

**DESIGN REVIEW MEETING MINUTES
PLANNING AND ZONING COMMISSION
MARCH 12, 2014**

A Design Review Meeting of the **EAST HARTFORD PLANNING AND ZONING COMMISSION** was held in Town Council Chambers, 740 Main Street, East Hartford, Connecticut on March 12, 2014.

CALL TO ORDER

The meeting was called to order at 7:01 P.M.

ROLL CALL

Present:

Peter Bonzani, Vice-Chairman
Kathleen Salemi, Secretary
Thomas Fitzgerald
Paul J. Roczynski
Travis Simpson
Valentine Povinelli
Mary Whaples (Alternate)
Crystal Hernandez (Alternate)

Absent:

Amy Sawyer (Alternate)

Also Present:

Michael Dayton, Town Planner
Denise Horan, Town Engineer

Vice Chair Peter Bonzani declared a quorum has been met and the Commission would be voting with 7 members, including Mary Whaples, as a voting member.

SITE PLAN MODIFICATION APPLICATION – 400 Main Street A.K.A Pratt & Whitney D-1 Parking Lot. Modification request to change alignment of access drive and expand parking lot, site lighting and storm-water drainage system to an existing industrial complex.
Applicant: James E. Wilkinson

Upon a motion by Thomas Fitzgerald , seconded by Mary Whaples, the Commission **Voted (7-0)** to **approve** the above site plan modification application, with the following condition:

1. Final plans and mylars are to be signed and sealed by the professional engineer or land surveyor licensed in the State of Connecticut that is responsible for the work.
2. General note – graphical scales are required for all sheets that indicate a scale by text. Please provide (several civil, structural and electrical sheets are missing graphic scale).

3. 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.
4. Please provide private road names and note as “(PRIVATE)” on the plans for reference if proposed roadways are extensions of existing or new on-site roadways.
5. Please include Remediation Areas drawing into the Modifications to Site Plan drawing set.
6. Please clarify the excavation and fill activities in the Remediation Areas. Please indicated approximate depths of excavations in all locations and indicate fill material (bank run gravel?) to be placed and compacted and noted as up to the bottom of the paving sub base.
7. On sheet C 3.1 and C 3.2 provide additional dimensions for the layout and location of all site improvements.
8. Sheet C 0.0 – Bold and enlarge road name text. Please put general notes and legend on this page since it is near the first sheets in the set. Overlapping and offset lines on this view seem to indicate 2 different scales for the line weights. Please correct.
9. Sheet EC 1.0 – please darken Runway Road lines.
10. Sheet C 1.0 – Graphical scale does not match scale called out by text, please match. Additionally, please provide legend on this Sheet indicating shading definitions (move from Sheet C 1.4 to here or place legend on C 0.0).
11. Sheet C 1.0, C 1.2 and C 1.4 – Due to the numerous underground utilities on this Sheet, please separate Utilities “Site Preparation” (i.e. demo/abandonment) and surface Materials Layout “Site Preparation” on their own separate sheets for clarity. The overlapping markings make the drawings difficult to read.
12. Sheet C 1.2 – Please mark manholes as either sanitary sewer (SMH) or storm drain (SD) or something similar.
13. Sheet C 3.0, C 3.1, and C 3.2 – Please turn off, remove, or as a minimum screen all markings of removed surface materials as well as underground utilities (pipes/conduits) from these views. Only items that can be seen on the surface (paving, landscaping, islands, manholes, light pole standards, etc.) should stand out on these sheets.
14. Sheet C 3.0, C 3.1, and C 3.2 – Drawings should indicate the work to be done for this set of drawings. Please indicate the roadways, parking, storm drains, etc. that have been constructed to date from prior drawing submittals for Parking Lot D-1. Additionally, please provide names for all road/driveways on site.
15. Sheet C 3.0, C 3.1, and C 3.2 – Please indicate location of stockpile area on these sheets (it is understood it is shown on the Soil Erosion Control Plans under a separate application).
16. Sheet C 3.0, C 3.1, and C 3.2 – Please indicate all radii, dimension, road stations, etc. for constructing the paving for roads, parking lots, parking spaces, guard rails, islands, curbs, etc. There are numerous callouts missing. Add notation “(TYP)” for dimensions that are typical.
17. Sheet C 3.0, C 3.1, and C 3.2 – Please add detail callouts (i.e., guard rails, curbs, lighting poles, etc.) to items for which details have been provided in the Drawings.
18. Sheet C 3.0, C 3.1, and C 3.2 – Please label all manhole covers, water boxes, pull boxes, lights, etc. within the parking area.
19. Sheet C 3.0, C 3.1, and C 3.2 – Please clarify by labeling or by varying line types/weights, etc. the edge of roads, pavement markings, edge of sidewalk, surface material (grass/concrete/bituminous), etc. on the south and southeast sides of the parking area.
20. Sheet C 3.3 – Sidewalks, please provide 12-inch process aggregate base (CONN DOT FORM 816 M.05.01) under 5-inch concrete sidewalks.
21. Sheet C 4.0, C 4.1, and C 4.2 – Please provide line legend on this sheet and screen (gray out) existing utilities so new utilities stand out.

