

**TOWN PLAN AND ZONING COMMISSION
REGULAR MEETING - MONDAY, APRIL 4, 2016 – LEGISLATIVE CHAMBER,
ROOM 314, TOWN HALL, WEST HARTFORD, CT 06107**

DRAFT MINUTES

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

ATTENDANCE: Chair: Kevin Prestage; Commissioner: Kevin Ahern; Alternate: John Martin O'Donnell; Todd Dumais, Town Planner/TPZ Secretary; Brittany Bermingham, Planning Technician; Kimberly Boneham, Assistant Corporation Counsel.

ABSENT: Commissioners: Michael Seder and Michele Maresca and Alternate: Gillette

ADJOURNMENT: Motion/Ahern; Second/Prestage (3-0). Meeting adjourned at 9:37 PM

MATTERS FOR PUBLIC HEARING SHALL BE CALLED AT 7:15 P.M.

MINUTES:

Approval of Minutes:

- a. Minutes of the Regular Meeting, Monday, January 4, 2016. *Voting postponed until May 2, 2016*
- b. Minutes of the Regular Meeting, Monday, February 1, 2016; *Motion to approve. Motion/O'Donnell; Second/Ahern: 3-0 Voting; Ahern, Prestage, O'Donnell (O'Donnell seated for Maresca)*

COMMUNICATIONS:

DRAC 2015 Annual Report- Communication from DRAC on the 2015 Annual Report of activities of the Commission to the Town Council. *Motion to Receive: O'Donnell; Second/Prestage: 3-0 Voting; Ahern, Prestage, O'Donnell (O'Donnell seated for Maresca)*

NEW BUSINESS:

503-511 New Park Avenue (Chick-Fil-A, Inc.) - Application (SUP #1290) of Aldi, Inc. and applicant Chick-Fil-A, Inc. (Susan Hays, Attorney) seeking Special Use Permit approval for an eighteen (18) seat outdoor dining area. The seating will be located at the front of the building. (Submitted for TPZ receipt on April 4, 2016. Suggest required public hearing be scheduled for May 2, 2016.)

After a detailed review of the application and its related exhibits and after consideration of staff technical comments, the TPZ acted by **unanimous vote (3-0)** (Motion/O'Donnell; Second/Ahern) (O'Donnell seated for Maresca) to set this matter for public hearing on **Monday, May 2, 2016 at 7:15 P.M. in the Legislative Chamber, Room 400, West Hartford Town Hall, 50 South Main Street.**

35 Barksdale Road (Town of West Hartford)- Application (SUP #1291) of the Town of West Hartford (Robert Palmer, Plant and Facilities Services) seeking approval for a Special Use Permit to install a 28-foot by 28-foot shade structure at the Norfeldt Elementary School. The area is now utilized as a community gathering and instructional place and is adjacent to the school's outdoor garden area. (Submitted for TPZ receipt on April 4, 2016. Suggest required public hearing be scheduled for May 2, 2016.)

After a detailed review of the application and its related exhibits and after consideration of staff technical comments, the TPZ acted by **unanimous vote (3-0)** (Motion/O'Donnell; Second/Ahern) (O'Donnell seated for Maresca) to set this matter for public hearing on **Monday, May 2, 2016 at 7:15 P.M. in the Legislative Chamber, Room 400, West Hartford Town Hall, 50 South Main Street.**

NEW BUSINESS SCHEDULED ON MARCH 7, 2016; ADJOURNED TO APRIL 4, 2016:

1700 Asylum Avenue (Town of West Hartford)- Application (IWW #850-R2-16) of the Town of West Harford (Marc Blanchard, Human and Leisure Services Department), seeking approval of an Inland Wetlands and Watercourses Permit to conduct certain regulated activities which may have an adverse impact on a wetland and water course area. The applicant seeks to install four (4) permanent athletic field light pole structures at the little league field located the furthest from the intersection of Asylum Avenue and Trout Brook Drive. The applicant requests a fee waiver. (Submitted for IWWA receipt on March 7, 2016; due to the lack of a quorum, meeting adjourned to April 4, 2016. Presented for determination of significance.)

