

**REGULAR SESSION MEETING MINUTES  
PLANNING AND ZONING COMMISSION  
APRIL 12, 2017**

A Regular Meeting of the **EAST HARTFORD PLANNING AND ZONING COMMISSION** was held in the Town Council Chambers, 2<sup>nd</sup> Floor, Town Hall, 740 Main Street, East Hartford, Connecticut on April 12, 2017.

**CALL TO ORDER**

The meeting was called to order at 8:20PM.

**ROLL CALL**

**Present:**

Peter Bonzani, Chair  
John Ryan, Secretary  
Valentine Povinelli  
Carol Noel  
Henry Pawlowski, Alternate

**Absent**

Travis Simpson  
Paul J. Roczynski

**Also Present:**

Jeffrey Cormier, Town Planner

Chair Bonzani declared a quorum and that the Commission would be voting with 5 members, including Alternate Henry Pawlowski.

**APPROVAL OF MINUTES**

- Special Meeting Minutes – March 8, 2017

Upon a motion by Hank Pawlowski, seconded by John Ryan, the Commission **Voted (5-0)** to **approve** the Special Meeting minutes for the March 8, 2017 meeting.

**ZONING MAP CHANGE:** 1284 Main Street – Under Section 713; proposed zoning map change from the Business 5 (B-5) district to the Business 3 (B-3) district to allow a new tenant, “Star Gas”, which will include an office/showroom for heating equipment and twelve (12) residential oil delivery trucks.

Assessor’s Map-Lot: 14-306

Applicant: M. Cruickshank Co. LLC

Upon a motion by John Ryan, seconded by Carol Noel, the Commission **Voted (5-0)** to **deny** the above zoning map change application.

**PRELIMINARY AND FINAL SUBDIVISION:** 66-68 and 72 Forbes Street – Creation of a two (2) lot subdivision by splitting one (1) parcel that is occupied by two (2) principal buildings.

Assessor's Map-Lot: 47-95

Applicant: Benjamin Aitkin

Upon a motion by John Ryan, seconded by Carol Noel, the Commission **Voted (5-0)** to **hear and act on** the above preliminary and final subdivision application concurrently.

Upon a motion by John Ryan, seconded by Carol Noel, the Commission **Voted (5-0)** to **approve** the waivers from the subdivision regulations as follows:

1. Section 4.6D Existing Site Conditions
  - (2) Existing topographic contours extending 200 feet beyond the subdivision boundary. No new development or earthwork activities are proposed with this subdivision application.
  - (3) Other rights-of-way and easements within 200 feet of the subdivision boundaries. No rights-of-way or easements exist on the property and no additional development is proposed with this subdivision application.
  - (5) Other utility structures within 200 feet of the subdivision boundaries. The utilities servicing the existing structures are shown. No additional development or utility construction is proposed with this subdivision application.
  - (6) Marshes, ponds, streams or similar conditions. No additional development or earthwork activities are proposed with this subdivision application.
  - (7) Seepage or Boring Data. No additional development or earthwork activities are proposed with this subdivision application.
2. Section 4.6E Proposed Site Conditions
  - (3) Proposed topographic contours. No additional development or earthwork activities are proposed with this subdivision application.
  - (5) Proposed storm water drainage system plan. No additional development, earthwork or storm drainage system construction activities are proposed with this subdivision application.
3. Section 5.0 A Submission of the Final Layout
  - (6) Letter from the Board of Education acknowledging the number of residential lots proposed. No additional residential lots area proposed with this subdivision application.
4. Section 5.4 H Final Layout Requirements General Information Required
  - (5) Proposed topographic contours of the area to be subdivided extending 100 feet beyond the subdivision boundary. No additional residential lots or earthwork activities are proposed with this subdivision application.
5. Section 5.4 K Final Layout Requirements Conservation Plan
  - (1-10) Erosion and Sedimentation Control Information. No earthwork activities or soil disturbance is proposed with this subdivision application.
6. Section 5.5F Final Layout Drainage System Requirements
  - (1-6) Drainage System Information. No additional development or drainage system construction is proposed with this subdivision application.

7. Section 8.7 Street Trees

(8.7A) Two shade and/or flowering trees shall be planted on the street frontage of all new lots. No new lots are proposed with this subdivision application.

Upon a motion by Carol Noel, seconded by John Ryan, the Commission **Voted (5-0)** to **approve** the above preliminary and final subdivision application with the following conditions and waivers:

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. Final plans are to be signed and stamped (ink & impression) by the Professional Engineer, Land Surveyor, or Architect, as appropriate to the plan sheet.
3. Section 4.6D Existing Site Conditions
  - (2) Existing topographic contours extending 200 feet beyond the subdivision boundary. No new development or earthwork activities are proposed with this subdivision application.
  - (3) Other rights-of-way and easements within 200 feet of the subdivision boundaries. No rights-of-way or easements exist on the property and no additional development is proposed with this subdivision application.
  - (5) Other utility structures within 200 feet of the subdivision boundaries. The utilities servicing the existing structures are shown. No additional development or utility construction is proposed with this subdivision application.
  - (6) Marshes, ponds, streams or similar conditions. No additional development or earthwork activities are proposed with this subdivision application.
  - (7) Seepage or Boring Data. No additional development or earthwork activities are proposed with this subdivision application.
4. Section 4.6E Proposed Site Conditions
  - (3) Proposed topographic contours. No additional development or earthwork activities are proposed with this subdivision application.
  - (5) Proposed storm water drainage system plan. No additional development, earthwork or storm drainage system construction activities are proposed with this subdivision application.
5. Section 5.0 A Submission of the Final Layout
  - (6) Letter from the Board of Education acknowledging the number of residential lots proposed. No additional residential lots area proposed with this subdivision application.
6. Section 5.4 H Final Layout Requirements General Information Required
  - (5) Proposed topographic contours of the area to be subdivided extending 100 feet beyond the subdivision boundary. No additional residential lots or earthwork activities are proposed with this subdivision application.
7. Section 5.4 K Final Layout Requirements Conservation Plan
  - (1-10) Erosion and Sedimentation Control Information. No earthwork activities or soil disturbance is proposed with this subdivision application.
8. Section 5.5F Final Layout Drainage System Requirements
  - (1-6) Drainage System Information. No additional development or drainage system construction is proposed with this subdivision application.
9. Section 8.7 Street Trees

