

**REGULAR SESSION MEETING MINUTES
PLANNING AND ZONING COMMISSION
DECEMBER 10, 2014**

A Regular Session Meeting of the **EAST HARTFORD PLANNING AND ZONING COMMISSION** was held in Town Council Chambers, 740 Main Street, East Hartford, Connecticut on December 10, 2014.

CALL TO ORDER

The meeting was called to order at 8:34PM.

ROLL CALL

Present:

Peter Bonzani, Chair
Mary Whaples, Vice Chair
Valentine Povinelli
Travis Simpson
Thomas Fitzgerald
Crystal Hernandez (Alternate)

Absent

Kathleen Salemi, Secretary
Paul J. Roczynski
John Ryan (Alternate)
Amy Sawyer (Alternate)

Also Present:

Michael Dayton, Town Planner
Denise Horan, Town Engineer

Chair Bonzani declared a quorum and the Commission would be voting with 6 members.

APPROVAL OF MINUTES

- Design Review Minutes – November 12, 2014

Upon a motion by Mary Whaples, seconded by Thomas Fitzgerald, the Commission **Voted (5-0)** to **approve** the Design Review minutes of November 12, 2014. *[Commissioner Hernandez did not vote due to her absence at the meeting]*

- Regular Session Minutes – November 12, 2014

Upon a motion by Travis Simpson, seconded by Thomas Fitzgerald, the Commission **Voted (5-0)** *[Commissioner Hernandez did not vote due to her absence at the meeting]* to **approve** the Regular Session minutes of November 12, 2014, with the following correction:

SPECIAL PERMIT USE APPLICATION – Under Section 222.3 to allow a catering hall serving alcoholic liquors on land located at 30 Olde Roberts Street.

Assessors Map #47 Lot# 104

Applicant: Difano, LLC

Upon a motion by Travis Simpson, seconded by Thomas Fitzgerald, the Commission Voted **(6-0)** to **approve** the above special permit use application. ~~, with the following conditions:~~

SPECIAL PERMIT USE APPLICATION – Under Section 402.2(s) and 402.2(f) to allow a restaurant/automobile oriented use and drive-through facilities on land located at 1083 Burnside Avenue.

Assessors Map #59 Lot# 206

Applicant: 1083 Burnside Ave Donuts LLC

Upon a motion by Mary Whaples, seconded by Crystal Hernandez, the Commission Voted **(6-0)** to **approve** the above special permit use 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 and impression) by the Professional Engineer and/or Land Surveyor licensed in the state of Connecticut who is responsible for the work.
3. Separate sets of final plans will be required for each application; label accordingly.
4. Provide information on the plans to demonstrate compliance with Section 402.2(s).3
5. Provide information on the plans to demonstrate compliance with Section 228.2.h.
6. Pavement signage and marking plans should be consistent with the recommendations of the traffic engineer; add lines and labels to the plans accordingly.

MAJOR FLOOD HAZARD DEVELOPMENT PERMIT APPLICATION- Under section 601 to allow construction of bituminous concrete access driveway, parking lot, utilities, and grading for the creation of compensatory flood storage associated with the construction of a 2,273 sq. ft.

restaurant/automobile oriented use with drive-through facilities on land located at 1083 Burnside Avenue.

Assessors Map # 59 Lot# 206

Applicant: 1083 Burnside Ave Donuts LLC

Upon a motion by Travis Simpson, seconded by Thomas Fitzgerald, the Commission Voted **(6-0)** to **approve** the above major flood hazard development permit 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 and impression) by the Professional Engineer and/or Land Surveyor licensed in the state of Connecticut who is responsible for the work.
3. Separate sets of final plans will be required for each application; label accordingly.
4. Provide certification on the plans as per Section 601.6.12.

SITE PLAN APPLICATION – 1083 Burnside Avenue, construction of a 2,273 sq. ft. automobile oriented restaurant building, parking lot, landscaping and associated storm-water drainage system. Applicant: 1083 Burnside Avenue Donuts LLC

Upon a motion by Mary Whaples, seconded by Crystal Hernandez, the Commission Voted **(6-0)** to **approve** the above site plan application, with the following conditions:

