Town Plan and Zoning Commission
Town of West Hartford
50 South Main Street, Room 208, West Hartford, CT 06107
P: (860) 561-7555 www.westhartfordct.gov

Issued: 9/5/25

TOWN PLAN AND ZONING COMMISSION REGULAR MEETING
MONDAY, SEPTEMBER 3, 2025
LEGISLATIVE CHAMBER, ROOM 314
TOWN HALL, WEST HARTFORD, CT 06107

MINUTES

ATTENDANCE: **Chair: Kevin Ahern; Vice Chair: Gordon Binkhorst; Commissioners: Andrea Gomes & Liz Gillette; Alternates: John Lyons, Don Neville & Nancy Grassilli; Town Staff: Brian Pudlik, Senior Planner; Robert Gosselin, Associate Planner**

ABSENT: **Josh Kaplan**

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

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MINUTES:

1. Approval of Minutes:

    a. Minutes of the Regular Meeting, Monday, August 4, 2025: **Motion to approve minutes – Gillette/ Second; Binkhorst – Vote 4-0-1; *YEA*:** Gillette, Binkhorst, Lyons (seated for Kaplan) & Neville (seated for Gomes); ***NAY***: None; ***RECUSED*:** Ahern

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COMMUNICATIONS:

2.

a. None

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NEW BUSINESS:

3. **25 Kane Street** – Application (IWW #1241) of Bureau Veritas, 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 proposes to modify the existing parking area on the east side of the property to accommodate the installation of electric vehicle charging stations and associated equipment. Work is proposed within the 150 ft. upland review area and with no direct wetland impacts proposed. (Submitted for IWWA receipt on September 3, 2025 and a determination of significance.)

After a detailed review of the application and its related exhibits and after consideration of staff technical comments, in accordance with the Town of West Hartford Inland Wetlands and Watercourse Regulations, a motion was made by Commissioner Gillette to determine the application potentially significant and set it for public hearing in October [Motion/Gillette; Second/Neville]; After discussion, Ms. Gillette withdrew the prior motion and made a new motion to determine the project non-significant and thus conditionally approve the application. By **unanimous vote (5-0)** [Motion/Gillette; Second/Neville; ***YEA***: Binkhorst, Gillette, Ahern,

Gomes, Neville (seated for Kaplan); ***NAY***: None] the motion passed and the proposed regulated activity was found to be **NON-SIGNIFICANT** and thus conditionally approved based on the following findings:

25 KANE STREET
INLAND WETLAND APPLICATION IWW #1241
COMPLIANCE WITH SECTION 10.2 and 10.4
STANDARDS AND CRITERIA FOR DECISION

The request to conduct certain regulated activities at **25 Kane Street** in West Hartford, Connecticut pursuant to an Inland Wetland and Watercourse application **IWW #1241** should be approved as the Standards and Criteria for Decision as set forth in the Inland Wetlands and Watercourses Regulations for the Town of West Hartford in Section 10.2 have been favorably met. During its discussions and deliberations on this matter, the agency made the following findings:

[1.] The environmental impact of the proposed regulated activity on wetlands or watercourses will not be so significant as to warrant the denial of this application.

[2.] The applicant's purpose for the proposed regulated activity is a valid and useful one which alternatives would cause less or no environmental impact to wetlands or watercourses;

[3.] The feasible and prudent alternatives to the proposed activity have been analyzed by the applicant and the proposed activity is likely to cause less or no environmental impact to wetlands or watercourses than those alternatives.

[4.] The short-term and long-term impacts of the proposed regulated activity on wetlands or watercourses are not to be so significant as to warrant denial of this application.

[5.] The long term productivity of the wetlands or watercourses will not be damaged by the approval of this application;

[6.] The proposed regulated activity will not cause irreversible and irretrievable loss of wetland or watercourse resources.

[7.] The proposed regulated activity neither threatens nor impacts the safety, health or reasonable use of property; and

[8.] The proposed regulated activity and future activities associated with or reasonably related to, the proposed regulated activities which are made inevitable by the proposed regulated activity will not have significant impacts on wetlands or watercourses outside the area for which the activity is proposed.

In addition, the Agency considered measures, which would mitigate the impact of the proposed activity and may be imposed as conditions of the permit. Such measures include the availability of further technical improvements or safeguards which could feasibly be added to the plan or action to avoid the reduction of or damage to the wetland's or watercourses natural capacity to support desirable biological life, prevent flooding, supply water, control sedimentation and/or prevent erosion, assimilate wastes, facilitate drainage, and provide recreation and open space. The Agency renders its decision to issue this permit on the following considerations and criteria:

A. That the natural functions and quality of water in local drainage systems both on and off-site shall be preserved and maintained.

