



Issued: 11/27/24

**TOWN PLAN AND ZONING COMMISSION
REGULAR MEETING
MONDAY, DECEMBER 2, 2024
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 Meeting, Monday, October 7, 2024

COMMUNICATIONS:

2.
 - a. Approval of Annual Calendar - [2025 TPZ Meeting and Filing Dates](#)
 - b. **1678 Asylum Avenue** - Notice of the Town Planner's intent to approve, pursuant to section 177-42 (A)(9), a request filed by the University of St. Joseph, to install bleachers and a small press box adjacent to the multisport turf field at the northwest corner of the campus.

[1678 Asylum Ave Application Materials](#) *This link contains the following:*

- | | |
|--|-----------------------|
| • Town Planner's Notice of Intent to Approve | • Site Plan |
| • Application Form | • Architectural Plans |
| • Project Narrative | • Bleacher Rendering |

NEW BUSINESS:

3. **170 Kingswood Road** – Application (SUP #1394-LB-24) of the Kingswood Oxford School, requesting TPZ review and look-back of compliance with the conditions of SUP #1394. Originally approved in December of 2022 for the construction of dugouts and the installation of protective netting for the varsity baseball field. (Submitted for TPZ receipt. Suggest required public hearing be scheduled for January 6, 2025.)

[170 Kingswood Road Application Materials](#) *This link contains the following:*

- Application Form
- Look-Back Narrative
- Photos of Completed Project

4. **1710 Asylum Avenue & 1800 Asylum Avenue** – Application (IWW #1229) 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 applicant is requesting to replace two existing culverts within the East Branch of Trout Brook, near Asylum Avenue, as Phase 1 of a multi-phase project to alleviate flooding in the project vicinity. Work is proposed within the 150 ft. upland review area and within the watercourse, which results in both temporary and permanent direct wetland impacts. (Presented for a determination of significance)

[1710 Asylum & 1800 Asylum Ave Application Materials](#) *This link contains the following:*

- Application Form
- Plans
- Project Narrative and Reports

OLD BUSINESS:

5. **2865 Albany Avenue** – Application (SUP #1377-LB-24) of Renbrook School, requesting TPZ review and look-back of compliance with the conditions of SUP #1377. Originally approved in May of 2022 for the installation of a synthetic turf athletic field. (Received by the TPZ on October 7, 2024 and set for public hearing on November 4, 2024, then moved to December 2, 2024.)

[2865 Albany Ave Application Materials](#) *This link contains the following:*

- Application Form
- As-Built Survey Map
- Staff Comments
- Original Approved Plans
- Project Completion Certification
- Look-Back Narrative
- Staff Report

6. **1678 Asylum Avenue** – Application (SUP #1378-LB-24) of the University of St. Joseph, requesting TPZ review and look-back of compliance with the conditions of SUP #1378. Originally approved in May of 2022 for the installation of a synthetic turf softball field. (Received by the TPZ on October 7, 2024 and set for public hearing on November 4, 2024, then moved to December 2, 2024.)

[1678 Asylum Ave Application Materials](#) *This link contains the following:*

- Application Form
- Project Completion Certifications

- As-Built Survey Map
- Original Approved Plans
- Staff Comments
- Look-Back Narrative
- Staff Report
- Photos of Completed Project
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7. **160 Mohegan Drive** – Application (SUP #1383-LB-24) of The Children’s Museum Inc., on behalf of The Emanuel Synagogue, (R.O.). Originally approved in August of 2022 to temporarily house the Children’s Museum. (Received by the TPZ on October 7, 2024 and set for public hearing on November 4, 2024, then moved to December 2, 2024.)

[160 Mohegan Drive Application Materials](#) *This link contains the following:*

- Application Form
- Look-Back Narrative
- Staff Report
- Staff Comments
- Letter of Support

8. **134 Norwood Road** – Application (SUP #1426-R1-24) of the Hartford Golf Club, requesting approval to renovate one existing fire pit area, add an additional fire pit adjacent to the existing one and add approximately 1,200 square feet of new patio area. (Received by the TPZ on October 7, 2024 and set for public hearing on November 4, 2024, then moved to December 2, 2024.)

[134 Norwood Road Application Materials](#) *This link contains the following:*

- Application Form
- Project Narrative
- Proposed Plans
- Staff Report
- Staff Comments
- Stormwater Report

TOWN COUNCIL REFERRAL:

9. **1800 Asylum Avenue** – Application filed on behalf of WeHa Development Group, LLC owner of 1800 Asylum Avenue, for change of zone of approximately 33.5 acres of the site from a R-10 single-family zone to a BS shopping center zone with Special Development District Designation (SDD) overlay for the redevelopment of the site into a new mixed-use development of commercial and residential uses along with associated parking and site amenities. (Presented for a recommendation to the Town Council)

[1800 Asylum Avenue Application Materials](#) *This link contains the following:*

- Application Narrative Letter
- Application Enclosures (a-r)
- Civil Plan Set
- Culvert Easement Exhibit
- DRAC Referral Letter
- Sewer Adequacy Letter
- Architectural Plan Set
- Stormwater Report
- Parking Analysis
- Traffic Study
- Staff Comments

10. Resolution Authorizing the Town Manager to Accept the Donation of 1700 Asylum Avenue.
(Presented for a recommendation to the Town Council)
- [Resolution Accepting Donation of 1700 Asylum Avenue](#)
 - [Deed – 1700 Asylum Land Donation](#)

TOWN PLANNER’S REPORT:

11. None

INFORMATION ITEMS:

12. None

REMINDER OF FUTURE TPZ REGULAR AND SPECIAL MEETINGS:

- TPZ Regular Meeting, January 6, 2025 @ 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.