22. Sheet C 4.0, C 4.1, and C 4.2 – Please provide profiles of storm drains. There are numerous crossings of the new storm drains with existing utilities and separations horizontally and vertically should meeting Connecticut Building Code standards (storm and drinking water should remain separated by 5-ft minimum in parallel and 18-inch vertically at crossings). Verify utility conflicts – can storm drain be installed as indicated?
23. Sheet C 4.0, C 4.1, and C 4.2 – Please verify trees will not be planted over underground utilities.
24. Sheet C 4.0, C 4.1, and C 4.2 – Due to the numerous underground utilities on this Sheet, please separate Utilities and Grading Plan on their own separate sheets for clarity. The overlapping markings make the drawings difficult to read.
25. Sheet C 4.1 – Pipes out of CB ST-16 (20-ft of 12-in diameter) and CB ST-24 (48-ft of 18-in diameter) have less than 3-ft of cover and should be indicated as RCP and not CPE.
26. Sheet C 4.1 – Provide detail for CB-ST-14 for sedimentation chamber.
27. Sheet C 4.2 – Please rename Drawing title to SITE UTILITY AND GRADING PLAN instead of EROSION & SEDIMENT CONTROL PLAN.
28. Sheet C 4.1 – There are conduits appearing to exit Building M. Verify conduits are new electrical conduits. Highlight and show limits of all new utilities.
29. Sheet C 5.1 – Change 6-inches of aggregate base to 12-inches in detail WALK SECTION W/O CURB requires 12-inches of aggregate base instead of 6-inches.
30. Sheet C 5.2 – Please insert “CONN” in front of the text “DOT” to indicate material is being specified per the Connecticut Department of Transportation’s typical specifications (as listed in CONN DOT FORM 816). Please specify section of FORM 816 for each material as noted.
31. Sheet C 5.2 – Please revise granite curb section to conform to the Town of East Hartford’s detail in the Town’s Manual of Technical Design.
32. Sheet C 5.7 – STANDARD ACCESSIBLE PARKING STALL dimensions do not match lines, please move. Please clarify where a “TEMPORARY” sign would be used for the TEMPORARY HANDICAP PARKING SIGN detail.
33. Sheet EL 1.1 – UNDERGROUND CONDUIT DETAIL, please indicate backfill to below surface restoration (sub-base of paving or topsoil).
34. Sheet EL 1.2 – Please define legend for lighting fixtures and provide lighting fixture schedule on drawings.

SOIL EROSION AND SEDIMENTATION CONTROL APPLICATION -400 Main Street A.K.A. Pratt & Whitney D-1 Parking Lot- Under section 217 to allow enlargement of a parking lot, and installation of additional site lighting and storm-water drainage to an existing industrial complex.

Assessor’s Map#20 Lot#45

Applicant: Pratt & Whitney, James Kodman

Upon a motion by Thomas Fitzgerald, seconded by Paul Roczynski, the Commission **Voted (7-0)** to **approve** the above soil erosion and sedimentation control application, with the following conditions:

1. Final plans and mylars are to be signed and sealed by the professional engineer or land surveyor licensed in the State of Connecticut that is responsible for the work.
2. On sheets C2.0, C2.1, & C2.2, please provide perimeter erosion controls like sediment filter fence, staked hay bales or similar means.
3. On sheet C2.0 and C2.1 add the location of the construction entrance anti-tracking sediment control pad closer to the existing gate and gravel area.
4. Please provide detail for construction entrance anti-tracking sediment control pad.

5. Please indicate on drawings the limits of currently constructed roads and parking lots. Some of the work indicated as new on these Drawings has already been constructed.
6. Please indicate native soil type on Drawings.
7. Sheets C 2.0, C 2.1, and C 2.2 – Please remove or screen features or utilities already removed from the parking and road areas (for instance concrete pads, fence, gravel areas, etc.) during the Site Preparation phase. Drawings are very busy and sedimentation and erosion controls and grading should stand out to properly locate and apply silt fencing, bags, check dams, etc.
8. Separate plans are required for each application (Site Plan Review and Soil/Erosion Control Plan.
9. Please provide notation block as noted and required in the Town of East Hartford's Zoning Regulations, Section 217.6., on ALL Sheets.

SITE LOCATION APPROVAL APPLICATION – 540 – 546 Connecticut Boulevard, under C.G.S Section 14-54 for an ownership change of a new automobile and truck sales license.

Assessor's Map #5 Lots# 156

Applicant: K & W Enterprises LLC DBA Kia of East Hartford

Upon a motion Kathleen Salemi, seconded by Thomas Fitzgerald, the Commission **Voted (7-0)** to **approve** the above site location approval application, with the following conditions:

1. Applicant shall be limited to the site plan entitled "Property/Boundary Survey-Site Location Approval Plan for New Car Dealer" prepared for K&W Enterprises, LLC dba Kia of East Hartford #540-546 Connecticut Boulevard, East Hartford, Connecticut dated January 9, 2004 revised to March 7, 2014, Scale as 1"=40', prepared by Meehan & Goodin Engineers – Surveyors, P.C. 387 Main Street, Manchester, Connecticut 06040, Signed by Robert E. Dahn, L.S. State of Connecticut Land Surveyor License Number 14651.
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. Approved plan shall not be modified for licensing purposes without written authorization from the East Hartford Town Planning and Zoning Commission.

SITE PLAN APPLICATION – 31 School Street A.K.A East Hartford Public Safety Complex, Installation of a dual 3,000 gallon above ground fuel storage tank and removal of existing underground storage tank.

Applicant: Town of East Hartford, Tim Bockus; Director of Public Works

Upon a motion Travis Simpson, seconded by Paul Roczynski, the Commission **Voted (7-0)** to **approve** the above site plan application, provided that the applicant install grooved concrete pads and an emergency spill prevention kit.

ADJOURNMENT

The meeting adjourned at 7:35 P.M.

Respectfully submitted,

Kathleen Salemi, Recording Secretary