

**REGULAR SESSION MEETING MINUTES  
PLANNING AND ZONING COMMISSION  
MAY 10, 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 May 10, 2017.

**CALL TO ORDER**

The meeting was called to order at 7:05 PM.

**ROLL CALL**

**Present:**

Peter Bonzani, Chair  
John Ryan, Secretary  
Travis Simpson  
Valentine Povinelli  
Carol Noel  
Henry Pawlowski  
Susan Skowronek, Alternate  
Angela Parkinson, Alternate

**Absent**

Paul J. Roczynski

**Also Present:**

Jeffrey Cormier, Town Planner  
Denise Horan, Town Engineer

Chair Bonzani declared a quorum and that the Commission would be voting with 7 members, including Alternate Susan Skowronek.

**ELECTION OF VICE CHAIR**

Upon a motion by Carol Noel, seconded by Hank Pawlowski, the Commission **Voted (7-0)** to **elect** John Ryan as the Vice Chair of the Planning and Zoning Commission.

**AMENDMENT OF AGENDA**

Upon a motion by Hank Pawlowski, seconded by Carol Noel, the Commission **Voted (7-0)** to **add** to the agenda the Election of Secretary of the Planning and Zoning Commission.

**ELECTION OF SECRETARY**

Upon a motion by John Ryan, seconded by Hank Pawlowski, the Commission **Voted (7-0)** to **elect** Carol Noel as the Secretary of the Planning and Zoning Commission.

## APPROVAL OF MINUTES

- Regular Meeting Minutes – April 12, 2017

Upon a motion by Hank Pawlowski, seconded by John Ryan, the Commission **Voted (5-0-2)** to **approve** the Regular Meeting minutes for the April 12, 2017 meeting. *Abstain: Simpson, Skowronek.*

**SPECIAL USE PERMIT:** 639-655 Main Street – Under Section 402.2.s; demolition of the existing building and construction a new 2,660 sq. ft. building for a restaurant/automobile oriented use, “Dunkin Donuts”.

Assessor’s Map-Lot: 12-110, 12-111

Applicant: 639 Main Street, LLC

Upon a motion by Travis Simpson, seconded by John Ryan, the Commission **Voted (7-0)** to **postpone** the above special use permit application.

**SPECIAL USE PERMIT:** 639-655 Main Street – Under Section 402.2.f; to allow a drive-through facility use associated with the construction of a new 2,660 sq. ft. building for “Dunkin Donuts”.

Assessor’s Map-Lot: 12-110, 12-111

Applicant: 639 Main Street, LLC

Upon a motion by Travis Simpson, seconded by John Ryan, the Commission **Voted (7-0)** to **postpone** the above special use permit application.

**SITE PLAN APPLICATION:** 639-655 Main Street – Under Section 702; demolition of the existing building and construction of a new 2,660 sq. ft. building for a restaurant/automobile oriented use and drive through for “Dunkin Donuts”.

Assessor’s Map-Lot: 12-110, 12-111

Applicant: 639 Main Street, LLC

Upon a motion by Travis Simpson, seconded by John Ryan, the Commission **Voted (7-0)** to **postpone** the above site plan application.

**SITE PLAN MODIFICATION:** 725 East Hartford Boulevard North (Rentschler Field) – Under Section 702; reduction to the total building area, building height, and parking spaces to construct phase one of the project totaling 320,736 sq. ft. building area and 1,335 parking spaces for the “Outlet Shoppes at Rentschler Field”.

Assessor’s Map-Lot: 20-45

Applicant: Hartford Outlet Shoppes LLC c/o Horizon Group Properties

Upon a motion by Travis Simpson, seconded by John Ryan, the Commission **Voted (6-1)** to **approve** the above site plan modification application (*Nay: Povinelli*) with the following conditions:

### **General Comments**

1. Final plans are to 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.

2. 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.
3. A complete separate set of plans for the full buildout condition must be submitted for final approval.

### **Site Drainage Infrastructure Calculations**

1. The submitted plan sheets (SW-1, SW-2) have been revised to show a swale with a bottom width of 10 feet; however the grading on the swale still shows no slope on the first 1,400 l.f. of the swale. The channel bottom elevation at the inlet is El. 32 and the elevation at the outlet is El. 31. The length of the swale is 1,800 +/- l.f. making the overall slope of the swale equal to 0.055%. The submitted calculations give the slope of the swale at 0.1%. Revise grading on swale to show a constant slope along the entire length of the swale and the calculation revised with the correct channel bottom slope.

