

**SPECIAL MEETING MINUTES
PLANNING AND ZONING COMMISSION
MAY 15, 2019**

A Special Meeting of the **EAST HARTFORD PLANNING AND ZONING COMMISSION** was held in Town Council Chambers, 2nd Floor, Town Hall, 740 Main Street, East Hartford, CT on May 15, 2019.

CALL TO ORDER

The meeting was called to order at 7:58 p.m.

ROLL CALL

Present:

John Ryan, Chair
Henry Pawlowski, Vice Chair
Carol Noel, Secretary
Valentine Povinelli
Stephen Roczynski
Travis Simpson
Angela Parkinson

Absent

Susan Skowronek, Alternate

Also Present:

Jeffrey Cormier, Town Planner

2019 MAY 16 P 1:10
TOWN CLERK
EAST HARTFORD

Robert J. Paack

The Chair declared a quorum and the Commission would be voting with 7 members.

APPROVAL OF MINUTES

- Public Hearing Minutes – April 24, 2019

Upon a motion by Hank Pawlowski, seconded by Stephen Roczynski, the Commission **Voted (7-0)** to **approve** the Public Hearing minutes of April 24, 2019.

- Special Session – April 24, 2019

Upon a motion by Hank Pawlowski, seconded by Carol Noel, the Commission **Voted (7-0)** to **approve** the Special Session minutes of April 24, 2019.

ZONE CHANGE APPLICATION: 361, 365 Main Street and 9, 13-15, 21, 27-29, 33 Ensign Street – Under Section 603; zone change to Design Development District 3 and request for Master Plan approval to consolidate seven lots into one for the development of an approximately 23,000 sq. ft. mixed use building with 123 parking spaces containing a financial institution, restaurant, office, and retail uses, and request to modify the use, parking, and lot dimensional requirements pursuant to the Master Plan. Assessor's Map-Lot: 21-9, 10-40, 10-41, 10-42, 10-43, 10-44, 10-45
Applicant: Goodwin College Inc.

Upon a motion by Hank Pawlowski, seconded by Stephen Roczynski, the Commission **Voted (7-0)** to **approve** the above special permit 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. It appears that the existing infiltration system is at least 15 years old. Provide a report of its overall condition and an estimate of its functional capacity going forward. Note that detention basins including underground infiltrators have a 100 year storm design requirement. Include post development quantities.
4. Provide calculations and a narrative summary demonstrating that 100% of the site's Water Quality Value is being retained on site. The 100 year storm requirement applies to the new detention structure as well. Provide a schedule for inspection and maintenance of the detention and water quality structures.
5. Grading and the gravel base course of the parking lot shall not occur until after the Ensign Street drainage project is complete.
6. Provide an E&S plan showing proposed E&S controls. Plan to bear a note referring to E&S Notes on page GN-1.
7. This office will require a certification from the Engineer that the infiltration system has been installed in accordance with the approved plans prior to signing off on any Certificate of Occupancy.

SITE PLAN APPLICATION: 361, 365 Main Street and 9, 13-15, 21, 27-29, 33 Ensign Street – Under Section 702; consolidate seven lots into one for the development of an approximately 23,000 sq. ft. mixed use building with 123 parking spaces containing a financial institution, restaurant, office, and retail uses, and request to modify the use, parking, and lot dimensional requirements pursuant to the Master Plan. Assessor's Map-Lot: 21-9, 10-40, 10-41, 10-42, 10-43, 10-44, 10-45
Applicant: Goodwin College Inc.