(8.7A) Two shade and/or flowering trees shall be planted on the street frontage of all new lots. No new lots are proposed with this subdivision application.

**TEXT AMENDMENT:** Under Section 712; proposed addition of regulations for Temporary Off-Site Construction Staging Areas.

Applicant: East Hartford Planning and Zoning Commission

Upon a motion by Carol Noel, seconded by John Ryan, the Commission **Voted (5-0)** to **approve** the above text amendment for temporary off-site construction staging areas with an effective date 15 days after notice of decision publication.

**SITE PLAN MODIFICATION:** 929 Burnside Avenue – Under Section 702; repaving and minor alterations to an existing parking lot for “October Hills Condominiums”.

Assessor’s Map-Lot: 59-396

Applicant: Gary Arel – October Hills Condominium Corporation

Upon a motion by John Ryan, seconded by Hank Pawlowski, the Commission **Voted (5-0)** to **approve** the above site plan modification application with the following conditions:

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. Final plans are to be signed and stamped (ink & impression) by the Professional Engineer, Land Surveyor, or Architect, as appropriate to the plan sheet.

**SOIL EROSION AND SEDIMENTATION CONTROL APPLICATION:** 929 Burnside Avenue – Under Section 217; disturbance of approximately 48,000 sq. ft. of land for repaving and minor alterations to an existing parking lot for “October Hills Condominiums”.

Assessor’s Map-Lot: 59-396

Applicant: Gary Arel – October Hills Condominium Corporation

Upon a motion by Carol Noel, seconded by John Ryan, the Commission **Voted (5-0)** to **approve** the above soil erosion and sedimentation control application with the following conditions:

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. Final plans are to be signed and stamped (ink & impression) by the Professional Engineer, Land Surveyor, or Architect, as appropriate to the plan sheet.
3. Applicant to provide a financial guarantee in the amount of \$11,100.00.

#### **BOND RELEASES/REDUCTIONS/SETTING**

- **BOND SETTING:** 929 Burnside Avenue – Soil erosion and sedimentation control bond for parking lot improvements.

Upon a motion by Carol Noel, seconded by John Ryan, the Commission **Voted (5-0)** to **set** the soil erosion & sedimentation control bond in the amount of \$11,100.00 for parking lot improvements at 929 Burnside Avenue.

## **MISCELLANEOUS**

- **C.G.S. 8-24 REFERRAL:** 100 Woodlawn Circle – Sale of the 2.3 acre parcel to the YMCA for parking associated with the Larson Center located across the street.

Upon a motion by John Ryan, seconded by Carol Noel, the Commission **Voted (5-0)** to **recommend** the sale of a 2.3 acre parcel – known as 100 Woodlawn Circle – to the YMCA for parking associated with the Larson Center located across the street.

- **C.G.S. 8-24 REFERRAL:** Goodwin multi-use trail – Easements to Goodwin College for the multi-use trail along the riverfront from the High St/Hockanum Cemetery area south to Glastonbury.

Upon a motion by John Ryan, seconded by Hank Pawlowski, the Commission **Voted (5-0)** to **recommend** the granting of an easement to Goodwin College for the multi-use trail along the riverfront from the High Street/Hockanum Cemetery area south to Glastonbury.

- **SITE PLAN EXTENSION REQUEST:** 148-168 Burnside Avenue – 2 year extension request for construction of a commercial building.

Upon a motion by Carol Noel, seconded by Hank Pawlowski, the Commission **Voted (5-0)** to **approve** a 2-year extension for the above site plan for the construction of a commercial building.

- **SITE PLAN EXTENSION REQUEST:** 75 Burnside Avenue – 5 year extension request for construction of an automobile filling station and convenience store.

Upon a motion by Carol Noel, seconded by Hank Pawlowski, the Commission **Voted (5-0)** to **approve** a 5-year extension on the above site plan for the construction of an automobile filling station and convenience store.

- **BREW PUB REGULATION DISCUSSION**

Jeff Cormier, Town Planner, distributed a summary of brew pub regulations from South Windsor, Manchester, Windham and Newington. He asked the Commission to review it and get back to him if any questions or comments.

- **DRAFT DESIGN DEVELOPMENT DISTRICT 3 REGULATIONS**

Town Planner Jeff Cormier reviewed with the Commissioners the draft of the design development district 3 regulations. Chair Bonzani suggested a workshop on May 10<sup>th</sup>, which is the next scheduled meeting.

Commissioner John Ryan asked to have the POCD and Zoning Regulations installed on their tablets.

## **ADJOURNMENT**

The meeting adjourned at 8:50 P.M.

Respectfully submitted,

Jeffrey Cormier, Town Planner