

**East Hartford Planning & Zoning Commission
Hybrid-Teleconference Meeting
September 13, 2023**

A Regular Meeting of the **EAST HARTFORD PLANNING AND ZONING COMMISSION** and was held via Microsoft “Teams” at Community Cultural Center 50 Chapman PL Auditorium, East Hartford CT September 13, 2023.

1. CALL TO ORDER

Chair Ryan called the meeting to order at 7:01 PM.
Chair declared a quorum

Present:

John Ryan, Chair
Henry Pawlowski, Vice Chair
Carol Noel, Secretary
Peter Marra
Valentine Povinelli
Stephen Roczynski
Sidney Soderholm
Wesaneit Tsegai, Alternate- via teams

Also Present

Steve Hnatuk, Deputy Director of Planning Development

PUBLIC HEARING

The legal notice read into minutes by Carol Noel Commissioner

LEGAL NOTICE

The following legal notice was published in the Journal Inquirer on August 30th and September 2nd, 2023

The Town of East Hartford Planning and Zoning Commission will hold a hybrid teleconference public hearing at the East Hartford Community Cultural Center Auditorium located at 50 Chapman Place East Hartford and on a Microsoft Teams virtual meeting on Wednesday, September 13th, 2023 at 7:00 P.M. for the following applications:

TEXT AMENDMENT APPLICATION: 475 East Hartford Boulevard North – Under Section 5.2, 5.3 and 9.5; Application for Master Plan Text Amendment to the existing DDD-1 Master Plan approved for retail, logistics centers, and technology office buildings to permit an increase in allowed signage.

Applicant: David Hemming
Assessor’s Map/Lot: 33/5

Copies of documents relating to the above item are located in the Development Office and on the Town website. All interested persons may appear and be heard or call in using the teleconference phone number provided on the meeting agenda which will be posted on the Town website and filed in the office of the Town Clerk.

2. PUBLIC HEARING APPLICATIONS

- A. TEXT AMENDMENT APPLICATION:** 475 East Hartford Boulevard North – Under Section 5.2, 5.3 and 9.5; Application for Master Plan Text Amendment to the existing DDD-1 Master Plan approved for retail, logistics centers, and technology office buildings to permit an increase in allowed signage.
Applicant: David Hemming
Assessor's Map/Lot: 33/5

Deputy Director, Steve Hnatuk introduced the application. The applicant is looking to add more signage to the existing Cabela's building. In order to do this a text amendment is required. John Morrison, CT Sign Service along with applicant David Hemming for Bass Pro Shop explained changing over all Cabela signs to Bass Pro. The rebranding is overall less sq. ft. than the Cabela's signage.

Steve Hnatuk read the proposed text amendment.

Proposed Text Amendment Language for Section 5.3.A.7: Signs for the DDD-1 Zoning District

- a. Identification signs do not need to be on the lot in which the primary building is located.
- b. Unified signage is allowed within the limits of the Master Plan.
- c. For 475 East Hartford Boulevard North, Map/Lot 33/5, façade signage shall comply to the following standards:

- i. Front/Primary Elevation: 1,030 square feet maximum
- ii. Side Elevations: 205 square feet maximum, per side
- iii. Rear Elevation: 150 square feet maximum

- d. For 475 East Hartford Boulevard North, Map/Lot 33/5, freestanding signage shall include a double sided single sign with a sign face area of 190 square feet maximum.

Comm. Soderholm – what is the logic to only make this change; a spot zone? Why isn't this open to other establishments in DDD-1 zones?

Steve Hnatuk states this a unique characteristic parcel.

Chair Ryan inquires as to whether North East Development to be a part of this?

Steve Hnatuk states working on direction signage.

Chair - any questions from the audience. Hearing none.

Anyone wish to speak for this application? Anyone wish to speak for this application? Anyone wish to speak for this application?

Hearing none.

Anyone wish to speak against this application? Anyone wish to speak against this application?

Anyone wish to speak against this application?

Hearing none.

Chair asks for a motion to go into Regular Session.

Comm. Noel makes a motion to go into Regular Session. Motion seconded by Comm. Pawlowski. All in favor. Motion approved.

Chair does roll call. Declares a quorum with 7 voting members.

REGULAR MEETING

3. NEW BUSINESS:

B. TEXT AMMENDMENT APPLICATION: 475 East Hartford Boulevard North – Under Section 5.2, 5.3 and 9.5; Application for Master Plan Text Amendment to the existing DDD-1 Master Plan approved for retail, logistics centers, and technology office buildings to permit an increase in allowed signage.

