

**DESIGN REVIEW MEETING MINUTES
PLANNING AND ZONING COMMISSION
SEPTEMBER 17, 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 September 17, 2014.

CALL TO ORDER

The meeting was called to order at 7:00 P.M.

ROLL CALL

Present:

Peter Bonzani, Chair
Mary Whaples, Vice Chair
Kathleen Salemi, Secretary
Valentine Povinelli
Travis Simpson
John Ryan (Alternate)

Absent:

Thomas Fitzgerald
Paul J. Roczynski
Crystal Hernandez (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, including John Ryan, Alternate.

SITE PLAN APPLICATION – 411 Burnham Street, Construction of a 25,250 square foot warehouse addition to an existing industrial building.
Applicant: Frank Borawski, P. E.

Upon a motion by Travis Simpson, 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 and impression) by the Professional Engineer and/or Land Surveyor 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 drawings will be required for each application.
4. Approval letters shall appear on the final plans.
5. Label soils classifications / boundaries on the sheet ES-1
6. Provide additional layout dimensions, building dimensions and spot grades.
7. Provide all necessary construction details. Refer to the manual of Technical Design. Note 4' sump at catch basins.
8. Sheet SP-2 and ES-1, regarding drainage structures, pipe size and slopes: reconcile drainage report vs. labels on the plans. Check inverts.
9. Provide information in the zoning table regarding the required interior landscaping, as required by Section 209 of the regulations.
10. Reconcile size of the proposed building addition and parking calculation.

SOIL EROSION AND SEDIMENTATION CONTROL APPLICATION – 411 Burnham Street, under section 217 to allow enlargement of a parking lot, construction of a 25,250 square foot warehouse, installation of additional site lighting and storm-water drainage to an existing industrial building.

Assessor's Map #50 and Lot #127

Applicant: NEFCO Holding, LLC

Upon a motion by Travis Simpson, seconded by Mary Whaples, 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 and impression) by the Professional Engineer and/or Land Surveyor 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 drawings will be required for each application.
4. Approval letters shall appear on the final plans.
5. Label soils classifications / boundaries on the sheet ES-1
6. Provide all necessary construction details. Refer to the Manual of Technical Design. Note 4' sump at catch basins.
7. Sheet SP-2 and ES-1, regarding drainage structures, pipe size and slopes: reconcile drainage report vs. labels on the plans. Check inverts.
8. Bond to be set in the amount of \$8,400.00.

SITE PLAN APPLICATION – 546 Burnside Avenue, installation of an emergency electrical generator to an existing office building.

Applicant: David Holmes, Capital studio Architects LLC for the East Hartford Housing Authority.

Upon a motion by Kathleen Salemi, seconded by John Ryan, 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 and impression) by the Professional Engineer and/or Land Surveyor 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 – 64/68 & 72/76 Cannon Road (aka Hutt Heights), under section 217 to allow reconstruction of parking lots and sidewalks.

Assessor's Map #58 and Lot #96

Applicant: Jay R. Victorick for the East Hartford Housing Authority

Upon a motion by Mary Whaples, seconded by John Ryan, 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 and impression) by the Professional Engineer and/or Land Surveyor 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. Revise bituminous concrete curbing to show 1" lip as per Town of East Hartford standard construction details.
4. Provide a vicinity map showing affected property boundaries and the surrounding area at least one-half (.5) miles in all directions of said property.
5. Provide starting and completion dates.
6. Add E&S signature block. Refer to section 217.6 of Town of East Hartford Zoning Regulations.

MINOR FLOOD HAZARD DEVELOPMENT PERMIT – 69 Dartmouth Drive, under section 601.4 to allow the reconstruction of a 10'X16' attached deck off a second floor residential structure.

Applicant: Jacob Alix (Alix Home Improvement)

Upon a motion by Kathleen Salemi, seconded by Mary Whaples, the Commission **Voted (6-0)** to **approve** the above minor flood hazard development permit application with the following conditions:

1. 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.
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. Engineer shall certify the design meets the criteria of Section 601.10 of the regulations
4. On the drawing indicate the location of the three new footings.
5. On page 2 of the application provide the number of square feet of land to be affected within the flood hazard zone, floodway, floodway fringe and the name of the associated watercourse.

ADJOURNMENT

The meeting adjourned at 7:15P.M.

Respectfully submitted,

Kathleen Salemi, Recording Secretary