



Issued: 1/9/2023

**TOWN PLAN AND ZONING COMMISSION REGULAR MEETING
WEDNESDAY, JANUARY 4, 2023
LEGISLATIVE CHAMBER, ROOM 314
TOWN HALL, WEST HARTFORD, CT 06107**

DRAFT MINUTES

ATTENDANCE: Chair: Kevin Ahern & Commissioners: Liz Gillette and Josh Kaplan; Alternate Donald Neville; Town Staff: Todd Dumais, Town Planner & Brian Pudlik, Associate Planner

ABSENT: Commissioners Binkhorst and Gomes

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

MINUTES:

1. Approval of Minutes
 - a. Minutes of the Regular Meeting, Monday, December 5, 2022- **Motion Gillette/Second Kaplan; Approved 3-0**

COMMUNICATIONS:

2.
 - a. None

NEW BUSINESS:

3. **1678 Asylum Avenue – University of St. Joseph** – Application (SUP #1399) of University of St. Joseph (R.O.), requesting approval of a Special Use Permit to install a turf baseball field, dugouts and associated site improvements in the general area that was previously approved for a practice soccer field under SUP 1286-R1-17. (Submitted for TPZ receipt on January 4, 2023. Suggest required public hearing be scheduled for February 6, 2023.)

The TPZ acted by **unanimous vote (4-0)** (Motion/Kaplan; Second/Neville) (Neville seated for Binkhorst) to schedule this matter for public hearing at the regularly scheduled meeting on **Monday, February 6, 2023 at 7:15 in room 314 of Town Hall, located at 50 South Main Street.**

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4. **445 South Main Street** -- Application (IWW #1187) of Corporate Center West Associates, LLC, (RO) requesting approval of an Inland Wetlands and Watercourses Permit to conduct certain regulated activities, which may have an adverse impact on a wetlands regulated area. The applicant proposes the

expansion of the existing medical office building and reconfiguration and expansion of existing parking areas along with landscaping, grading and drainage improvements. The proposed work is within a 150 ft. upland review area with no direct wetlands impacts proposed. (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 (4-0)** (Motion/Gillette; Second/Kaplan) (Neville seated for Binkhorst) to find the proposed regulated activity to be **POTENTIALLY SIGNIFICANT** and set this matter for public hearing on **Monday, February 6, 2023 at 7:15 the Legislative Chambers, Room 314, West Hartford Town Hall, 50 South Main Street.**

OLD BUSINESS/PUBLIC HEARING:

5. **2240 Albany Avenue – Young Israel of West Hartford** – Application (SUP #1398) of Young Israel of West Hartford (R.O.), requesting approval of a Special Use Permit to place a portable modular trailer at the rear of the property to be used by the synagogue for worship, programming and storage needs. (Submitted for TPZ receipt on December 5, 2022. Required public hearing scheduled for January 4, 2023.)

After detailed discussions and deliberations on the matter, the TPZ acted by **unanimous vote (4 - 0)** (Motion/Kaplan; Second/Gillette) (Neville seated for Binkhorst) 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. Pursuant to West Hartford Code of Ordinances Section 177-42A (8), the applicant shall return to the TPZ by January 2025 for further review and evaluation. Consistent with section 177-42(A)(5)(b), at the time of the look-back hearing, the applicant shall propose a maximum duration for use of the temporary portable trailer for TPZ consideration. The TPZ may consider a shorter duration for use of the trailer and/or supplemental conditions of approval if operational concerns are identified.
3. This letter of approval shall be stripped onto the final plan.

TOWN COUNCIL REFERRAL:

6. **Application filed on behalf of Blue Back Capital Partners and Charter Realty Development Corp. owners and managing partners of Special Development District #113, also known as Blue Back Square. The application requests an amendment to the existing Special Development District Design Guidelines to create a new standard for "Freestanding Shade Structures" (Scheduled for Public hearing on January 24, 2023.)**

After a detailed review of the application and its related exhibits and after consideration of staff technical comments, the TPZ acted by **unanimous vote (4-0)** (Motion/Gillette; Second/Kaplan) (Neville seated for Binkhorst) to **RECOMMEND** approval of this application to the Town Council.

7. **Resolution Authorizing the Purchase of Properties Located at 12 Brixton Street and 705 Oakwood Avenue**

After a detailed review of the application and its related exhibits and after consideration of staff technical comments, the TPZ acted by **unanimous vote (4-0)** (Motion/Kaplan; Second/Neville) (Neville seated for Binkhorst) to **RECOMMEND** approval of this application to the Town Council.

8. **Amended Ordinance Permitting Certain Indoor Venues in the CBDH District to Stay Open until 1:00 AM and Operate under a Café Liquor Permit with an Age Restriction (Scheduled for Public hearing on January 10, 2023.)**

After a detailed review of the application and its related exhibits and after consideration of staff technical comments, the TPZ acted by **unanimous vote (4-0)** (Motion/Neville; Second/Gillette) (Neville seated for Binkhorst) to **RECOMMEND** approval of this application to the Town Council.

TOWN PLANNER’S REPORT:

9. **POCD Implementation Update & LID UConn Stormwater Corps Summary – Postponed**

INFORMATION ITEMS:

10. **None**

MEETING ADJOURNED: 8:24 P.M. Motion/Gillette; Second/Kaplan; Vote 4-0

U: shareddocs/TPZ/Minutes/2023/January 4_Draft