Applicant: David Hemming

Assessor's Map/Lot: 33/5

Application Documents: 475 East Hartford Boulevard North

Chair asks commissions if there any questions.

Comm. Pawlowski asks if other retailers will be able to have this.

Steve Hnatuk responds that this is only for Parcel 1 amendment.

Motion made by Comm. Noel to approve this TEXT AMMENDMENT APPLICATION: 475 East Hartford Boulevard North – Under Section 5.2, 5.3 and 9.5; Application for Master Plan Text Amendment to the existing DDD-1 Master Plan approved for retail, logistics centers, and technology office buildings to permit an increase in allowed signage.

Applicant: David Hemming

Assessor's Map/Lot: 33/5

Motion seconded by Comm. Pawlowski. All in favor, 7-0. Motion approved.

A. SITE PLAN APPLICATION: 86-90 Burnside Avenue – Under Section 9.3; Application for a Site Plan for the installation of a quick service restaurant within the existing commercial building at 90 Burnside Avenue and the construction of a parking lot.

Applicant: Peter Patel

Assessor's Map/Lot: 25/4

Application Documents: 86-90 Burnside Avenue

Peter Patel spoke on this application. There will not be a drive thru, this is a Pizza Italian Restaurant. Small walk-in, quick service restaurant.

Steve Hnatuk explains this is a mixed use site, business and residences. No changes to the building, will be adding a parking lot.

Comm. Soderholm asks how many parking spaces, what is there now and what are the changes.

Mr. Patel explains that the lot will be paved with a drainage system.

Comm. Roczynski – will the parking the residents be adequate? Will there still be adequate parking for staff and tenants with only 10 spaces?

Steve Hnatuk states there will be sufficient space with the restaurant being a take out.

Comm. Mara states this is a vast improvement, cleaning up this site.

Comm. Pawlowski asks about the business way in back, 92 Burnside.

Steve Hnatuk states the parking lot will not be an issue for the business.

Comm. Soderholm has a question on the motion, will a dumpster be required?

Steve Hnatuk – yes needs to be included in the final plans.

Comm. Soderholm motion to approve : 86-90 Burnside Avenue – Under Section 9.3; Application for a Site Plan for the installation of a quick service restaurant within the existing commercial building at 90 Burnside Avenue and the construction of a parking lot.

Applicant: Peter Patel

Assessor's Map/Lot: 25/4

Conditions of Approval:

1. In evaluating this application, the Planning and Zoning Commission has relied upon information provided by the applicant and, if such information subsequently proves to be false, deceptive, incomplete, and/or inaccurate, this permit shall be modified, suspended, or revoked.
2. The Final Plans shall be revised to:
 - a. Include revised drainage calculations to satisfy Town Engineering requirements outlined in the Manual of Technical Design.
 - b. Include a location of a dumpster with a dumpster pad and screening in the form of a fence or landscaping.
 - c. To incorporate the final Certificate of Approval.

Approved Plans:

1. Narrative submitted by Peter Patel, dated August 7th, 2023
2. "Revised Parking Plan & Details" completed by Trinkaus Engineering, LLC., dated August 26th, 2023
3. "Floor Plan of Equipment" completed by Restaurant Equipment Paradise, submitted August 7th, 2023.

Motion seconded by Comm. Pawlowski. All in favor, 7-0. Motion approved.

B. SITE PLAN APPLICATION: 1030 Tolland Street – Under Section 9.3; Application for a Site Plan for the reconstruction of an existing minor truck terminal facility at 1030 Tolland Street.

Applicant: Michael Morello

Assessor's Map/Lot: 60/50

Application Documents: 1030 Tolland Street

David Holmes, Capital Studio Architects along with colleague Michael Morello and owner Billy Mitchel, presented site plan for 1030 Tolland Street.

Comm. Mara asks if trucks will be on site. David Holmes states no, only trailers. This is basically a reconstruction of the building, no changes.

Comm. Pawlowski motion to approve 1030 Tolland Street – Under Section 9.3; Application for Site Plan for the reconstruction of an existing minor truck terminal facility at 1030 Tolland Street.
Applicant: Michael Morello
Assessor's Map/Lot: 60-50

Conditions:

1. The Final Plans shall be revised to incorporate the following and are subject to the approval of the Town Planner:
 - a. Existing conditions A-2 grade survey.
 - b. A landscape plan in accordance with Zoning Regulations Section 7.3.
 - c. A lighting plan or lighting specifications in accordance with Zoning Regulations Section 7.11.
 - d. Incorporate the final Certificate of Approval.

