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: 10/2/26

TOWN PLAN AND ZONING COMMISSION
REGULAR MEETING
MONDAY, OCTOBER 5, 2026
LEGISLATIVE CHAMBER, ROOM 314
TOWN HALL, WEST HARTFORD, CT 06107

AGENDA

Legal Notice

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

MINUTES:

1) Approval of Minutes:

   a) Minutes of the Regular TPZ Meeting, Monday, August 3, 2026
   b) Minutes of the Regular TPZ Meeting, Wednesday, September 9, 2026

COMMUNICATIONS:

2) Application fee waiver request of the Metropolitan District Commission for the Town-Wide Sewer Easement clearing project, Item #6 on this agenda.

NEW BUSINESS:

3) **38 Pheasant Chase** - Application (IWW #1253) of J. Gaval, 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 proposing to pave and improve drainage on an existing gravel driveway, which crosses over property of the Deer Run HOA to serve the applicant's residential property in Bloomfield. The proposed work is within a 150-foot upland review area with no direct wetland impacts proposed. (Submitted for IWWA receipt on October 5, 2026. Presented for a determination of significance.)

   38 Pheasant Chase
   This link provides access to the following application materials:

   - Application
   - Narrative
   - Site Plan

4) **100 Mayflower Street & 847 South Quaker Lane** - Application (IWW# 1254) of the Town of West Hartford 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 October 5, 2026. Suggest Required public hearing be scheduled for November 9, 2026.)

100 Mayflower Street & 847 South Quaker Lane

This link provides access to the following application materials:

- Application Form
- Soils Report
- Application Narrative
- Site Survey

5) **163 Balfour Drive** - Application (IWW #1254) of K. Bahler, 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 proposing series of backyard improvements including the installation of an inground swim spa, patios, a bocce ball court and associated site work. The proposed work is within a 150-foot upland review area with no direct wetland impacts proposed. (Submitted for IWWA receipt on October 5, 2026. Presented for a determination of significance.)

163 Balfour Drive

This link provides access to the following application materials:

- Application
- Narrative
- Site Plan
- Staff Comments

6) **Town-Wide** – Application (IWW #1256) of the Metropolitan District Commission, 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 proposing selective tree and brush clearing, generally within designated sanitary sewer rights-of-way throughout the Town of West Hartford and as depicted on the maps contained within the application materials. Work is proposed within 150-foot upland review areas, within mapped wetland areas and areas immediately adjacent to watercourses. (Submitted for IWWA receipt on October 5, 2026. Presented for a determination of significance.)

Town-Wide MDC Sewer ROW Clearing

This link provides access to the following application materials:

- Application
- Narrative
- Area Maps

OLD BUSINESS/PUBLIC HEARINGS:

7) **176 Newington Road** – Application (SUP #1431-R1-26) of GreenDrop, requesting approval of a Special Use Permit to place a +/-358 square foot mobile "GreenDrop" donation trailer within the existing undeveloped pad site within the existing shopping plaza. This use was previously approved by temporary SUP in January, 2024. (Submitted for TPZ receipt on August 3, 2026. The public hearing was set for September 9, 2026, but was opened and immediately continued to October 5, 2026.)

176 Newington Road

This link provides access to the following application materials:

- Application
- Narrative
- Staff Comments
- Staff Report
- Site Plan

8) **1678 Asylum Avenue** – Application (SUP #1381-LB-26) of Bill Willsey, on behalf of the University of Saint Joseph, requesting TPZ review and look-back of compliance with the conditions of SUP #1381. Originally approved in July of 2022 for the installation of a new gravel parking area. (Received by the TPZ on September 9th, 2026 and set for public hearing on October 5, 2026.)

1678 Asylum Avenue

This link provides access to the following application materials:

- Application
- As-Built Survey
- Site Photos
- Staff Report
- Original Plans
- As-built Certification
- Staff Comments
- Operation and Maintenance Plan

9) **1678 Asylum Avenue** – Application (SUP #1399-LB-26) of John McMeeking, on behalf of the University of Saint Joseph, requesting TPZ review and look-back of compliance with the conditions of SUP #1399. Originally approved in February of 2023 for the installation of a turf baseball field. (Received by the TPZ on September 9th, 2026 and set for public hearing on October 5, 2026.)

1678 Asylum Avenue

This link provides access to the following application materials:

- Application
- Narrative
- As-Built Survey
- Site Photos
- Staff Report
- Original Plans
- Owner Authorization Form
- Architect Certification Letter
- Engineer Certification Letter
- Staff Comments

10) **238 Steele Road** – Application (SUP #1416-LB-26) of The University of St. Joseph on behalf of the Town of West Hartford (R.O.), requesting TPZ review and look-back of compliance with the conditions of SUP #1416. Originally approved in June of 2023 for the expansion of a playground at the School for Young Children. (Received by the TPZ on September 9th, 2026 and set for public hearing on October 5, 2026.)

238 Steele Road

This link provides access to the following application materials:

- Application
- Narrative
- Staff Report
- Original Plans
- Staff Comments

11) **Fern Street Bridge** - Application (IWW #1127-R1-26) 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 Town is seeking an amendment to the previously issued IWW permit #1127 in order to re-route an existing 42" watermain, which is currently suspended beneath the existing bridge, to a new location underneath the west branch of Trout Brook and located immediately south of the proposed bridge location. The work is proposed within the 150 ft. upland review area and directly within the watercourse and within the previously approved limits of disturbance for the project. (Application determined to be potentially significant on September 9, 2026 and set for public hearing on October 5, 2026.)

Fern Street Bridge

This link provides access to the following application materials:

- Application
- Narrative
- Presentation
- Original Plans
- Amendment Plan

TOWN COUNCIL REFERRAL:

12) Ordinance amending the Special Flood Hazard Area standards

Ordinance amending the Special Flood Hazard Area standards

This link provides access to the following application materials:

- DEEP Ordinance Evaluation
- Town Council Referral Letter
- Proposed Ordinance

TOWN PLANNER'S REPORT:

13) None

INFORMATION ITEMS:

14) None

REMINDER OF FUTURE TPZ REGULAR AND SPECIAL MEETINGS:

- TPZ Regular Meeting, November 9, 2026 @ 7:00 PM
- TPZ Regular Meeting, December 7, 2026 @ 7:00 PM
- TPZ Regular Meeting, January 4, 2027 @ 7:00 PM

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 or (860) 561-7580, as soon as possible, preferably seven days beforehand.