

**WORKSHOP MINUTES  
PLANNING AND ZONING COMMISSION  
FEBRUARY 2, 2022**

A Workshop of the **EAST HARTFORD PLANNING AND ZONING COMMISSION** was held in Town Council Chambers at Town Hall, 740 Main Street, East Hartford CT on February 2, 2022.

**CALL TO ORDER**

The meeting was called to order at 6:03 p.m.

**ROLL CALL**

**Present:**

John Ryan, Chair  
Henry Pawlowski, Vice Chair (via Teams)  
Carol Noel, Secretary  
Valentine Povinelli  
Stephen Roczynski  
Sidney Soderholm  
Melissa-Sue John, Alternate (via Teams)  
Wesaneit Tsegai, Alternate (via Teams)

**Absent:**

**Also Present**

Jeff Cormier, Town Planner  
Glenn Chalder, Planimetrics

The Chair declared a quorum with 7 voting members, including M. John, Alternate.

**COMPREHENSIVE ZONING REVISION: REVIEW OF SECTION 10. ADMINISTRATION  
AND SECTION 11. GLOSSARY/DEFINITIONS**

J. Cormier introduced G. Chalder, the Town's planning consultant, who has prepared the draft of the revised zoning regulations. The first introductory workshop occurred in November, 2021, at which point the Commission decided to review Sections 10 and 11 first.

G. Chalder presented Section 10 of the revision, which addresses administration of the regulations. This section contains the regulatory framework from Connecticut State Statutes. The Commission directed J. Cormier and G. Chalder to review the following provisions:

- Zoning district boundaries extending into adjacent property.
- Constructing buildings in the required setback.
- Definitions and usage of the words site and property.

G. Chalder presented Section 11 of the revision, which includes the glossary. The Commission directed J. Cormier and G. Chalder to review the following provisions:

- Definition of contiguous versus abuts for access related terms.
- Definition of building versus structure.
- Definition of assisted living facility.
- State statute for the definition of brew pubs and sealed containers.

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- Parking of commercial vehicles in a residential district and what constitutes a commercial vehicle.
- Day care related terms including any terminology related to correctional facilities.
- Definition of family and housekeeping facility.
- Habitable versus livable floor area (heated and un-heated).
- Definition of building height.
- House of worship owned, maintained, and/or used terminology.
- Definition of junkyard.
- Definition of livestock.
- Lodging related terms.
- Lot related terms and adding graphics for each.
- Mobile home related terms.
- Percentages related to accessory use in a residential zone.

J. Cormier explained that he will work with G. Chalder to address the comments and have two more sections of the revisions to review at a future workshop.

Meeting adjourned at 8:04 p.m.