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: 11/13/25

TOWN PLAN AND ZONING COMMISSION
SPECIAL MEETING
MONDAY, NOVEMBER 10, 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: Nancy Grassilli & Owen Eagan; Town Staff: Todd Dumais, Town Planner; Robert Gosselin, Associate Planner**

ABSENT: **Commissioner: 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, Monday, October 6, 2025: **Motion to approve minutes – Binkhorst/ Second; Kaplan – Vote 5-0; *YEA*:** Ahern, Binkhorst, Gillette, Kaplan & Grassilli (seated for Gomes); ***NAY***: None

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COMMUNICATIONS:

2.

a. Approval of Annual Calendar - 2026 TPZ Meeting and Filing Dates - **Motion/Gillette; Second/Binkhorst; Vote 5-0; *YEA*:** Ahern, Binkhorst, Gillette, Kaplan & Grassilli (seated for Gomes); ***NAY***: None
b. Request to withdraw application SUP #1434-R1-25, for 170 Kingswood Road, submitted by Paul Righenzi, Project manager on behalf of Kingswood Oxford School. - **Motion/Binkhorst; Second/Grassilli; Vote 5-0; *YEA*:** Ahern, Binkhorst, Gillette, Kaplan & Grassilli (seated for Gomes); ***NAY***: None
c. Request to extend the validity of permit IWW #1127, for the replacement of the Fern Street bridge, submitted by Greg Sommer, Town Engineer, Town of West Hartford. - **Motion/Binkhorst; Second/Kaplan; Vote 5-0; *YEA*:** Ahern, Binkhorst, Gillette, Kaplan & Grassilli (seated for Gomes); ***NAY***: None

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NEW BUSINESS:

3. **1563 Asylum Avenue** – Application (SUP #1355-LB-25) of Elizabeth Park, requesting TPZ review and look-back of compliance with the conditions of SUP #1355. Originally approved in May of 2020 for the expansion of the Visitor Center parking lot with associated site improvements. (Submitted for TPZ receipt. Suggest required public hearing be scheduled for December 1, 2025.)

The TPZ acted by **unanimous vote (5-0) [Motion/Kaplan; Second/Grassilli; *YEA***: Ahern, Binkhorst, Gillette, Kaplan, Grassilli (seated for Gomes); ***NAY***: None**]** to schedule this matter for public hearing at the regularly scheduled meeting on **Monday, December 1, 2025 at 7:15pm in room 314 of Town Hall, located at 50 South Main Street.**

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4. **1678 Asylum Avenue** – Application (SUP #1482) of the University of Saint Joseph, requesting approval of a Special Use Permit for an approximately 5,800 sf addition to the entry area of the existing Pope Pius XII Library, with associated site work, grading, drainage, and utility improvements. Application also includes parking improvements across various parking lot areas throughout campus. (Submitted for TPZ receipt. Suggest required public hearing be scheduled for December 1, 2025.)

The TPZ acted by **unanimous vote (5-0) [Motion/Binkhorst; Second/Kaplan; *YEA***: Ahern, Binkhorst, Gillette, Kaplan, Grassilli (seated for Gomes); ***NAY***: None**]** to schedule this matter for public hearing at the regularly scheduled meeting on **Monday, December 1, 2025 at 7:15pm in room 314 of Town Hall, located at 50 South Main Street** and to refer the application to the DRAC at their next available meeting**.**

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5. **82 Waterside Lane –** Application (IWW #1244) of Danielle Levasseur, Juliano's Pools, on behalf of Alison Overholt & Seth Wickersham (R.O.), 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 install a 20' x 24' addition and an inground pool with associated site work. The work is proposed within the 150 ft. upland review area with no direct wetland impacts proposed. (Submitted for IWWA receipt on November 10, 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, the IWWA acted by **unanimous vote (5-0) [Motion/Gillette; Second/Binkhorst; *YEA***: Ahern, Binkhorst, Kaplan, Gillette, (seated for Gomes); ***NAY***: None] to find the proposed regulated activity to be **POTENTIALLY SIGNIFICANT** and set this matter for public hearing on **Monday, December 1, 2025 at 7:15 in room 314 of Town Hall, located at 50 South Main Street.**

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6. **14-16 Oakwood Avenue** – Request for TPZ review and approval of an Alternate Method of Parking, pursuant to section 177-32 (G) of the zoning ordinances.

After a detailed review of the application and its related exhibits and after consideration of staff technical comments, the TPZ acted by **unanimous vote (5-0) [Motion/Kaplan; Second/Binkhorst**; ***YEA***: Ahern Binkhorst, Gillette, Kaplan & Grassilli (seated for Gomes); ***NAY***: None] to approve the proposed alternate parking agreement.

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OLD BUSINESS / PUBLIC HEARING:

7. **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 operation of a personal service establishment, pursuant to Section 177-37.1 of the zoning ordinances. (Received by the TPZ on October 6, 2025. Required public hearing scheduled for November 10, 2025.)

The TPZ acted by **unanimous vote (5-0) [Motion/Gillette; Second/Binkhorst**; ***YEA***: Ahern Binkhorst, Gillette, Kaplan & Grassilli (seated for Gomes); ***NAY***: None] to determine that the Special Use Permit did not require additional conditions of approval.

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8. **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. (Received by the TPZ on October 6, 2025. Required public hearing scheduled for November 10, 2025.)

The TPZ acted by **unanimous vote (5-0) [Motion/Binkhorst; Second/Kaplan**; ***YEA***: Ahern Binkhorst, Gillette, Kaplan & Grassilli (seated for Gomes); ***NAY***: None] to determine that the Special Use Permit did not require additional conditions of approval.

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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: 8:02 P.M. ***Motion/Binkhorst; Second/Gillette; Vote 5-0; YEA***: Ahern, Binkhorst, Kaplan, Gillette, Grassilli (seated for Gomes); ***NAY***: None

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U: shareddocs/TPZ/Minutes/2025/November_10_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.