Additionally, a section detail of the swale has been added on sheet SW-2 with references to seed types A, B and C to be planted at various depths on the swale. The specifications for these seed types are given on Sheet LS-6. Please include these specifications on this detail.

### **Review of Traffic Analysis**

1. The site layout has been revised to eliminate the ingress only driveway at the northeast corner of the site, the access roadway to Runway road has been relocated to a four way intersection at Runway Road and the external ring road within the site has been eliminated. A revised traffic impact study must be submitted to address these revised conditions.

### **Proposed Development**

1. It is noted that East Hartford Boulevard North will be extended approximately 2,500 feet to the east and south. This roadway is essential to the successful operation of the Shoppes and must be completed prior to the opening of the Outlet Center and issuance of the certificate of occupancy. Applicant to provide schedule for completion of East Hartford Boulevard North construction.
2. Applicant to provide final OSTA approval documentation.

### **Individual Plan Comments**

#### **Cover Sheet**

1. Sheet numbers CU-1 & CU-2 have been changed to BC-1 & BC-2. Please revise the drawing list.

#### **General Note Sheet**

1. Please revise Legend to include light pole symbols.

#### **Overall Site Plan**

1. The plan shows the outlines of future buildings L, M, N and O but does not show the outlines of future buildings D, G and expansion of building H. Show outlines of all future buildings.
2. The gross building area for Phase 1 on the Building Tabulation table is incorrect. The total area is shown as 425,220 s.f. and should be 320,736 s.f. Please revise table.

3. The Phase 1 gross building area for Bldg. H is shown as 15,553 on the plan and as 15,251 on the tabulation. Confirm correct area and revise.
4. The parking counts on the plan are unreadable. Please revise.
5. There are no parking counts for the temporary parking lots in the locations of future buildings D and G. Please add parking counts for these lots.
6. There is a note for proposed loading space at the northeast corner of the site that does not appear on the Sheet C enlargement plan. Please delete note.
7. Extraneous dimensions appear at the location of the ingress only driveway that was eliminated and at the prior location of the access road to Runway Road. Please delete dimensions.
8. The intersection of the access road at Runway Road is not shown. Please revise plan viewport.
9. Please revise plan to define phasing of project.
10. There appears to be light poles shown within the internal building areas. Please show all light poles within the parking lots.

#### **Site Plan A**

1. Please show locations of proposed light poles on the plan.
2. The curb line on the building side of the perimeter driveway is not shown. Please correct line work.
3. The access driveway to Runway Road should be labeled and the overall pavement width should be dimensioned.
4. There is a pedestrian lane proposed along the access road across the ring road near Bldg. C. A pedestrian crosswalk should be shown across the ring road for access to the pedestrian lane. Please revise.
5. Please add outlines of future buildings.

#### **Site Plan B**

1. The curb line on the building side of the perimeter driveway is not shown. Please correct line work.
2. Please show locations of proposed light poles on the plan.

#### **Site Plan C**

1. The curb line on the building side of the perimeter driveway is not shown. Please correct line work.
2. Please show locations of proposed light poles on the plan.
3. Please add signage for handicapped parking spaces at all locations.

#### **Site Plan D**

1. The curb line on the building side of the perimeter driveway is not shown.
2. The pedestrian access sidewalk into the site from East Hartford Boulevard North at the north side of the access driveway is shown in screened line work and not labeled implying that it is intended to be constructed at a future date when the full buildout plan is implemented. This sidewalk should be constructed as part of the Phase 1 plan. Please revise.

#### **Site Plan E**

1. A 6' wide pedestrian path is shown on the shoulder of the westbound side of the access road. Pedestrian paths should be shown on each side of the roadway to permit pedestrian travel against oncoming traffic and should be separated from the vehicular travel lanes with a barrier.

Alternatively, a sidewalk separated from the vehicular travel way with a grass planting strip may be used. Please revise.

2. A pedestrian crossing sign (W11-2) is shown in the sign legend but the location of the signage is not shown on the plan. Please clarify.
3. The pavement for the access road was shown to be heavy duty pavement on the previous conditionally approved plan but is now shown as light duty pavement. Please provide justification for the change in pavement design.
4. Please provide labels for all proposed work.

