

**East Hartford Planning & Zoning Commission
Hybrid-Teleconference Meeting
February 8, 2023**

A Regular Meeting of the **EAST HARTFORD PLANNING AND ZONING COMMISSION** was held via Microsoft “Teams” at Community Cultural Center 50 Chapman PL, East Hartford CT on February 8, 2023.

1. CALL TO ORDER

Chair Ryan called the meeting to order at 7:02 PM.

ROLL CALL

Chair declared a quorum with 6 voting members

Present:

John Ryan, Chair
Henry Pawlowski, Vice Chair
Carol Noel, Secretary
Valentine Povinelli
Stephen Roczynski
Sidney Soderholm

Absent:

Peter Marra -excused
Wesaneit Tsegai, Alternate

Also Present

Steve Hnatuk, Planner

PUBLIC HEARING

1. **PUBLIC HEARING APPLICATIONS - none**

REGULAR MEETING

2. NEW BUSINESS

A. SITE PLAN APPLICATION: 1-3 Oakland Avenue - Under Section 702 and Section 225;
Site Plan Application for construction of nine (9) Commercial Wireless Telecommunication

service antennas and associated equipment on existing commercial building. Applicant: John Morrison Assessor's Map/Lot: 26/203

Motion by Comm. Noel to move Site Plan Application: 1-3 Oakland Ave further into the meeting to allow applicant to join the meeting. Motion seconded by Comm. Roczynski. All in favor. Motion approved.

3. MISCELLANEOUS

A. POCD IMPLEMENTATION ITEMS AND FUTURE COMMISSION ACTIONS:

Discussion of future implementation items of the 2014 Plan of Conservation and Development.

S. Hnatuk, Interim Planner read the following Priority recommendations.

1. Consider limiting the front 50% of the floor area on the ground floor of buildings located within the B-5 zone along Main Street to restaurants, retail and person-services, making any use otherwise allowed in this zone that is proposed for the front of 50% of the ground-floor space subject to a special permit. In the B-2 zone along Main Street between Willow Street and Brewer Street, consider adopting incentives to promote ground-level restaurants, retail and personal-service uses.
2. Review the special permit requirements for residential uses in business zones to facilitate a mixed-use pattern of development, especially in the CBD and along key commercial corridors.
3. Encourage mixed-use infill development in the CBD, with a focus on Main Street as a major commercial node and pursuit of adaptive re-use of historic structures.

Staff recommendation:

Town staff recommends amending the zoning regulations to permit mixed use development in the B-2 and B-5 Zones.

Preliminary change:

1. Mixed-Use Buildings and Mixed-Use Sites are permitted in the B-2 and B-5 zones subject to the following requirements:
 - a. On parcels with frontage on Main Street, at least 50% of the floor area on the ground floor of the mixed-use buildings shall be limited to commercial uses permitted by site plan or administrative zoning permit under section 3.2. Any proposed first floor use subject to a special permit under section 3.2 shall apply for a special permit.

Discussion held on wording "shall". Further discussion held. Will submit a formal text amended for next month.

Secondary recommendation:

Restaurant and Hotel Requirements

Review the regulations for restaurants and hotels to determine whether some provisions for establishments with liquor licenses are still needed.

Discussion held regarding footage between restaurants/hotel establishments serving liquor. Footage requirements were removed previously by commission.

Commission agreed to clean up regulations

Motion by Comm. Noel to hear the Site Plan Application, seconded by Comm. Soderholm.

All in favor. Motion approved.

John Morrison, Applicant for Site Plan -1-3 Oakland Ave, presented plan.

Chair asks if there are any questions. S. Hnatuk clarifies that there were revisions asked for by the planner for elevation schematics of the side of the building; revisions were not asked for by the commission.

Chair asks if new antennas will blend in with existing repeaters. Mr. Morrison states it will.

Further discussion held on towers facing residential properties.

Motion made by Comm. Soderholm to approve Site Plan Application 1-3 Oakland Avenue - Under Section 702 and Section 225; Site Plan Application for construction of nine (9) Commercial Wireless Telecommunication service antennas and associated equipment on existing commercial building. Applicant: John Morrison Assessor's Map/Lot: 26/203

Seconded by Comm. Noel. All in favor. Motion approved.

Motion to resume agenda made by Comm. Noel where we left off, seconded by H. Pawlowski. All in favor. Motion approved.

B. DRAFT AFFORDABLE HOUSING PLAN: The Town of East Hartford Draft affordable housing plan is available on the Town Website. The Planning and Zoning Commission will be seeking public comment and feedback at the upcoming Planning and Zoning meeting on March 8th, 2023. Document Link: [Draft Affordable Housing Plan](#)

Comm. Soderholm asks what the state requires us to do.

The Commission will formally adopt it, then send to Council for adoption and then to the State.

Discussion held on what threshold is for applications, income, Statute 830G.

C. 2024 PLAN OF CONSERVATION AND DEVELOPMENT UPDATE: Town of East Hartford Development and Planning Department to initiate Request for Proposals for an updated Plan of Conservation and Development Consultant.

Comm. Soderholm what is exactly the process?

S. Hnatuk states in 2014 POCD was written. In 2018/2019 then adopted an addendum, now the town will do a full rewrite. RFP finalized by S. Hnatuk this week, would like run an addendum for a consultant to also do a master plan for the Founders Plaza as well.

Discussion held on including other commissions as needed when the rewrite is in process.

Breakdown the plan by sections, takes 18 months to complete from when the RFP is out. Possible start April/May/June, then the 18 months will begin. Suggestion to do a plan/outline. S. Hnatuk can do an outline.

Chair asks any further questions?

D. TOWN PLANNER ANNOUNCEMENT: The Town of East Hartford has hired a new Town Planner, Carlene Shaw with an anticipated start date later this month.

S. Hnatuk states that he will still be available for the next few months.

4. APPROVAL OF MINUTES

A. Planning and Zoning Commission Meeting Minutes-January 11, 2023

Motion by Comm. Pawlowski made motion to approve minutes of January 11, 2023. Motion seconded by Comm. Soderholm.

All in favor. Motion approved.

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ADJOURNMENT

Chair Ryan entertains a motion to adjourn.

Comm. Noel made motion to adjourn meeting, seconded by Comm. Pawlowski. All in favor, meeting adjourned at 8:21 PM.

Next meeting is March 8, 2023 at 7:00 pm

Location Community Cultural Center Auditorium

Respectfully submitted,

Sana Hart, Clerk