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. Separate set of final plans will be required for each application; label accordingly. Include approval letters.
4. Provide all necessary construction details.
5. Site layout sheet – label flood hazard zone.
6. Check spot grades to the north & east of the proposed building.
7. Provide the erosion & sedimentation control signature block on each sheet associated with the E&S set.
8. E&S narrative – identify the responsible person and contact information – during construction and post-construction.
9. Topsoiling notes – note 6” of topsoil, not 4”
10. Construction notes – refer to Conn DOT Form 816
11. Add a note on the utility plan sheet – work in the Walnut Street ROW will require a permit from the Town.
12. Label limits of clearing
13. Show truck-turning movements for refuse service vehicle (SU 30).
14. Label HC space as van accessible; show sign
15. Correct the address on the architectural elevation sheet.
16. Label setbacks.
17. Verify ZEO approval for the parking calculations.
18. Sanitary lateral – adjust line weight (existing vs. proposed) on the utility plan.
19. Show limits of pavement repair in Walnut Street (utility plan)
20. Update the suggested schedule on sheet 17
21. Provide information required by Section 217.3.d(1) - project narrative
22. Construction entrance detail – change length to 50’ minimum as per the Town’s Manual of Technical Design.
23. A note on sheet 9 calls for a sediment barrier backed by staked hay bales; the details on sheet 17 does not illustrate this; reconcile this discrepancy.
24. Sheet 17: add a note to comply with Section 217.3.d.6 and 217.3.d.7 (responsible person during and after construction).
25. Provide certification on the plans as per Section 601.6.12
26. Provide information to demonstrate compliance with Section 402.2(s).3
27. Provide information on the plans to demonstrate compliance with Section 228.2.h.
28. Pavement signage and marking plans should be consistent with the recommendations of the traffic engineer; add lines and labels to the plans accordingly.

SOIL EROSION AND SEDIMENTATION CONTROL APPLICATION – for the construction of bituminous concrete access driveway, parking lot, utilities and grading for the creation of compensatory

flood storage associated with the construction of a 2,273 sq. ft. restaurant automobile oriented use with drive-through facilities on land located at 1083 Burnside Avenue.

Assessor's Map #59, Lot # 206

Applicant: 1083 Burnside Ave Donuts LLC

Upon a motion by Thomas Fitzgerald, seconded by Travis Simpson, the Commission Voted **(6-0)** to **approve** the above soil erosion and sedimentation control application, with the following conditions:

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. Separate sets of final plans will be required for each application; label accordingly.
4. Update the suggested schedule on sheet 17
5. Provide information required by Section 217.3.d(1) - project narrative
6. Construction entrance detail – change length to 50' minimum as per the Town's Manual of Technical Design.
7. A note on sheet 9 calls for a sediment barrier backed by staked hay bales; the details on sheet 17 does not illustrate this; reconcile this discrepancy.
8. Sheet 17: add a note to comply with Section 217.3.d.6 and 217.3.d.7 (responsible person during and after construction).
9. An erosion and sedimentation control bond to be set in the amount of \$8,000.00.

SITE PLAN APPLICATION – 61 Hamilton Road Building #8 aka Hockanum Park Community Building, installation of a new standby diesel emergency electrical generator, concrete pad and associated electrical conduits.

Applicant: David Holmes, Principal, Capitol Studio Architects LLC

Upon a motion by Thomas Fitzgerald, seconded by Mary Whaples, the Commission Voted **(6-0)** to **approve** the above site plan application, with the following conditions:

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. Graphically depict the MDC water easement in the parking lot.
4. Provide details for trench restoration in the paved area. Refer to the Manual of Technical Design.

8-24 REFERRALS

- **East Hartford Town Hall Proposed Traffic Signal Easement**

Upon a motion by Travis Simpson, seconded by Thomas Fitzgerald, the Commission voted **(6-0)** to approve the 8-24 referral for the proposed easement to the state of Connecticut DOT for the traffic signal at the East Hartford Town Hall.

REVIEW/RECOMMENDATION FOR TOWN PLANNING AND ZONING

- **Commission's budget for FY2015-2016**

It was the consensus of the Commission to approve the Planning and Zoning Commission budget for fiscal year 2015-2016.

MISCELLANEOUS

- **Bond Release – 115-127 Park Avenue**

Upon a motion by Travis Simpson, seconded by Val Povinelli, the Commission voted **(6-0)** to release the site modification bond in the amount of \$24,500 for site improvements at 115-127 Park Avenue.

- **Letter from Robert DeCrescenzo, Esq. re: Goodwin College, 133-167-195 Riverside Drive/Determination of Minor Modification; Establishment of a pre-kindergarten program**

It was the consensus of the Commission for Goodwin College to require a revision to the Master plan and special permit use.

ADJOURNMENT

The meeting adjourned at 9:03P.M.

Respectfully submitted,

Michael J. Dayton, Town Planner