#### **Grading Plan A**

1. The note referencing grading in the future parking area states that the area is to be brought to approximate subbase then loamed and seeded. Please provide a section detail for the loaming and seeding complying with the Town requirement of 6" of topsoil.

#### **Grading Plan B**

1. The gravel access roads into Water Quality Pond #1 are not shown. Please revise plan to show a gravel access road with a max. slope of 12%.
2. The proposed grading for the future parking lot in the vicinity of catch basin CB-1 does not depict the required grading for the future parking lot. Please revise grading.
3. The gravel access roads into Water Quality Pond #2 are not shown. Please revise plan to show a gravel access road with a maximum slope of 12%.

#### **Drainage Plan A**

1. There is no information on the plan to define the size of the infiltration systems. Please show additional information defining dimensions, number of infiltration units, invert elevations, etc.

#### **Drainage Plan B**

1. There is no information on the plan to define the size of the infiltration systems. Please show additional information defining dimensions, number of infiltration units, invert elevations, etc.
2. The gravel access roads into the Water Quality Ponds are labeled but not shown. Please show locations of roads.
3. A note is shown for the existing 60" culvert to be removed but the location of the culvert is not shown. Please show existing culvert.

#### **Drainage Plan C**

1. There is no information on the plan to define the size of the infiltration systems. Please show additional information defining dimensions, number of infiltration units, invert elevations, etc.
2. Please clarify the meaning of "Alt. 20" on the note pointing to the 5'x7' precast concrete box culvert.

#### **Drainage Plan D**

1. The note for the "culvert under drive by roadway contractor" references to wrong sheet numbers. Please revise.

#### **Drainage Plan E**

1. The 12" HDPE culvert and the twin 24" HDPE culverts both have inadequate cover under the roadway. The minimum required cover for HDPE pipe is 3 feet. Please revise grade and/or pipe material to provide cover required by Town standards.

### **Drainage Schedules**

1. Please add schedules for infiltration systems.

### **Utility Plan A**

1. Building E does not have a sanitary sewer lateral, gas service or electrical/communications services. Indicate or add a narrative as to how the building is serviced on the plans.
2. Please provide documentation that the Fire Marshal has reviewed and approved hydrant locations.

### **Utility Plan B**

1. Building F does not have a sanitary sewer lateral, gas service or electrical/communications services. Indicate or add a narrative as to how the building is serviced on the plans.
2. Building G does not have gas service or electrical/communication services. Indicate or add a narrative to the plans as to how the building will be served.
3. A note for the future grease interceptor for Bldg. G is shown but the structure is not. Please clarify if this is to be installed during Phase 1.

### **Utility Plan C**

1. The sanitary sewer layout for the project has been completely revised from the original conditionally approved plans. The original layout showed a sanitary sewer encircling the site within the inner ring road with a break between Bldgs. A and D. The sewer within the inner ring road flowed to a sewer that exited the site along Water Quality Pond #1 to the south and was stubbed for a connection to a future sewer in New Road south of the site. The new layout shows a sanitary sewer along the north of the buildings starting at Bldg. C and flowing east and a second sewer along the south of the buildings starting at future Bldg. G and flowing east. Both lines are shown discharging to an existing 10" PVC sewer flowing south along the west side of East Hartford Boulevard North. This existing sewer is shown to flow to an existing pump station that discharges to an existing manhole at the intersection of New Road and East Hartford Boulevard North. This existing 10" sewer, pump station and receiving sanitary sewer is not shown on the existing conditions survey. Please revise the survey to include these items.
2. The existing sanitary manhole down gradient of SMH K is labeled as having a 10" entering and a 15" exiting however the line downstream of the manhole is labeled as a 10" flowing to the existing pump station. Please clarify. Please label the proposed sewer line exiting SMH K.
3. The existing sanitary manhole down gradient of SMH A6 is labeled as having a 10" entering and a 15" exiting. Please clarify.
4. The proposed gas, telephone and electric utilities are shown connecting to existing utility mains running parallel to East Hartford Boulevard North along the west side. These utility lines are not shown on the existing conditions survey. Please revise the survey to include these items.

### **Erosion and Sediment Control Plans**

1. Please add signature block to all plans as required under Zoning Regulations Sect 217.7.
2. A detail is shown on Sheet 31 for Temporary Sediment Traps. Please indicate the locations of these structures on the plan.
3. It appears that the permanent Water Quality Basins are intended to serve as temporary sediment basins. The plan does not indicate how the runoff will be directed to these basins. Please indicate on

the plan and in the construction sequence narrative where and when storm drainage piping and/or diversion swales will be installed to direct runoff flow to the basins.