B. That the overall impact of this development on the environment will be kept to a minimum if the conditions imposed by this permit are carried out by the applicant.

C. There are no reasonable and prudent alternatives which will allow the same activity to be carried out on the proposed site.

D. During the period when this permit remains in force, the applicant and the Inland Wetland and Watercourses Agency will be working together in good faith to resolve any matters that may arise relative to the environmental impact on the community due to the activities of the applicant.

The Agency hereby authorizes the applicant to conduct a series of regulated activities on a parcel of land which falls under the jurisdiction of the Inland Wetlands and Watercourse Act of the Connecticut General Statutes and the Inland Wetlands and Watercourses Regulations of the Town of West Hartford. Said parcel(s) of land is located **25 Kane Street.**

This permit is issued and made subject to the following conditions:

1.) Plans & Materials submitted and reviewed as part of the public record are incorporated by reference in this approval as fully set forth herein and modified by the conditions below.

2.) The wetland permit 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.

3.) 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.

4.) Bi-Weekly inspection reports of the sediment and erosion controls shall be submitted to the Town Planner. Additional erosion and sediment control measures shall be implemented and/or installed throughout the course of construction as/if deemed necessary and directed by the Design Engineer and/or West Hartford Town officials.

5.) All stormwater infrastructure shall be installed per the standards and specifications of the Town of West Hartford Division of Engineering.

6.) A final as built certification shall be submitted to the Town Planner upon completion of all work.

7.) If the trees proposed to be relocated do not survive the change in location, they shall be replaced in kind by the Applicant.

8.) The permit shall expire if not exercised within five (5) years from the date of issuance, or date of final resolution of any legal action challenging this permit. This permit shall not be assigned, transferred, sublet or sold to any other person without written permission of the Agency.

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4. **16 Ridgebrook Drive** – Application (IWW #1242) of M. & J. Lawler, 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 proposes to construct a +/- 200 square foot addition at the rear of the home in the area of an existing patio, which is being removed as part of this project. Work is proposed within the 150 ft. upland review area and with no direct wetland impacts proposed based on an on-site wetland soils evaluation by a Registered Soil Scientist. (Submitted for IWWA receipt on September 3, 2025 and a determination of significance.)

After a detailed review of the application and its related exhibits and after consideration of staff technical comments, in accordance with the Town of West Hartford Inland Wetlands and Watercourse Regulations, a

motion was made by the IWWA to find the application to be non-significant and thus conditionally approved. By **unanimous vote (5-0)** [Motion/Binkhorst; Second/Lyons; ***YEA***: Binkhorst, Gillette, Gomes, Ahern, & Lyons (seated for Kaplan); ***NAY***: None] the motion passed and the proposed regulated activity was found to be **NON-SIGNIFICANT** and thus conditionally approved based on the following findings:

16 RIDGEBROOK DRIVE
INLAND WETLAND APPLICATION IWW #1242
COMPLIANCE WITH SECTION 10.2 and 10.4
STANDARDS AND CRITERIA FOR DECISION

The request to conduct certain regulated activities at **16 Ridgebrook Drive** in West Hartford, Connecticut pursuant to an Inland Wetland and Watercourse application **IWW #1242** should be approved as the Standards and Criteria for Decision as set forth in the Inland Wetlands and Watercourses Regulations for the Town of West Hartford in Section 10.2 have been favorably met. During its discussions and deliberations on this matter, the agency made the following findings:

[1.] The environmental impact of the proposed regulated activity on wetlands or watercourses will not be so significant as to warrant the denial of this application.

[2.] The applicant's purpose for the proposed regulated activity is a valid and useful one which alternatives would cause less or no environmental impact to wetlands or watercourses;

[3.] The feasible and prudent alternatives to the proposed activity have been analyzed by the applicant and the proposed activity is likely to cause less or no environmental impact to wetlands or watercourses than those alternatives.

[4.] The short-term and long-term impacts of the proposed regulated activity on wetlands or watercourses are not to be so significant as to warrant denial of this application.

[5.] The long term productivity of the wetlands or watercourses will not be damaged by the approval of this application;

[6.] The proposed regulated activity will not cause irreversible and irretrievable loss of wetland or watercourse resources.

