

**SPECIAL SESSION MEETING MINUTES
PLANNING AND ZONING COMMISSION
JANUARY 11, 2017**

A Special Meeting of the **EAST HARTFORD PLANNING AND ZONING COMMISSION** was held in Town Council Chambers, 740 Main Street, East Hartford, Connecticut on January 11, 2017.

CALL TO ORDER

The meeting was called to order at 6:05PM.

ROLL CALL

Present:

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

Absent

Paul J. Roczynski
Travis Simpson

Also Present:

Jeffrey Cormier, Town Planner

Chair Bonzani declared a quorum and that the Commission would be voting with 6 members, including Alternate Hank Pawlowski.

APPROVAL OF MINUTES

- Regular Session Meeting Minutes – November 9, 2016

Upon a motion by Carol Noel, seconded by John Ryan, the Commission **Voted (6-0)** to **approve** the Regular Meeting minutes for the November 9, 2016 meeting.

SITE PLAN APPLICATION: 40-50 Main Street – under Section 702; building façade improvements to the retail shopping center, new site lighting, and removal of three existing ground signs and installation on one new ground sign for “Porter Brook on Main”.

Assessor’s Map-Lot: 29-44, 29-45

Applicant: Chatham Properties LLC

Upon a motion by John Ryan, seconded by Mary Whaples, the Commission **Voted (6-0)** to **approve** the above site plan 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. Show property lines on Photometric plan. Demonstrate that there is less than 0.5 foot-candles outside of the subject property.
4. Provide north arrow on location map.
5. Show Wetlands and Upland Review limits on plan. Use current data.
6. The properties located at 40-50 Main Street are combined prior to the application for a building permit.

MISCELLANEOUS

- FY2017-2018 Planning and Zoning Commission Budget

Town Planner Cormier reviewed the proposed budget for the upcoming fiscal year with the Commissioners.

Upon a motion by Carol Noel, seconded by John Ryan, the Commission **Voted (6-0)** to **approve** the 2017-2018 Planning & Zoning Commission budget as presented.

- iPad Refresher

Town Planner Cormier provided the commissioners with a hard copy of a guide – consisting of screen shots – that highlight the workings of their iPads.

ADJOURNMENT

The meeting adjourned at 7:00P.M.

Respectfully submitted,

Jeffrey Cormier, Town Planner