4. The proposed silt fence does not extend around the proposed parking lot grading referenced in comment for Grading Plan B

#### **Erosion and Sediment Control Notes and Details**

1. Please revise the construction sequence to be specific to this project.
2. The five details apparently taken from the CT Guidelines for Soil Erosion and Sediment Control are illegible. Please revise them to be readable.

#### **Construction Details:**

##### **Sheet 32**

1. The “Typical Pavement Section – Light Duty” does not comply with the standard Town of East Hartford required pavement section. Please revise.

##### **Sheet 36**

1. The “Permeable Pavement” and “Hardscape Trench Drain” details are illegible. Please revise them to be readable

##### **Sheet 37**

1. The “Stormtank Module” details are illegible. Please revise them to be readable.

##### **LS-1**

1. Perimeter parking NW section at permeable pavers requires planting per 209.1d. The parking row in question is approximately 535 feet in length requiring approximately (12) – 3-inch caliper trees planted at 50 foot intervals per the regulation. Please add required trees.

#### **Photometric Plans**

1. The detail for the light pole bases should be included in the site plan set. Please include details.

**SITE PLAN MODIFICATION:** 801 Silver Lane – Under Section 702; construction of an 826 sq. ft. loading dock addition at the rear of the building for “Aldi”.

Assessor’s Map-Lot: 45-121

Applicant: Aldi Inc.

Upon a motion by John Ryan, seconded by Travis Simpson, the Commission **Voted (7-0)** 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.

**SITE PLAN MODIFICATION:** 164 School Street – Under Section 702; construction of a 5,346 sq. ft. office building addition with associated walkway and underground detention structure, and construction of a 41 space parking lot and entrance drive off of Prestige Park Road for “United Steel”.

Assessor’s Map-Lot: 37-245

Applicant: Corneau Limited Partnership.

Upon a motion by Carol Noel, seconded by Hank Pawlowski, the Commission **Voted (7-0)** 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 APPLICATION:** 164 School Street – Under Section 217; disturbance of approximately 49,000 sq. ft. of land for construction of an office building addition and a 41 space parking lot off of Prestige Park Road for “United Steel”.

Assessor’s Map-Lot: 37-245

Applicant: Corneau Limited Partnership

Upon a motion by Susan Skowronek, seconded by Hank Pawlowski, the Commission **Voted (7-0)** 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 \$11,700.00.

**MINOR FLOOD HAZARD:** 24 Woodlawn Circle (Labor Field) – Under Section 601; repaving the existing basketball courts and regrading a section of turf area adjacent to the courts at “Labor Field”.

Assessor’s Map-Lot: 59-383

Applicant: Town of East Hartford

Upon a motion by Susan Skowronek, seconded by John Ryan, the Commission **Voted (7-0)** to **approve** the above minor flood hazard application.

**SITE PLAN MODIFICATION:** 4-16 Main Street – Construction of a 1,450 sq. ft. addition to the north side of an existing retail building for the new tenant “Auto Zone” to occupy the former “Sleepy’s” space.

Assessor’s Map-Lot: 29-51

Applicant: Glastonbury/East Hartford Associates LLC

Upon a motion by Travis Simpson, seconded by John Ryan, the Commission **Voted (7-0)** to **postpone** the above site plan modification application.



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

- **BOND SETTING:** 164 School Street – Soil erosion and sedimentation control bond for construction of an office building addition and a 41 space parking lot off of Prestige Park Road for “United Steel”.

Upon a motion by Susan Skowronek, seconded by Hank Pawlowski, the Commission **Voted (7-0)** to **set** the soil erosion & sedimentation control bond in the amount of \$11,700.00 for construction of a 41 space parking lot off Prestige Park Road.

## **MISCELLANEOUS**

Town Planner Jeff Cormier informed the Commission that (1) he has been working with the town’s Finance Department to determine if several surety bonds that are being held on old construction projects should be released; (2) the town has contacted the Asplundh Corporation to inquire on the purpose of several of their trucks at 755 Silver Lane; and (3) he will check when the Silver Lane Advisory Committee is meeting again.

## **ADJOURNMENT**

The meeting adjourned at 8:07P.M.

Respectfully submitted,

Jeffrey Cormier, Town Planner