After a review of the application and its related exhibits and after consideration of staff technical comments, the IWWA acted by **unanimous vote (3-0)** (Motion/Ahern; Second/Prestage) (O'Donnell seated for Maresca) to find the proposed regulated activity to be **POTENTIALLY SIGNIFICANT** and set this matter for public hearing for **Monday,**

May 2, 2016 at 7:15 P.M. in the Legislative Chamber, Room 400, West Hartford Town Hall, 50 South Main Street.

In addition, after a review of the fee waiver request and consideration of staff technical comments, the IWWA acted by **unanimous vote (3-0)** (Motion/Ahern; Second/Prestage) (O'Donnell seated for Maresca) to approve the fee waiver.

1700 Asylum Avenue (Town of West Hartford)- Application (SUP # 1062-R4-16) of the Town of West Hartford (Marc Blanchard, Human and Leisure Services Department), seeking approval for a Special Use Permit to install four (4) permanent athletic field light structures at the little league field located the furthest from the intersection of Asylum Avenue and Trout Brook Drive. Lighting is programmed to shut off automatically at 9:30 p.m. with security lighting remaining on and automatically shutting off at 10:00 p.m. (Submitted for TPZ receipt on March 7, 2016; due to the lack of a quorum, meeting adjourned to April 4, 2016 for receipt.)

After a brief review of the application and its related exhibits and after consideration of staff technical comments, the TPZ acted by **unanimous vote (3 - 0)** (Motion/Ahern; Second/O'Donnell) (O'Donnell seated for Maresca) to schedule this matter for public hearing for **Monday, May 2, 2016 at 7:15 P.M. in the Legislative Chamber, Room 400, West Hartford Town Hall, 50 South Main Street.**

37 Buena Vista Road (Town of West Hartford)- Application (IWW #1042) of the Town of West Hartford (Al Adaskaveg, Human and Leisure Services Department), seeking approval of an Inland Wetlands and Watercourses Permit to conduct certain regulated activities which may have an adverse impact on a wetland and water course area. The applicant seeks to remove an approximately 180 s.f. existing structure located in the floodplain and replace it with an approximately 206 s.f. structure outside of the floodplain, closer to the Cornerstone parking lot. The applicant requests a fee waiver. (Submitted for IWWA receipt on March 7, 2016; due to the lack of quorum, meeting adjourned to April 4, 2016. Presented for determination of significance.)

After a review of the application and its related exhibits and after consideration of staff technical comments, the IWWA **unanimous vote (3-0)** (Motion/Ahern; Second/O'Donnell) (O'Donnell seated for Maresca) to find the proposed regulated activity to be **NON-SIGNIFICANT**.

In addition, after a review of the fee waiver request and consideration of staff technical comments, the IWWA acted by **unanimous vote (3-0)** (Motion/O'Donnell; Second/Ahern) (O'Donnell seated for Maresca) to approve the fee waiver.

**OLD BUSINESS SCHEDULED FOR PUBLIC HEARING ON FEBRUARY 1, 2016;
CONTINUED TO MARCH 7, 2016; ADJOURNED TO APRIL 4, 2016:**

1678 Asylum Avenue (University of Saint Joseph) – Application (SUP #1286) of the University of Saint Joseph (Bill Carone, Grounds Manager, Facilities Department) seeking a Special Use Permit to construct a temporary practice soccer field at the northeast corner of the University’s property, along Albany Avenue and adjacent to the Saint Mary Home. The field will be unlit and used between the hours of 8am and 8pm. A black vinyl chain link fence along three (3) sides (north, south, and east) of the field is proposed. (Submitted for TPZ receipt on January 4, 2016. Required public hearing scheduled for February 1, 2016. Public hearing was opened and immediately continued to March 7, 2016; due to the lack of a quorum public hearing adjourned to April 4, 2016.)

After a review of the application and its related exhibits and after consideration of staff technical comments and the public hearing record, the TPZ acted by **unanimous vote (3-0)** (Motion/Ahern; Second/O’Donnell) (O’Donnell seated for Maresca) to approve the SUP for a period not to exceed two (2) years.