[7.] The proposed regulated activity neither threatens nor impacts the safety, health or reasonable use of property; and

[8.] The proposed regulated activity and future activities associated with or reasonably related to, the proposed regulated activities which are made inevitable by the proposed regulated activity will not have significant impacts on wetlands or watercourses outside the area for which the activity is proposed.

In addition, the Agency considered measures, which would mitigate the impact of the proposed activity and may be imposed as conditions of the permit. Such measures include the availability of further technical improvements or safeguards which could feasibly be added to the plan or action to avoid the reduction of or damage to the wetland's or watercourses natural capacity to support desirable biological life, prevent flooding, supply water, control sedimentation and/or prevent erosion, assimilate wastes, facilitate drainage, and provide recreation and open space. The Agency renders its decision to issue this permit on the following considerations and criteria:

A. That the natural functions and quality of water in local drainage systems both on and off-site shall be preserved and maintained.

B. That the overall impact of this development on the environment will be kept to a minimum if the conditions imposed by this permit are carried out by the applicant.

C. There are no reasonable and prudent alternatives which will allow the same activity to be carried out on the proposed site.

D. During the period when this permit remains in force, the applicant and the Inland Wetland and Watercourses Agency will be working together in good faith to resolve any matters that may arise relative to the environmental impact on the community due to the activities of the applicant.

The Agency hereby authorizes the applicant to conduct a series of regulated activities on a parcel of land which falls under the jurisdiction of the Inland Wetlands and Watercourse Act of the Connecticut General Statutes and the Inland Wetlands and Watercourses Regulations of the Town of West Hartford. Said parcel(s) of land is located at **16 Ridgebrook Drive.**

This permit is issued and made subject to the following conditions:

1.) Plans & Materials submitted and reviewed as part of the public record are incorporated by reference in this approval as fully set forth herein and modified by the conditions below.

2.) The wetland permit 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.

3.) 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.

4.) Bi-Weekly inspection reports of the sediment and erosion controls shall be submitted to the Town Planner. Additional erosion and sediment control measures shall be implemented and/or installed throughout the course of construction as/if deemed necessary and directed by the Design Engineer and/or West Hartford Town officials.

5.) A final as built certification shall be submitted to the Town Planner upon completion of all work.

6.) The permit shall expire if not exercised within five (5) years from the date of issuance, or date of final resolution of any legal action challenging this permit. This permit shall not be assigned, transferred, sublet or sold to any other person without written permission of the Agency.

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OLD BUSINESS / PUBLIC HEARING:

5. **76 Sheep Hill Drive** – Application (IWW #1237) of the Town of West Hartford 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 proposes to replace an existing 12" reinforced concrete storm drainage pipe and outlet within Hall High Brook, in addition to stream bank erosion restoration and reinforcement with gabions. Work is proposed within the 150 ft. upland review area and directly adjacent to and within the watercourse (This item was opened and immediately continued on July 7, 2025 to the September 3, 2025 regular meeting of the TPZ/IWWA).

After a detailed review of the application and its related exhibits and after consideration of staff technical comments, the IWWA acted by **unanimous vote (5-0) [Motion/Gillette; Second/Gomes; *YEA*: Ahern, Gillette, Gomes, Binkhorst & Grassilli (seated for Kaplan); *NAY*: None] to **CONDITIONALLY APPROVE** the proposed regulated activity and to direct that a wetland permit be issued. During its discussion and deliberation on this matter, the Agency made the following findings:

76 SHEEP HILL DRIVE
INLAND WETLAND APPLICATION IWW #1237
COMPLIANCE WITH SECTION 10.2 and 10.4
STANDARDS AND CRITERIA FOR DECISION

The request to conduct certain regulated activities at **76 Sheep Hill Drive** in West Hartford, Connecticut pursuant to an Inland Wetland and Watercourse application **IWW #1237** should be approved as the Standards and Criteria for Decision as set forth in the Inland Wetlands and Watercourses Regulations for the Town of West Hartford in Section 10.2 have been favorably met. During its discussions and deliberations on this matter, the agency made the following findings:

[1.] The environmental impact of the proposed regulated activity on wetlands or watercourses will not be so significant as to warrant the denial of this application.

[2.] The applicant's purpose for the proposed regulated activity is a valid and useful one which alternatives would cause less or no environmental impact to wetlands or watercourses;

[3.] The feasible and prudent alternatives to the proposed activity have been analyzed by the applicant and the proposed activity is likely to cause less or no environmental impact to wetlands or watercourses than those alternatives.

[4.] The short-term and long-term impacts of the proposed regulated activity on wetlands or watercourses are not to be so significant as to warrant denial of this application.

