



Issued: 7/3/24

**TOWN PLAN AND ZONING COMMISSION REGULAR MEETING
MONDAY, JULY 1, 2024
LEGISLATIVE CHAMBER, ROOM 314
TOWN HALL, WEST HARTFORD, CT 06107**

MINUTES

ATTENDANCE: Commissioner, Andrea Gomes (Acting Chair); Commissioners: Liz Gillette, Josh Kaplan; Alternates: Nancy Grassilli, Don Neville; Town Staff: Todd Dumais, Town Planner & Brian Pudlik, Senior Planner

ABSENT: Kevin Ahern, Gordon Binkhorst, John Lyons

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

MINUTES:

1. Approval of Minutes:
 - a. Minutes of the Regular Meeting, Monday, June 3, 2024 – **Motion/Grassilli; Second/Kaplan; Vote 3-0**
 - b. Minutes of the Special Meeting, Monday, June 24, 2024 – **Motion/Gillette; Second/Kaplan; Vote 3-0**

COMMUNICATIONS:

2.
 - a. Request to Open and Immediately Continue Application IWW #1227 for 11 Winterset Lane

The TPZ acted by **unanimous vote (5-0)** (Motion/Kaplan; Second/Gillette)(Grassilli seated for Binkhorst, Neville seated for Ahern) to **receive** this request.
 - b. Request to Open and Immediately Continue Application IWW #1448 for 137 North Main Street

The TPZ acted by **unanimous vote (5-0)** (Motion/Neville; Second/Grassilli)(Grassilli seated for Binkhorst, Neville seated for Ahern) to **receive** this request.

NEW BUSINESS:

3. **1445 New Britain Avenue** – Application (SUP #1453) of SF WH Property Owner, LLC, requesting approval of a Special Use Permit to operate a new Indoor Recreation or Amusement Facility pursuant to sections 177-2(B), 177-6(B) and 177-42(A) of the zoning ordinances for Level 99. (Submitted for TPZ receipt on July 1, 2024. Suggest required public hearing be scheduled for August 5, 2024.)

The TPZ acted by **unanimous vote (5-0)** (Motion/Kaplan; Second/Gillette)(Grassilli seated for Binkhorst, Neville seated for Ahern) to schedule this matter for public hearing at the regularly scheduled meeting on **Monday, August 5th, 2024 at 7:15pm in room 314 of Town Hall, located at 50 South Main Street.**

OLD BUSINESS:

4. **71 Wolcott Road** – Application (SUP #1446) of the Town of West Hartford, requesting approval of a Special Use Permit to make security and site improvements to Wolcott School including a 1,459 square foot addition to the main office and building entry area, a new vehicle bypass lane, additional parking and associated site improvements including stormwater and landscaping. (Received by the TPZ on May 6, 2024. Required public hearing originally scheduled for June 3, 2024. At the request of the applicant, this item was opened and immediately continued to the July 1, 2024 Regular Meeting).

After detailed discussions and deliberations on the matter, the TPZ acted by **unanimous vote (5-0)** (Motion/Kaplan; Second/Gillette)(Grassilli seated for Binkhorst, Neville seated for Ahern) to **APPROVE** the Special Use Permit application subject to the following conditions.

1. The proposal meets the finding requirements of Section 177-37.4 and 177-42A (5a) of the West Hartford Code of Ordinances. In particular:
 - a. The location and size of the use, the nature and intensity of the operations connected with this use, the size of the lot in relation to it and the location of the lot with respect to streets giving access to it are such that it will be in harmony with the appropriate and orderly development of the district in which it is located.
 - b. The kind, location and height of all structures and the nature and extent of the landscaping on the lot are such that the use will not hinder or discourage the appropriate development and use of adjacent properties.
 - c. The parking, loading, trash and recycling facilities are adequate and properly located for the proposed use, and the entrance and exit driveways are laid out so as to achieve maximum safety.
2. Plans of record are incorporated by reference in this approval and shall guide the appearance, layout and operation of the new addition, parking areas and associated improvements.
3. The special use permit approval is subject to full compliance with the Town erosion and sediment requirements and shall be installed and maintained in accordance with the 2024 Connecticut Guidelines for Soil Erosion and Sediment Control as amended.
4. Prior to the start of any site disturbance, all sediment and erosion controls and tree protection shall be installed. Once installed, but before the commencement of any disturbance, the Town Planner shall be notified and provided the opportunity to inspect.
5. Prior to issuance of a Certificate of Occupancy and/or Certificate of Approval, a final as-built A2/T2 survey shall be submitted, which demonstrates that all elements of the project have been built in a manner consistent with the approved plans.

6. Prior to issuance of a Certificate of Occupancy and/or Certificate of Approval, a certification from the design Engineer shall be submitted, which states that all elements of the stormwater management system and all site grading have been completed in a manner consistent with the approved plans and that all stormwater management structures are performing as designed.
7. All stormwater infrastructure shall be installed per the standards and specifications of the Town of West Hartford Division of Engineering.
8. Pursuant to West Hartford Code of Ordinances Section 177-42A (8), the applicant shall return to the TPZ by July 2026 for further review and evaluation. The TPZ may consider supplemental conditions of approval if operational concerns are identified.
9. This letter of approval shall be stripped onto the final plan.