Prior to the Issuance of an Administrative Zoning Permit, the applicant shall complete the following:

2. The applicant shall file a single paper copy and PDF copy of the Final Approved plans with the Town Planner incorporating all necessary revisions. Plans shall be signed and stamped (ink & impression) by the Professional Engineer, Land Surveyor or Architect licensed in the State of Connecticut who is responsible for the work shall.

Prior to the issuance of a Final Certificate Zoning Compliance:

3. The applicant shall file a final A-2 grade as built survey depicting all structures, parking lots, pins and drainage with spot elevations with the Zoning Enforcement Officer. Performance bonding may be allowed by the Town for outstanding site improvements should a Certificate of Zoning Compliance be requested prior to site completion.

Approved Plans:

1. "Building Reconstruction Plot Plan for 1030 Tolland Street", prepared by PMPCA, LLC, dated 9/1/23 as amended by this approval.
2. "Proposed Site Plan for New Building at 1030 Tolland Street", prepared by Capital Studio Architects, LLC, dated 8/25/23 as amended by this approval.
3. "Proposed Floor Plan for New Building at 1030 Tolland Street", prepared by Capital Studio Architects, dated 8/25/23.

Motion seconded by Comm. Noel. All in favor, 7-0 Motion approved.

Chair- any discussion?

Comm. Noel comments happy this is being done.

4. MISCELLANEOUS

A. DISCUSSION OF PLAN OF CONSERVATION AND DEVELOPMENT (POCD) WITH TOWN'S PLANNING CONSULTANT, BFJ PLANNING

- i. Introduction of Consultant Team
- ii. Project Overview
- iii. Discussion of the Planning and Zoning Commission's recent initiatives, priorities, and issues of concern that should be addressed in the POCD

Steve Hnatuk introduces Susan Favate with BFJ Planning.

Ms. Favate introduces the names of who are on the consultant team. Reviews the timeline. Has had meetings with several staff, boards and commissions. Others need to be scheduled.

Community engagement:

- 3 in person workshops
- Online survey
- Web presence
- Public hearings

Comm. Soderholm – hear the words development and housing – is it out of our scope regarding housing? Do you have staff that specializes in housing?

Ms. Favate states yes you are required to look at housing. We do have specialized staff for housing.

Comm. Soderholm is concerned that you are only meeting with the Housing Director and not the staff to hear their ideas.

Ms. Favate states it is a scheduling issue, they will plan on meeting with the staff as well to get their full input.

Comm. Roczynski last POCD had a section dedicated to housing. Is POCD strategy in line with our goals?

Comm. Pawlowski states so far looks/seems okay.

Chair Ryan comments of community engagement part will be very important. However our meetings historically are not well attended. If it's not in their backyard it doesn't concern them. Unless directly affects them. Feels social media is the key.

Comm. Pawlowski questions the legal binding us to the POCD.

Steve Hnatuk put together a Web page with explanation of POCD and that it is a mandated plan.

Comm. Soderholm – who is tracking feedback, will we get periodic updates?

Ms. Favate – yes they will be producing summaries.

Chair asks if there are any more miscellaneous items.

Comm. Pawlowski states that the business on corner of Main and Sutton lights are very blinding.

Asking if this can be looked at, as is concerning.

Steve Hnatuk discusses CRCOG training for the commissioners. On the P&Z website he has posted a link to the classes. Commissioners must complete 4 hours by 12/31/23 and one has to be on affordable housing.

5. APPROVAL OF MINUTES

A. Planning and Zoning Commission Meeting Minutes-August 9, 2023

Motion by Comm. Pawlowski to approve minutes of August 9, 2023. Motion seconded by Comm. Noel.

Discussion – Comm. Roczynski has 3 corrections -he was absent, Comm. Pawlowski present in person and Alternate Comm. Tsegai was present. All in favor. 7-0 Motion approved.

ADJOURNMENT

Chair Ryan entertains a motion to adjourn.

Motion by Comm. Noel to adjourn meeting, seconded by Comm. Pawlowski. All in favor.
Meeting adjourned at 8:37 PM.

Next meeting is October 11, 2023 at 7:00 pm

Location Community Cultural Center Auditorium

Respectfully submitted,

Sana Hart, Clerk