

**SPECIAL MEETING MINUTES
PLANNING AND ZONING COMMISSION
APRIL 24, 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 April 24, 2019.

CALL TO ORDER

The meeting was called to order at 9:40 p.m.

ROLL CALL

Present:

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

2019 APR 25 A 11:13
TOWN CLERK
EAST HARTFORD

Robert J. Clark

Absent

Susan Skowronek, Alternate

Also Present:

Jeffrey Cormier, Town Planner

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

Upon a motion by Carol Noel, seconded by Stephen Roczynski, the Commission **Voted (7-0)** to move #7, entitled "Site Plan Modification: 411 Burnham Street" to #5, to accommodate those present.

APPROVAL OF MINUTES

- Public Hearing Minutes – March 13, 2019

Upon a motion by Hank Pawlowski, seconded by Travis Simpson, the Commission **Voted (7-0)** to **approve** the Public Hearing minutes of March 13, 2019.

- Regular Meeting – March 13, 2019

Upon a motion by Hank Pawlowski, seconded by Travis Simpson, the Commission **Voted (7-0)** to **approve** the Regular Session minutes of March 13, 2019.

SPECIAL PERMIT: 30 Olde Roberts Street – Under Section 303.2; change of use from a social hall to a house of worship including the conversion of two building entry ways into one entry and minor exterior improvements for “Living Word Outreach Ministries”.

Assessor’s Map-Lot: 47-104

Applicant: Samuel Sarpong, Pastor

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. The seating depicted in the proposed sanctuary room shall be anchored to the floor as fixed seats.
4. All parking shall be located and contained on the site and shall not occur on the street or off-site.
5. All tree stumps and debris shall be removed from the site.
6. Provide details showing how pavement is to be removed and placement of topsoil. Show erosion controls along work area.
7. ~~Provide accurate calculations for the areas of impervious surface created and abandoned. If~~ the amount of impervious surface created is greater than that which is abandoned, then show storm drainage attenuation for the difference.
8. Events held in the Fellowship Hall shall be associated with the Church and shall not be used as off-site catering.
9. The impervious surface calculations shall be certified by a land surveyor, or engineer.

SITE PLAN MODIFICATION: 30 Olde Roberts Street – Under Section 702; site improvements including closing one curb cut, adding approximately 15 parking spaces to the north east corner of the site, increasing landscaping and minor building improvements for “Living Word Outreach Ministries”.

Assessor’s Map-Lot: 47-104

Applicant: Samuel Sarpong, Pastor

Upon a motion by Hank Pawlowski, seconded by Stephen Roczynski, the Commission **Voted (7-0)** to **approve** the above site plan modification 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 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. The seating depicted in the proposed sanctuary room shall be anchored to the floor as fixed seats.
4. All parking shall be located and contained on the site and shall not occur on the street or off-site.

5. All tree stumps and debris shall be removed from the site.
6. Provide details showing how pavement is to be removed and placement of topsoil. Show erosion controls along work area.
7. Provide accurate calculations for the areas of impervious surface created and abandoned. If the amount of impervious surface created is greater than that which is abandoned, then show storm drainage attenuation for the difference.
8. Events held in the Fellowship Hall shall be associated with the Church and shall not be used as off-site catering.
9. The impervious surface calculations shall be certified by a land surveyor, or engineer.

At the public hearing held earlier this evening, upon a motion by Hank Pawlowski, seconded by Travis Simpson, the Commission **Voted (7-0)** to **postpone action** on the item below until the May 8, 2019 meeting.

SPECIAL PERMIT: 11 Bragg Street – Under Section 402.2; change of use to a house of worship and modification to the building interior to include associated bathrooms, office space, and seating area for “The Apostolic Church”.

Assessor’s Map-Lot: 25-282

Applicant: The Apostolic Church Int.

SITE PLAN MODIFICATION: 411 Burnham Street – Under Section 702; locating construction office and job trailers on the property for the duration of the construction of the approximately 30,000 sq. ft. building addition for “NEFCO”.

Assessor’s Map-Lot: 50-127

Applicant: PDS Engineering and Construction

Upon a motion by Carol Noel, seconded by Angie Parkinson, the Commission **Voted (7-0)** to **approve** the above site plan modification 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. The job trailer and office trailer shall be removed prior to the issuance of a Certificate of Occupancy.

TEXT AMENDMENT: Under Section 711; comprehensive revision to Section 603 (Design Development District) to add a new overlay district, Section 603.13 Design Development District 3, College District Zone, and associated requirements and standards, having bounds from about Willow Street south to the southern parcel line of 1 Pent Road (Map-Lot 9-1; Willgoos site) and the Connecticut River east to Main Street, that provides for a mix of uses including institutional, commercial, retail, and residential and allows for modification of underlying dimensional, parking, and stormwater requirements in accordance with a Master Plan and site plan approval.

Applicant: East Hartford Planning and Zoning Commission

Upon a motion by Travis Simpson, seconded by Carol Noel, the Commission **Voted (7-0)** to **approve** the above text amendment entitled “Design Development District 3, College District Zone”, with an effective date of May 7, 2019 and the following conditions:

1. Section 603.13.5.B is corrected to show only five Planning Areas: Commercial Mix, Ensign Boulevard, Mix Residential, Main Campus, and Riverside Gateway.
2. Section 603.13.7.A.1.a under Ensign Boulevard Planning Area shall read: Office accessory to a school or educational use may not exceed fifty percent (50%) of the total building gross floor area of the Planning area built after the effective date of this amendment.
3. Section 603.13.7.C.1.a under Commercial Mix Planning Area shall read: Office accessory to a school or educational use may not exceed fifty percent (50%) of the total building gross floor area of the Planning area built after the effective date of this amendment.
4. Section 603.13.7.D.1.a under River Gateway Planning Area shall read: Office accessory to a school or educational use may not exceed fifty percent (50%) of the total building gross floor area of the Planning area built after the effective date of this amendment.
5. Section 603.13.7.E.1.c under Mix Residential Planning Area shall read: Dormitory use shall not exceed twenty percent (20%) of the total building gross floor area of the Planning area built after the effective date of this amendment.
6. Section 603.13.10 relating to Transfer of Development rights is removed.
7. Any criteria referencing Design Guidelines is removed.
8. Section 603.13.13.b relating to Study Requirements shall add that MS4 requirements shall be met in all applicable areas.
9. Section 603.13.24.E relating to Master Plan Performance Standards shall add that no use or activity (i.e. radio, television, cell phone, wifi, etc.) shall be conducted that produces electromagnetic interference in any residential or commercial district.

MISCELLANEOUS

- C.G.S. 8-24 Review: 53 Main Street – proposed sale of the property to the adjacent property owner for the purpose of combining the parcels.

Upon a motion by Hank Pawlowski, seconded by Stephen Roczynski, the Commission **Voted (7-0)** to **recommend approval** of the 8-24 referral of the proposed sale of 53 Main Street to the adjacent property owner – Gregory Broadie, 71 Main Street – for the purpose of combining both parcels.

ADJOURNMENT

The meeting adjourned at 10:15 p.m.

Respectfully submitted,

Jeffrey Cormier, Town Planner