[5.] The long term productivity of the wetlands or watercourses will not be damaged by the approval of this application;

[6.] The proposed regulated activity will not cause irreversible and irretrievable loss of wetland or watercourse resources.

[7.] The proposed regulated activity neither threatens nor impacts the safety, health or reasonable use of property; and

[8.] The proposed regulated activity and future activities associated with or reasonably related to, the proposed regulated activities which are made inevitable by the proposed regulated activity will not have significant impacts on wetlands or watercourses outside the area for which the activity is proposed.

In addition, the Agency considered measures, which would mitigate the impact of the proposed activity and may be imposed as conditions of the permit. Such measures include the availability of further technical improvements or safeguards which could feasibly be added to the plan or action to avoid the reduction of or damage to the wetland's or watercourses natural capacity to support desirable biological life, prevent flooding, supply water, control sedimentation and/or prevent erosion, assimilate wastes, facilitate drainage, and provide recreation and open space. The Agency renders its decision to issue this permit on the following considerations and criteria:

A. That the natural functions and quality of water in local drainage systems both on and off-site shall be preserved and maintained.

B. That the overall impact of this development on the environment will be kept to a minimum if the conditions imposed by this permit are carried out by the applicant.

C. There are no reasonable and prudent alternatives which will allow the same activity to be carried out on the proposed site.

D. During the period when this permit remains in force, the applicant and the Inland Wetland and Watercourses Agency will be working together in good faith to resolve any matters that may arise relative to the environmental impact on the community due to the activities of the applicant.

The Agency hereby authorizes the applicant to conduct a series of regulated activities on a parcel of land which falls under the jurisdiction of the Inland Wetlands and Watercourse Act of the Connecticut General Statutes and the Inland Wetlands and Watercourses Regulations of the Town of West Hartford. Said parcel(s) of land is located **76 Sheep Hill Drive.**

This permit is issued and made subject to the following conditions:

1.) Plans & Materials submitted and reviewed as part of the public record are incorporated by reference in this approval as fully set forth herein and modified by the conditions below.

2.) The wetland permit 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.

3.) 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.

4.) Bi-Weekly inspection reports of the sediment and erosion controls shall be submitted to the Town Planner. Additional erosion and sediment control measures shall be implemented and/or installed throughout the course of construction as/if deemed necessary and directed by the Design Engineer and/or West Hartford Town officials.

5.) All stormwater infrastructure shall be installed per the standards and specifications of the Town of West Hartford Division of Engineering.

6.) A final as built certification shall be submitted to the Town Planner upon completion of all work.

7.) The permit shall expire if not exercised within five (5) years from the date of issuance, or date of final resolution of any legal action challenging this permit. This permit shall not be assigned, transferred, sublet or sold to any other person without written permission of the Agency.

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6. **1700 Asylum Avenue** – Application (IWW #1240) of the Town of West Hartford 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 proposes to replace an existing bridge over St. Joseph Brook at the Miracle League field and parking complex. The work is proposed within the 150 ft. upland review area and directly within the watercourse. (Received and determined potentially significant by the IWWA on August 4, 2025 and set for public hearing on September 3, 2025).

After a detailed review of the application and its related exhibits and after consideration of staff technical comments, the IWWA acted by **unanimous vote (5-0) [Motion/Gomes; Second/Binkhorst; *YEA*: Ahern, Gillette, Gomes, Binkhorst & Neville (seated for Kaplan); *NAY*: None] to **CONDITIONALLY APPROVE** the proposed regulated activity and to direct that a wetland permit be issued. During its discussion and deliberation on this matter, the Agency made the following findings:

1700 ASYLUM AVENUE
INLAND WETLAND APPLICATION IWW #1240
COMPLIANCE WITH SECTION 10.2 and 10.4
STANDARDS AND CRITERIA FOR DECISION

The request to conduct certain regulated activities at **1700 Asylum Avenue** in West Hartford, Connecticut pursuant to an Inland Wetland and Watercourse application **IWW #1240** should be approved as the Standards and Criteria for Decision as set forth in the Inland Wetlands and Watercourses Regulations for the Town of West Hartford in Section 10.2 have been favorably met. During its discussions and deliberations on this matter, the agency made the following findings:

[1.] The environmental impact of the proposed regulated activity on wetlands or watercourses will not be so significant as to warrant the denial of this application.

