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: 10/8/25

TOWN PLAN AND ZONING COMMISSION REGULAR MEETING
MONDAY, OCTOBER 6, 2025
LEGISLATIVE CHAMBER, ROOM 314
TOWN HALL, WEST HARTFORD, CT 06107

MINUTES

ATTENDANCE: **Chair: Kevin Ahern; Vice Chair: Gordon Binkhorst; Commissioners: Liz Gillette & Josh Kaplan; Alternates: John Lyons & Nancy Grassilli; Town Staff: Todd Dumais, Town Planner; Robert Gosselin, Associate Planner**

ABSENT: **Andrea Gomes**

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

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MINUTES:

1. Approval of Minutes:

    a. Minutes of the Regular Meeting, Wednesday, September 3, 2025: **Motion to approve minutes – Gillette/ Second; Binkhorst – Vote 5-0; *YEA*:** Ahern, Gillette, Binkhorst, Lyons (seated for Kaplan) & Grassilli (seated for Gomes); ***NAY***: None

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COMMUNICATIONS:

2.

a. Woodridge Lake Association – Drawdown Notice: **Motion to receive – Kaplan/ Second; Binkhorst – Vote 5-0; *YEA*:** Ahern, Binkhorst, Gillette, Kaplan, and Lyons (seated for Gomes); ***NAY***: None

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NEW BUSINESS:

3. **1459 New Britain Avenue** – Application (SUP #1332-LB-25) of Edge Fitness, requesting TPZ review and look-back of compliance with the conditions of SUP #1332. Originally approved in February of 2019 to allow 24-hour of operation a personal service establishment, pursuant to Section 177-37.1 of the zoning ordinances. (Submitted for TPZ receipt. Suggest required public hearing be scheduled for November 10, 2025.)

The TPZ acted by **unanimous vote (5-0) [Motion/Binkhorst; Second/Grassilli; *YEA*:** Ahern, Binkhorst, Gillette, Kaplan, Grassilli (seated for Gomes); ***NAY***: None**]** to schedule this matter for public hearing at a special meeting on **Monday, November 10, 2025 at 7:15pm in room 314 of Town Hall, located at 50 South Main Street.**

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4. **2865 Albany Avenue** – Application (SUP #1380-LB-25) of the Renbrook School, requesting TPZ review and look-back of compliance with the conditions of SUP #1380. Originally approved in June of 2022 for the installation of a greenhouse and a pole-based climbing wall with high ropes course elements. (Submitted for TPZ receipt. Suggest required public hearing be scheduled for November 10, 2025.)

The TPZ acted by **unanimous vote (5-0) [Motion/Kaplan; Second/Binkhorst; *YEA***: Ahern, Binkhorst, Gillette, Kaplan, Grassilli (seated for Gomes); ***NAY***: None**]** to schedule this matter for public hearing at a special meeting on **Monday, November 10, 2025 at 7:15pm in room 314 of Town Hall, located at 50 South Main Street.**

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5. **170 Kingswood Road** – Application (SUP #1434-R1-25) of Kingswood Oxford School, requesting approval of a Special Use Permit for the retroactive approval of a new parking/loading area to the rear (south) of the new Community Commons facility. (Submitted for TPZ receipt. Suggest required public hearing be scheduled for November 10, 2025.)

The TPZ acted by **unanimous vote (5-0) [Motion/Gillette; Second/Kaplan; *YEA***: Ahern, Binkhorst, Gillette, Kaplan, Grassilli (seated for Gomes); ***NAY***: None**]** to schedule this matter for public hearing at a special meeting on **Monday, November 10, 2025 at 7:15pm in room 314 of Town Hall, located at 50 South Main Street.**

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6. **16 Sedgwick Road** – Application (IWW #1243) of Udolf Enterprises LLC, 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 six (6) new parking spaces and conduct associated site work at an existing multifamily residential property. The work is proposed within the 150 ft. upland review area with no direct wetland impacts proposed (Submitted for IWWA receipt on October 6, 2025. Presented for 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/Gillette; Second/Kaplan**; ***YEA***: Ahern Binkhorst, Gillette, Kaplan, & Grissilli (seated for Gomes); ***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 SEDGWICK ROAD
INLAND WETLAND APPLICATION IWW #1243
COMPLIANCE WITH SECTION 10.2 and 10.4
STANDARDS AND CRITERIA FOR DECISION

The request to conduct certain regulated activities at **16 Sedgewick Road** in West Hartford, Connecticut pursuant to an Inland Wetland and Watercourse application **IWW #1243** 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 Sedgwick Road.**

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. **40 Wiltshire Lane** – As-of-Right/Nonregulated Determination request submission by Michael Cervone, property owner, for soil / landscaping work to existing backyard within the 150 ft. upland review area. (Submitted for IWWA receipt on October 6, 2025, discussion, presentation, and determination of as-of-right pursuant to Section 4.4 of the IWW Regulations.)

After a detailed review of the application and its related exhibits and after consideration of staff technical comments, in accordance with Section 4.4 of the Town of West Hartford Inland Wetlands and Watercourse Regulations, a motion was made by the IWWA to find that the proposed use is permitted as-of-right. By **unanimous vote (5-0) [Motion/Gillette; Second/Kaplan**; ***YEA***: Ahern Binkhorst, Gillette, Kaplan, & Grissilli (seated for Gomes); ***NAY***: None] the motion passed and the activity was found to be **PERMITTED AS-OF-RIGHT** by the IWWA.

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OLD BUSINESS / PUBLIC HEARING:

8. **None**

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TOWN COUNCIL REFERRAL:

9. **None**

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TOWN PLANNER'S REPORT:

10. Land Use Commissioner Training Requirements

No action required or taken by the TPZ

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INFORMATION ITEMS:

11. None

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MEETING ADJOURNED: 8:00 P.M. Motion/Ahern; Second/Lyons (seated for Gomes): Vote 5-0

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U: shareddocs/TPZ/Minutes/2025/October_6_Draft

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.