Upon a motion by Hank Pawlowski, seconded by Travis Simpson, the Commission **Voted (7-0)** to **approve** the above special permit 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. It appears that the existing infiltration system is at least 15 years old. Provide a report of its overall condition and an estimate of its functional capacity going forward. Note that detention basins including underground infiltrators have a 100 year storm design requirement. Include post development quantities.
4. Provide calculations and a narrative summary demonstrating that 100% of the site's Water Quality Value is being retained on site. The 100 year storm requirement applies to the new detention structure as well. Provide a schedule for inspection and maintenance of the detention and water quality structures.
5. Grading and the gravel base course of the parking lot shall not occur until after the Ensign Street drainage project is complete.
6. Provide an E&S plan showing proposed E&S controls. Plan to bear a note referring to E&S Notes on page GN-1.
7. This office will require a certification from the Engineer that the infiltration system has been installed in accordance with the approved plans prior to signing off on any Certificate of Occupancy.

SOIL EROSION AND SEDIMENTATION APPLICATION: 361, 365 Main Street and 9, 13-15, 21, 27-29, 33 Ensign Street – Under Section 217; disturbance of approximately 122,000 sq. ft. of land for the development of a mixed use building with 123 parking spaces.

Assessor's Map-Lot: 21-9, 10-40, 10-41, 10-42, 10-43, 10-44, 10-45

Applicant: Goodwin College Inc.

Upon a motion by Hank Pawlowski, seconded by Stephen Roczynski, the Commission **Voted (7-0)** to **approve** the above special permit 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. Applicant to provide a financial guarantee in the amount of \$23,400.00.
4. It appears that the existing infiltration system is at least 15 years old. Provide a report of its overall condition and an estimate of its functional capacity going forward. Note that detention basins including underground infiltrators have a 100 year storm design requirement. Include post development quantities.
5. Provide calculations and a narrative summary demonstrating that 100% of the site's Water Quality Value is being retained on site. The 100 year storm requirement applies to the new detention structure as well. Provide a schedule for inspection and maintenance of the detention and water quality structures.
6. Grading and the gravel base course of the parking lot shall not occur until after the Ensign Street drainage project is complete.
7. Provide an E&S plan showing proposed E&S controls. Plan to bear a note referring to E&S Notes on page GN-1.

8. This office will require a certification from the Engineer that the infiltration system has been installed in accordance with the approved plans prior to signing off on any Certificate of Occupancy.

SPECIAL PERMIT: 11 Bragg Street – Under Section 402.2 and 209.2; change of use to a Tier II Place of Public Assembly (house of worship) for “The Apostolic Church” and request for offsite parking.

Assessor’s Map-Lot: 25-282

Applicant: The Apostolic Church Int.

Upon a motion by Hank Pawlowski, seconded by Carol Noel, the Commission **Voted (7-0)** to **approve** the above special permit 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. Provide Zoning Table demonstrating that there is adequate parking provided on site.
4. Submit a revised parking layout showing a relocated handicapped space and parking contained to the existing paved area.
5. In the event that the submitted parking agreement is not in full effect this special permit shall be null and void.
6. The occupancy is limited to that which is depicted in the plan. Any change, enlargement or extension of the use shall require submission of a new application.

SPECIAL PERMIT: 381 Connecticut Boulevard – Under Section 209.2; request for offsite parking for use as inventory parking that is integrated with the adjacent “Kia of East Hartford” site located at 99 Ash Street.

Assessor’s Map-Lot: 5-12/152

Applicant: Ash Street Holdings LLC

Upon a motion by Carol Noel, seconded by Travis Simpson, the Commission **Voted (7-0)** to **approve** the above special permit 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.

SITE PLAN MODIFICATION: 381 Connecticut Boulevard – Under Section 702; construction of an inventory parking lot that is integrated with the adjacent “Kia of East Hartford” site located at 99 Ash Street.

Assessor’s Map-Lot: 5-12/152

Applicant: Ash Street Holdings LLC

Upon a motion by Carol Noel, seconded by Travis Simpson, the Commission **Voted (7-0)** to **approve** the above special permit 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.

SOIL EROSION AND SEDIMENTATION CONTROL APPLICATION: 381 Connecticut Boulevard – Under Section 217; disturbance of approximately 34,000 sq. ft. of land for construction of an inventory parking lot associated with the adjacent “Kia of East Hartford” site located at 99 Ash Street.