1678 Asylum Avenue (University of Saint Joseph) – Application (SUP #1287) of the University of Saint Joseph (University of Saint Joseph/Robert Swain, Principal Architect) seeking Special Use Permit approval to construct a one-story addition to an existing classroom/office building on the USJ campus. The applicant is proposing to renovate approximately 6,330 s.f. of the first floor of Lourdes Hall and to construct an approximately 4,760 s.f. addition to the east side of Lourdes Hall for a new classroom and lab. Lourdes Hall is located on the campus quadrangle. (Submitted for TPZ receipt on February 1, 2016. Required public hearing scheduled for March 7, 2016; due to the lack of a quorum public hearing adjourned to April 4, 2016.)

After a review of the application and its related exhibits and after consideration of staff technical comments and the public hearing record, the TPZ acted by **unanimous vote (3-0)** (Motion/Ahern; Second/O’Donnell) (O’Donnell seated for Maresca) to approve the SUP.

51 Isham Road (BL Restaurant Operation) – Application (SUP #1288) of the BL “Bar Louie” Restaurant Operation, LLC (Gregory Piecuch, Attorney) seeking Special Use Permit approval for a forty (40) seat outdoor dining area. The proposed outdoor dining area will have a steel railing enclosure, lighting, umbrellas, and propane heating units. (Submitted for TPZ receipt on February 1, 2016. Required public hearing scheduled for March 7, 2016; due to the lack of a quorum public hearing adjourned to April 4, 2016.)

After a review of the application and its related exhibits and after consideration of staff technical comments and the public hearing record, the TPZ acted by **unanimous vote (3-0)**

(Motion/O'Donnell; Second/Ahern) (O'Donnell seated for Maresca) to approve the SUP with conditions.

TOWN COUNCIL REFERRAL AND REQUEST FOR REPORT:

Ordinance- Permitting Increased Density in the Central Business (BC) Zone.

(Town Council receipt on February 9, 2016. TPZ receipt scheduled on March 7, 2016; due to the lack of a quorum public hearing adjourned to April 4, 2016. Town Council public hearing held on March 22, 2016, item continued to April 12, 2016 for receipt of TPZ comments. Town Council anticipates this public hearing will be continued to April 25, 2016.)

TPZ recommended approval of the subject ordinance. Motion/Ahern; Second/O'Donnell (O'Donnell seated for Maresca) (Vote: 3-0).

503-511 New Park Avenue –Application (SDD #94-R1-16) on behalf of Chick-fil-A, Inc., proposed lessee and intended developer, and Aldi, Inc., owner 511 New Park Avenue, to amend Special Development District #94 to construct a new free-standing, single story, Chick-fil-A restaurant with drive-thru and outdoor dining to the northeast of the Aldi store. Additional modifications to the site layout, including parking, landscaping, lighting and signage are proposed. (Town Council receipt on March 8, 2016. Town Council public hearing scheduled for April 12, 2016. DRAC receipt on March 24, 2016. Initial DRAC Study Session on November 30, 2015. Additional study session on January 20, 2016. TPZ receipt on April 4, 2016.)

TPZ acted on a motion for the subject application (Motion/Ahern; Second/O'Donnell) (O'Donnell seated for Maresca). **The motion to approve failed by vote (1-2).** (O'Donnell voted “yes.”)

2432 Albany Avenue- Application (SDD #135-R1-16) on behalf of 2432 Albany Avenue, LLC, regarding the 2.3-acre property located at 2432 Albany Avenue, seeking approval to amend Special Development District #135, to make minor architectural, landscaping and signage modifications. (Town Council receipt on March 8, 2016. Town Council public hearing scheduled for April 12, 2016. DRAC receipt on March 24, 2016. TPZ receipt on April 4, 2016)

TPZ recommended approval of the SDD amendment. Motion/O'Donnell; Second/Prestage (O'Donnell seated for Maresca) (Vote: 3-0).

U: shareddocs/TPZ/minutes/2016/April 4