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TOWN OF EAST HARTFORD  
PLANNING AND ZONING COMMISSION

DEVELOPMENT  
DEPARTMENT

740 Main Street, East Hartford, CT 06108

easthartfordct.gov

**SPECIAL MEETING AGENDA**  
East Hartford Planning and Zoning Commission

HYBRID-TELECONFERENCE MEETING

TUESDAY FEBRUARY 28, 2023 - 6:00 P.M.

COMMUNITY CULTURAL CENTER AUDITORIUM

50 CHAPMAN PLACE

EAST HARTFORD, CONNECTICUT

*REMOTE MEETING DETAILS ARE INCLUDED ON THE LAST PAGE OF THE AGENDA*

1. **CALL TO ORDER**
2. **TOWN PLANNER ANNOUCEMENT:** Introduction of East Hartford Town Planner, Carlene Shaw.

**SPECIAL MEETING**

3. **NEW BUSINESS**
  - A. **DRAFT AFFORDABLE HOUSING PLAN PRESENTATION AND PUBLIC COMMENT PERIOD:** The Town of East Hartford has completed a Draft Affordable Housing Plan which is available on the Town Website. John Guskowski of Tyche Planning and Policy Group will be presenting the Draft Affordable Housing Plan. Public comment and feedback will be welcomed following the presentation.

Document Link: [Draft Affordable Housing Plan](#)

4. **MISCELLANEOUS**
  - A. **SUMMARY OF APPLICATIONS FOR MARCH PLANNING AND ZONING COMMISSION REGULAR MEETING.**
5. **ADJOURNMENT**

## HOW TO ACCESS APPLICATION DOCUMENTS

1. Click the Link below the listed application for which you want to obtain documents.

A. **SITE PLAN APPLICATION:** 1-3 Oakland Avenue - Under Section 702 and Section 225; Site Plan Application for construction of nine (9) Commercial Wireless Telecommunication service antennas and associated equipment on existing commercial building.  
Applicant: John Morrison  
Assessor's Map/Lot: 26/203

Link

[1-3 Oakland Avenue Application Documents](#)

2. A webpage for the application will open within the Town of East Hartford Permitting system public portal.

The screenshot displays the Town of East Hartford Permitting system public portal. At the top, it shows the town logo and name, along with user account information for 'Steve'. The main content area is titled 'Planning & Zoning Commission Application' and features the application ID 'PZC-23-3'. Below this, there are sections for 'Applicant' (John Morrison) and 'Location' (1-3 OAKLAND AVE, EAST HARTFORD, CT 06108). A map on the right shows the location on Oakland Ave. A table below lists application details: Created (Jan 17, 2023), Status (Active), and Expires (--). The 'Details' tab is selected, showing 'PLANNING & ZONING COMMISSION APPLICATION' and instructions: 'Please select one. If you are submitting multiple applications, you will need to complete a separate submission for each application type.' The application type is 'Site Plan Application'. A question is posed: 'Will this project have a cumulative site disturbance area in excess of 0.50AC or 21780 Sq Ft? \*'. A 'Documents' section on the right indicates 'No documents have been issued...'

3. All submitted project information will display under the 'Details' Tab.

<p><b>Details</b></p>	<p>Files (6)</p>	
<p><b>PLANNING &amp; ZONING COMMISSION APPLICATION</b></p>	<p>Please select one.</p> <p>If you are submitting multiple applications, you will need to complete a <b>separate submission</b> for each application type.</p> <p>Application Type * </p> <p>Site Plan Application</p> <p>Will this project have a cumulative site disturbance area in excess of 0.50AC or 21780 Sq Ft? *</p> <p>No</p>	
<p><b>SITE AND PROJECT INFORMATION</b></p>	<p>ZONE *</p> <p>B-3</p> <p>PARCEL SIZE (ACRES OR SQ. FT.): *</p> <p>31.87</p>	<p>ASSESSORS MAP AND LOT:</p> <p>26/203</p> <p>PROJECT DESCRIPTION (ATTACH ADDITIONAL SHEETS IF NEEDED): * </p> <p>Install 9 new antennas and emergency generator on new conc slab.</p>

4. All submitted files including site plans and architectural plans can be found by clicking on the 'Files' tab. Click the individual files labeled in blue on right hand side of the window.

Details **Files (6)**

Files

	Project Description or Narrative	<a href="#">CTHA264A_EFR_Base Station2.pdf</a> Uploaded on Jan 17, 2023 at 12:08 pm - 2 versions
	Site Plan <b>Required</b>	<a href="#">CTHA264A_A and E_FCD_NSD_R1_202...</a> Uploaded on Jan 17, 2023 at 11:47 am
	Architectural Plans or Building Elevations	<a href="#">CTHA264A_A and E_FCD_NSD_R2_20...</a> Uploaded on Feb 1, 2023 at 10:42 am - 2 versions
	Traffic Study	No file uploaded
	Drainage Report	No file uploaded
	Public Hearing Sign Affidavit	No file uploaded

5. A new window will open. Click 'Download' to download the file or click the 'Latest Version' to open the document in a separate web browser page.

Created  
Jan 17, 2023

Details **Files (6)**

Files

Project Description or Narrative

CTHA264A\_EFR\_Base Station2.pdf  
Uploaded Jan 17, 2023 by John Morrison

PDF

**Download**

Version	Date
<a href="#">Version 2</a> <b>Latest</b>	Jan 17, 2023 at 12:08 pm
<a href="#">Version 1</a>	Jan 17, 2023 at 11:56 am

## **HOW TO JOIN THE MEETING REMOTELY**

### **Option 1. Join by Computer - Microsoft Teams Meeting:**

Select the “Click here to join the meeting” link below. You will be prompted to either continue within your web browser or open the meeting on the Microsoft Teams application (if installed).

## Microsoft Teams meeting

**Join on your computer, mobile app or room device**

[Click here to join the meeting](#)

Meeting ID: 289 251 788 571

Passcode: UFdUcN

[Download Teams](#) | [Join on the web](#)

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### **Option 2. Join by Phone**

You can phone in using the call-in number and Conference ID below:

**Or call in (audio only)**

[+1 929-235-8441,,330187439#](#) United States, New York City

Phone Conference ID: 330 187 439#

[Find a local number](#) | [Reset PIN](#)

[Learn More](#) | [Meeting options](#)

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