5. **11 Winterset Lane** – Application (IWW #1227) of W. Berey, requesting approval of an Inland Wetlands and Watercourses Permit to conduct certain regulated activities, which may have an adverse impact on a wetland regulated area. The applicant is requesting a retroactive approval for a previously constructed bituminous sport court, in addition to approval for a newly planned rain garden to mitigate stormwater runoff. Work is proposed within the 150 ft. upland review area with no direct wetland impacts proposed. (Determined potentially significant on June 3, 2024 and set for public hearing on July 1, 2024. This hearing will be opened and immediately continued to August 5, 2024, per item 2a. on this agenda).

The TPZ acted by **unanimous vote (5-0)** (Motion/Kaplan; Second/Gillette)(Grassilli seated for Binkhorst, Neville seated for Ahern) to **open and immediately continue** this matter, without testimony, to the regularly scheduled meeting on **Monday, August 5th, 2024 at 7:15 in room 314 of Town Hall, located at 50 South Main Street.**

6. **134 Norwood Road** – Application (SUP #1449) of The Hartford Golf Club, requesting approval of a Special Use Permit to reconfigure the existing outdoor pool area with a new pool and hardscape. (Submitted for TPZ receipt on June 3, 2024. Required public hearing scheduled for July 1, 2024).

After detailed discussions and deliberations on the matter, the TPZ acted by **unanimous vote (5-0)** (Motion/Gillette; Second/Neville)(Grassilli seated for Binkhorst, Neville seated for Ahern) to **APPROVE** the Special Use Permit application subject to the following conditions.

1. The proposal meets the finding requirements of Section 177-37.4 and 177-42A (5a) of the West Hartford Code of Ordinances. In particular:
 - d. The location and size of the use, the nature and intensity of the operations connected with this use, the size of the lot in relation to it and the location of the lot with respect to streets giving access to it are such that it will be in harmony with the appropriate and orderly development of the district in which it is located.
 - e. The kind, location and height of all structures and the nature and extent of the landscaping on the lot are such that the use will not hinder or discourage the appropriate development and use of adjacent properties.

- f. The parking, loading, trash and recycling facilities are adequate and properly located for the proposed use, and the entrance and exit driveways are laid out so as to achieve maximum safety.
- 2. Plans of record are incorporated by reference in this approval and shall guide the appearance, layout and operation of the pool and associated improvements.
- 3. The special use permit approval is subject to full compliance with the Town erosion and sediment requirements and shall be installed and maintained in accordance with the 2024 Connecticut Guidelines for Soil Erosion and Sediment Control as amended.
- 4. Prior to the start of any site disturbance, all sediment and erosion controls and tree protection shall be installed. Once installed, but before the commencement of any disturbance, the Town Planner shall be notified and provided the opportunity to inspect.
- 5. All outstanding application review comments from the West Hartford Division of Engineering shall be addressed to the full satisfaction of that department prior to the issuance of any building permits associated with this project.
- 6. Prior to issuance of a Certificate of Occupancy and/or Certificate of Approval, a final as-built A2/T2 survey shall be submitted, which demonstrates that all elements of the project have been built in a manner consistent with the approved plans.
- 7. Prior to issuance of a Certificate of Occupancy and/or Certificate of Approval, a certification from the design Engineer shall be submitted, which states that all elements of the stormwater management system and all site grading have been completed in a manner consistent with the approved plans and that all stormwater management structures are performing as designed.
- 8. All stormwater infrastructure shall be installed per the standards and specifications of the Town of West Hartford Division of Engineering.
- 9. Pursuant to West Hartford Code of Ordinances Section 177-42A (8), the applicant shall return to the TPZ by July 2026 for further review and evaluation. The TPZ may consider supplemental conditions of approval if operational concerns are identified.
- 10. This letter of approval shall be stripped onto the final plan.

- 7. **137 North Main Street** – Application (SUP #1448) of The American School for the Deaf, requesting approval of a Special Use Permit to regrade the southeast portion of the campus open lawn area in order to construct a new natural turf sports field. (Submitted for TPZ receipt on June 3, 2024 and scheduled for public hearing on July 1, 2024. This hearing will be opened and immediately continued to August 5, 2024, per item 2b. on this agenda).

The TPZ acted by **unanimous vote (5-0)** (Motion/Gillette; Second/Neville)(Grassilli seated for Binkhorst, Neville seated for Ahern) to **open and immediately continue** this public hearing to the regularly scheduled meeting on **Monday, August 5th, 2024 at 7:15 in room 314 of Town Hall, located at 50 South Main Street.**

TOWN COUNCIL REFERRAL

8. None

TOWN PLANNER'S REPORT:

9. None

MEETING ADJOURNED: 8:05 P.M. Motion/Kaplan; Second/Grassilli – Vote: 5-0

U: shareddocs/TPZ/Minutes/2024/July_1_Draft