' x 40' in-ground pool, a 12' x 16' shed, hardscape improvements, an underground stormwater detention system and associated grading. The proposed work is within a 150 ft. upland review area with no direct wetlands impacts proposed. (Presented for a determination of significance)
  - [Plans](#)
  - [Staff Comments](#) 3.17.23

4. **11 Winterset** – [Application](#) (IWW# 1190) of Warren & Susan Berey (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 March 20, 2023. Suggest required public hearing be scheduled for April 3, 2023.)

- [Plans](#)
- [Soils Report](#)

5. **66 Westmont** – [Application](#) (IWW# 1191) of Raphael Wise, (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 March 20, 2023. Suggest required public hearing be scheduled for April 3, 2023.)

- [Plans](#)
- [Soils Report](#)

6. **111 Mountain Terrace Road** - [Application](#) (IWW #1192) of H. Gulen Tuncer, 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 installation of a 22' x 38' in-ground pool, a retaining wall, hardscape improvements, landscape improvements and associated grading. The proposed work is partially within a 150 ft. upland review area with no direct wetlands impacts proposed. (Presented for a determination of significance)

- [Narrative](#)
- [Plans](#)

**OLD BUSINESS / PUBLIC HEARING:**

7. **471 South Quaker Lane** – [Application](#) (SUP #1400) of the Church of St. Mark the Evangelist Corp. (R.O.) requesting approval of a Special Use Permit to install a 12' x 14' shed at the southerly portion of the property. (Submitted for TPZ receipt on February 6, 2023. Suggest required public hearing be scheduled for March 8, 2023 – meeting rescheduled to March 20, 2023.)

- [Narrative](#)
- [Site Plan](#)
- [Site Photo](#)
- [Planning Staff Report](#)

8. **1018 Farmington Avenue** – [Application](#) (SUP #1401) of St. James Episcopal Church (R.O.) requesting approval of a Special Use Permit to install a 10' x 18' greenhouse immediately east of the church in the existing garden area. (Submitted for TPZ receipt on February 6, 2023. Suggest required public hearing be scheduled for March 8, 2023 – meeting rescheduled to March 20, 2023.)

- [Narrative](#)
- [Greenhouse Specs](#)
- [Plans](#)
- [Planning Staff Report](#)

9. **134 Norwood Road** – [Application](#) (SUP #1402) of the Hartford Golf Club (R.O.) requesting approval of a Special Use Permit to install three (3) pickleball courts adjacent to the existing tennis courts within the golf club property. (Submitted for TPZ receipt on February 6, 2023. Suggest required public hearing be scheduled for March 8, 2023 – meeting rescheduled to March 20, 2023.)

- [Narrative](#)
- [Lighting Plan](#)
- [Staff Comments](#) 2.16.23
- [Updated Lighting Plan](#) 2.23.23
- [Staff Comments](#) 3.1.23
- [Site Plan](#)
- [Court Plans](#)
- [Response to Staff Comments](#) 2.23.23
- [Updated Plan Set](#) 2.28.23
- [Planning Staff Report](#)

10. **35 Ravenwood Road** -- [Application](#) (IWW #1188) of Andrea Sands, (RO) 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 installation of a 16' x 32' in-ground swimming pool with a three (3) foot patio surround, a future gazebo and associated site grading. The proposed work is within a 150 ft. upland review area with no direct wetlands impacts proposed. (Application determined potentially significant on February 6, 2023 and set for public hearing on March 8, 2023 – meeting rescheduled to March 20, 2023 )

- [Narrative](#)
- [Staff Comments](#) 2.16.23
- [Stormwater Manage Report](#)
- [Plans](#)
- [Response to Staff Comments](#)
- [Revised Plans](#) 3.8.23

**TOWN COUNCIL REFERRAL:**

11. [Ordinance amending the Special Flood Hazard Area Standards](#) (Received by the Town Council on 2-28-23, scheduled for public hearing 4-11-23)
12. [Ordinance amending the Outdoor Dining regulations](#) (Received by the Town Council on 2-28-23, scheduled for public hearing 4-11-23)
13. **243 Steele Road** - [Application](#) filed on behalf of Steele Road, LLC, owner of 243 Steele Road, located within Special Development District (SDD) #139. The application seeks permission to amend the existing SDD, a 190 unit multifamily residential complex, through the addition of a new building containing 18 units, along with associated parking, landscaping and site amenity changes. (Received by the Town Council on 2-28-23, scheduled for public hearing 4-11-23)

- [Civil Plan Set](#)
- [Landscaping Plan](#)
- [Traffic Report](#)
- [Architectural Plan Set](#)
- [Photometrics Plan](#)
- [Stormwater Report](#)

**ANNUAL MEETING:**

14. **Annual Meeting:** TPZ election of officers, selection of committee representatives, and approval of rules and regulations.

**TOWN PLANNER’S REPORT:**

15. **POCD Implementation Update & Discussion**

**INFORMATION ITEMS:**

16. None

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

- TPZ Special Meeting (CIP), Monday, April 3, 2023 @ 6:00 P.M.
- TPZ Regular Meeting, Monday, April 3, 2023 @ 7:00 P.M.
- TPZ Regular Meeting, Monday, May 1, 2023 @ 7:00 P.M.

“Anyone requiring auxiliary aid or service for effective communication or modification of policies or procedures to participate in a meeting, service, program or activity of the Town of West Hartford, should contact Suzanne Oslander, ADA Coordinator, at [suzanneo@westhartfordct.gov](mailto:suzanneo@westhartfordct.gov) or (860) 561-7580, as soon as possible, preferably seven days beforehand.”