[2.] The applicant's purpose for the proposed regulated activity is a valid and useful one which alternatives would cause less or no environmental impact to wetlands or watercourses;

[3.] The feasible and prudent alternatives to the proposed activity have been analyzed by the applicant and the proposed activity is likely to cause less or no environmental impact to wetlands or watercourses than those alternatives.

[4.] The short-term and long-term impacts of the proposed regulated activity on wetlands or watercourses are not to be so significant as to warrant denial of this application.

[5.] The long term productivity of the wetlands or watercourses will not be damaged by the approval of this application;

[6.] The proposed regulated activity will not cause irreversible and irretrievable loss of wetland or watercourse resources.

[7.] The proposed regulated activity neither threatens nor impacts the safety, health or reasonable use of property; and

[8.] The proposed regulated activity and future activities associated with or reasonably related to, the proposed regulated activities which are made inevitable by the proposed regulated activity will not have significant impacts on wetlands or watercourses outside the area for which the activity is proposed.

In addition, the Agency considered measures, which would mitigate the impact of the proposed activity and may be imposed as conditions of the permit. Such measures include the availability of further technical improvements or safeguards which could feasibly be added to the plan or action to avoid the reduction of or damage to the wetland's or watercourses natural capacity to support desirable biological life, prevent flooding, supply water, control sedimentation and/or prevent erosion, assimilate wastes, facilitate drainage, and provide recreation and open space. The Agency renders its decision to issue this permit on the following considerations and criteria:

A. That the natural functions and quality of water in local drainage systems both on and off-site shall be preserved and maintained.

B. That the overall impact of this development on the environment will be kept to a minimum if the conditions imposed by this permit are carried out by the applicant.

C. There are no reasonable and prudent alternatives which will allow the same activity to be carried out on the proposed site.

D. During the period when this permit remains in force, the applicant and the Inland Wetland and Watercourses Agency will be working together in good faith to resolve any matters that may arise relative to the environmental impact on the community due to the activities of the applicant.

The Agency hereby authorizes the applicant to conduct a series of regulated activities on a parcel of land which falls under the jurisdiction of the Inland Wetlands and Watercourse Act of the Connecticut General Statutes and the Inland Wetlands and Watercourses Regulations of the Town of West Hartford. Said parcel(s) of land is located at **1700 Asylum Avenue.**

This permit is issued and made subject to the following conditions:

1.) Plans & Materials submitted and reviewed as part of the public record are incorporated by reference in this approval as fully set forth herein and modified by the conditions below.

2.) The wetland permit 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.

3.) 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.

4.) Bi-Weekly inspection reports of the sediment and erosion controls shall be submitted to the Town Planner. Additional erosion and sediment control measures shall be implemented and/or installed throughout the course of construction as/if deemed necessary and directed by the Design Engineer and/or West Hartford Town officials.

5.) A final as built certification shall be submitted to the Town Planner upon completion of all work.

6.) The permit shall expire if not exercised within five (5) years from the date of issuance, or date of final resolution of any legal action challenging this permit. This permit shall not be assigned, transferred, sublet or sold to any other person without written permission of the Agency.

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7. **134 Norwood Road** – Application (SUP #1480) of the Hartford Golf Club, requesting approval of a Special Use Permit to install lighting on three (3) of the nine (9) tennis courts located within the Hartford Golf Club facility (Submitted for TPZ receipt on August 4, 2025. Required public hearing scheduled for September 3, 2025.)

The TPZ acted by **unanimous vote (5-0) [Motion/Lyons; Second/Gillette *YEA***: Ahern, Gillette, Gomes, Binkhorst & Lyons (seated for Kaplan); ***NAY***: None**]** 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 lit tennis courts.

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. After project completion, an inspection by the Planning Division is required to ensure compliance with the approved plan.

6. Pursuant to West Hartford Code of Ordinances Section 177-42A (8), the applicant shall return to the TPZ by October of 2027 for further review and evaluation. The TPZ may consider supplemental conditions of approval if operational concerns are identified.

7. This letter of approval shall be stripped onto the final plan.

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TOWN COUNCIL REFERRAL:

8. None

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TOWN PLANNER'S REPORT:

9. Land Use Commissioner Training Requirements

No action required or taken by the TPZ

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INFORMATION ITEMS:

10. None

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MEETING ADJOURNED: 8:26 P.M. Motion/Gillette; Second/Grassilli (seated for Kaplan): Vote 5-0

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NOTE: A digital recording of this meeting is available for public review by contacting Planning and Zoning staff by phone at 860.561.7552 or by email at comment.tpz@westhartfordct.gov.