

Town of East Hartford  
Planning and Zoning Commission  
June 28<sup>th</sup>, 2023 Meeting Minutes

On June 28<sup>th</sup>, 2023, the East Hartford Planning and Zoning Commission held a hybrid meeting at 7:00 PM at the East Hartford Cultural Community Center, 50 Chapman Place.

Chair Ryan began the meeting at 7:02 PM.

**1. CALL TO ORDER**

**Commissioners Present:** Chair Ryan, Vice Chair Pawlowski, Commissioner Soderholm, Commissioner Roczynski (remotely), and Commissioner Povinelli

**Others in attendance:** Town Planner Carlene Shaw, Consulting Planner Steve Hnatuk (remotely)

**PUBLIC HEARING**

**1. PUBLIC HEARING APPLICATIONS**

- A. SPECIAL PERMIT APPLICATION:** 1120 Silver Lane – Under Section 2.3;  
Application for Special Permit for the construction of a 15’ by 30’ accessory storage building for the existing church.  
Applicant: Lister Regis  
Assessor’s Map/Lot: 57/2

Chair Ryan informed the Commission that the applicant has requested to withdraw their application and to postpone the special permit proposal for a later date.

Vice Chair Pawlowski made a motion to postpone the review of the application indefinitely. Commissioner Soderholm seconded the motion. All in favor.

- B. ZONING TEXT AMENDMENT:** Under Section 9.5; Application for a Regulation Amendment to revise Section 3.2.A. Business Zones Permitted Uses and Section 6.4 Retail Related Use Provisions to permit Cannabis Retailers and Hybrid Retailers in the B-1 and B-2 Business Zones by Special Permit and revise Retail Related Use Provisions pertaining Cannabis Retailers and Hybrid Retailers.  
Applicant: East Hartford Planning and Zoning Commission

Ms. Shaw gave a brief summary of the small changes to the zoning text amendment since the previous meeting on June 14<sup>th</sup>. The changes include adding the word “dispensary” to the text whenever “cannabis retailers” and “hybrid retailers” are listed, as well as adjusting the permitted hours of operation from Monday through Saturday from 8:00 AM to 10:00 PM to 8:00 AM to 9:00 PM. No changes were proposed for hours of operations on Sundays. The proposed change to the hours of operations were suggested from the East Hartford Police Department. The Police Department also suggested adding a requirement for a lighting plan to be submitted with Special Permit applications for Cannabis Retailers, Hybrid Retailers, and Dispensaries.

## **REGULAR MEETING**

### **2. NEW BUSINESS**

- A. SPECIAL PERMIT APPLICATION:** 1120 Silver Lane – Under Section 2.3; Application for Special Permit for the construction of a 15’ by 30’ accessory storage building for the existing church.  
Applicant: Lister Regis  
Assessor’s Map/Lot: 57/2

Vice Chair Pawlowski made a motion to pull the application from the agenda without prejudice. Commissioner Soderholm seconded. All the favor.

- B. ZONING TEXT AMENDMENT:** Under Section 9.5; Application for a Regulation Amendment to revise Section 3.2.A. Business Zones Permitted Uses and Section 6.4 Retail Related Use Provisions to permit Cannabis Retailers and Hybrid Retailers in the B-1 and B-2 Business Zones by Special Permit and revise Retail Related Use Provisions pertaining Cannabis Retailers and Hybrid Retailers.  
Applicant: East Hartford Planning and Zoning Commission

Vice Chair Pawlowski stated that the regulation of only allowing two six-month extensions to obtain a State license for cannabis retailers may result in penalizing potential applicants for backlog in the State licensing process. He stated that it not be due to the applicant’s actions. Commissioner Soderholm suggested that the regulations should include an additional clause that would allow for some flexibility in the timeline of obtaining a State license. Ms. Shaw and the Commissioners worked through the wording of the additional clause:

*Proposed Section 2.C.2.B.: “The Planning and Zoning Commission may allow for additional extensions to the licensing requirement when a good faith effort in obtaining a State license can be shown.”*

Commissioner Soderholm brought up the idea of having the 2,500 buffer requirement between cannabis retailers, hybrid retailers, and dispensaries also include establishments in neighboring municipalities. Ms. Shaw and Mr. Hnatuk stated that they cannot regulate what occurs outside of the jurisdiction of East Hartford, and the 2,500 buffer requirement within the Town will limit the number of cannabis retail establishments to only a handful of locations.

Commissioner Soderholm suggested a few grammatical edits to the text amendment.

Vice Chair Pawlowski made a motion to approve the regulation text amendment with the added clause read off by Staff and with the edits suggested. Commissioner Soderholm seconded. All in favor.

### **3. MISCELLANEOUS**

**A. 2024 PLAN OF CONSERVATION AND DEVELOPMENT UPDATE:** The contract with BFJ Planning has officially been signed. Preliminary meetings with Town Staff will begin in the month of July.

Ms. Shaw stated that during the next few weeks BFJ Planning will be having a meeting with the Mayor to discuss Town goals. BFJ would also like to meet with the Chair and Vice Chair, as well as other stakeholders.

Chair Ryan suggested they meet with stakeholders from Raytheon, Pratt and Whitney, Goodwin University, among others.

Ms. Shaw stated that she will be reaching out soon for available dates for meetings.

Commissioner Soderholm suggested that a main goal should be walkable and connected neighborhoods with improved pedestrian infrastructure. He also suggested the idea of including “Corner Store Zoning” in residential areas.

### **4. APPROVAL OF MINUTES**

**A. Planning and Zoning Commissioner Meeting Minutes – June 14<sup>th</sup>, 2023**

Commissioner Soderholm made a motion to approve the minutes. Commissioner Pavinelli seconded. All in favor.

Vice Chair Pawlowski mentioned that there are very bright flood lights located at 200 Main Street that are distracting to pedestrians and automobile and that they are a safety hazard. Ms. Shaw said she will bring this to the attention of Zoning Enforcement.

Vice Chair Pawlowski also mentioned that the construction on Brewer Street seems to be dragging on and that the detours are causing delays and adding congesting in nearby side streets. He would like an update on the construction timeline. Ms. Shaw stated that she will look over the minutes from the meeting where the construction was discussed and confirm with the Town Engineering Department of the status of the construction.

Vice Chair Pawlowski made a motion to adjourn the meeting. Commissioner Soderholm seconded. All in favor.

Respectfully Submitted,

Carlene Shaw

Town Planner

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Approved: John Ryan, Chair

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Date