Assessor’s Map-Lot: 5-12/152

Applicant: Ash Street Holdings LLC

Upon a motion by Carol Noel, seconded by Travis Simpson, the Commission **Voted (7-0)** to **approve** the above special permit 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. Applicant to provide a financial guarantee in the amount of \$7,800.00.

SITE PLAN MODIFICATION: 99 Ash Street – Under Section 702; site improvements including lighting, landscaping, relocation of interior landscaping islands, drainage, parking lot resurfacing and restriping for “Kia of East Hartford”.

Assessor’s Map-Lot: 5-13

Applicant: Ash Street Holdings LLC

Upon a motion by Travis Simpson, seconded by Stephen Roczynski, the Commission **Voted (7-0)** to **approve** the above special permit 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.

SPECIAL PERMIT: 297 Burnside Avenue – Under Sections 401.2 and 209.2; change of use to a Tier II Place of Public Assembly (house of worship) for “Iglesia Alcanzando La Vision de Cristo” and request for offsite parking.

Assessor’s Map-Lot: 25-159

Applicant: Oscar Ardon

Upon a motion by Carol Noel, seconded by Hank Pawlowski, the Commission **Voted (7-0) to approve** the above special permit 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. Add revision dates to plans.
4. In the event that the submitted parking agreement is not in full effect this special permit shall be null and void.
5. The occupancy is limited to that which is depicted in the plan. Any change, enlargement or extension of the use shall require submission of a new application.

SITE PLAN MODIFICATION: 297 Burnside Avenue – Under Section 702; construction of a new exterior stairway to the second floor and wood ramp at the rear of the building.

Assessor’s Map-Lot: 25-159

Applicant: Oscar Ardon

Upon a motion by Hank Pawlowski, seconded by Stephen Roczynski, the Commission **Voted (7-0) to approve** the above special permit 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. Add revision dates to plans.
4. In the event that the submitted parking agreement is not in full effect this special permit shall be null and void.
5. The occupancy is limited to that which is depicted in the plan. Any change, enlargement or extension of the use shall require submission of a new application.

SITE PLAN MODIFICATION: 15 Milbrook Drive – Under Section 702; renovation of former Blessed Sacrament Church into the senior center including a new building façade and terrace, parking lot repaving, lighting, and minor site improvements.

Assessor's Map-Lot: 19-248

Applicant: Town of East Hartford

Upon a motion by Carol Noel, seconded by Stephen Roczynski, the Commission **Voted (7-0) to approve** the above special permit 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. Drainage system to be approved by the Town Engineer.

SOIL EROSION AND SEDIMENTATION CONTROL APPLICATION: 15 Milbrook Drive – Under Section 217; disturbance of approximately 37,990 sq. ft. of land for a new terrace, parking lot repaving, and minor site improvements for the Senior Center.

Assessor's Map-Lot: 19-248

Applicant: Town of East Hartford

Upon a motion by Carol Noel, seconded by Hank Pawlowski, the Commission **Voted (7-0) to approve** the above special permit 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. Drainage system to be approved by the Town Engineer.

SOIL EROSION AND SEDIMENTATION CONTROL APPLICATION: 211 and 301 East River Drive and Levee Right-of-Way north of the Founders Bridge – Under Section 217; disturbance of approximately 65,000 sq. ft. of land for repairs to the flood control system toe drain.

Assessor's Map-Lot: 1-2, 1-3, Levee ROW

Applicant: Town of East Hartford

Upon a motion by Hank Pawlowski, seconded by Travis Simpson, the Commission **Voted (7-0) to approve** the above special permit 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.

MISCELLANEOUS

Town Planner Jeff Cormier indicated that he will amend the sign regulations for the Commission to consider.

ADJOURNMENT

The meeting adjourned at 9:05 p.m.

Respectfully submitted,

Jeffrey Cormier, Town Planner