

**REGULAR SESSION MEETING MINUTES  
PLANNING AND ZONING COMMISSION  
APRIL 11, 2018**

A Regular Meeting of the **EAST HARTFORD PLANNING AND ZONING COMMISSION** was held in the Town Council Chambers, 2<sup>nd</sup> Floor, Town Hall, 740 Main Street, East Hartford, Connecticut on April 11, 2018.

**CALL TO ORDER**

The meeting was called to order at 7:20 p.m.

**ROLL CALL**

**Present:**

Peter Bonzani, Chair  
John Ryan, Vice Chair  
Carol Noel, Secretary  
Paul J. Roczynski  
Valentine Povinelli  
Henry Pawlowski  
Angela Parkinson, Alternate  
Stephen Roczynski, Alternate

**Absent**

Travis Simpson  
Susan Skowronek, Alternate

**Also Present:**

Jeffrey Cormier, Town Planner

Chair Bonzani declared a quorum and that the Commission would be voting with 7 members, including Alternate Stephen Roczynski.

**APPROVAL OF MINUTES**

- Public Hearing Minutes – March 14, 2018

Upon a motion by John Ryan, seconded by Paul Roczynski, the Commission **Voted (7-0)** to **approve** the Public Hearing minutes of March 14, 2018.

- Regular Meeting Minutes – March 14, 2018

Upon a motion by Paul Roczynski, seconded by John Ryan, the Commission **Voted (7-0)** to **approve** the Regular Meeting minutes of March 14, 2018.

**SPECIAL USE PERMIT:** 15 Milbrook Drive – Under Section 207.10.a; Change of use from Blessed Sacrament Church to the East Hartford Senior Center.

Assessor's Map-Lot: 19-248

Applicant: Town of East Hartford

Upon a motion by John Ryan, seconded by Carol Noel, the Commission **Voted (7-0)** to **approve** the above special use 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 Fire Marshal noted that the facility will remain an Assembly Occupancy per CT State Code, pending extent of renovations.

**SITE PLAN MODIFICATION:** 333 East River Drive – Under Section 702; site work including renovation of the existing parking lot and landscaping islands, installation of new sidewalks and pedestrian area, new signage, lighting, landscaping, and modifications to the loading area for “American Eagle Financial Credit Union”.

Assessor's Map-Lot: 4-42

Applicant: AEF Realty, LLC

Upon a motion by John Ryan, seconded by Hank Pawlowski, the Commission **Voted (7-0)** to **approve** the above site plan modification 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. Demonstrate what measures are to be employed to keep sediments and debris out of the underground chambers in the easterly parking lot.
4. Photometric plan needs to show light level values at the property lines.
5. A Waiver of Claim is required for the tie in to the Town CB on East River Drive.
6. A Street Excavation Permit will be required for any work done within the Town's Right of Way or on any Town property.

**SITE PLAN MODIFICATION:** 125 East River Drive – Under Section 702; site work including renovation of the existing parking lot and landscaping islands, installation of new sidewalks, new signage, lighting, and landscaping for “American Eagle Financial Credit Union”.

Assessor's Map-Lot: 4-32

Applicant: AEF Realty, LLC

Upon a motion by Carol Noel, seconded by John Ryan, the Commission **Voted (7-0)** to **approve** the above site plan modification 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. Demonstrate what measures are to be employed to keep sediments and debris out of the underground chambers in the easterly parking lot.
4. Photometric plan needs to show light level values at the property lines.
5. A Waiver of Claim is required for the tie in to the Town CB on East River Drive.
6. A Street Excavation Permit will be required for any work done within the Town's Right of Way or on any Town property.

**MINOR FLOOD HAZARD DEVELOPMENT:** 333 East River Drive – Under Section 601; rehabilitation of the existing parking lot and drainage for “American Eagle Financial Credit Union”.

Assessor's Map-Lot: 4-42

Applicant: AEF Realty, LLC

Upon a motion by John Ryan, seconded by Hank Pawlowski, the Commission **Voted (7-0) to approve** the above minor flood hazard development 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. Demonstrate what measures are to be employed to keep sediments and debris out of the underground chambers in the easterly parking lot.
4. Photometric plan needs to show light level values at the property lines.
5. A Waiver of Claim is required for the tie in to the Town CB on East River Drive.
6. A Street Excavation Permit will be required for any work done within the Town's Right of Way or on any Town property.

**MINOR FLOOD HAZARD DEVELOPMENT:** 125 East River Drive – Under Section 601; rehabilitation of the existing parking lot and drainage for “American Eagle Financial Credit Union”.

Assessor's Map-Lot: 4-32

Applicant: AEF Realty, LLC

Upon a motion by Carol Noel, seconded by Hank Pawlowski, the Commission **Voted (7-0) to approve** the above minor flood hazard development 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. Demonstrate what measures are to be employed to keep sediments and debris out of the underground chambers in the easterly parking lot.
4. Photometric plan needs to show light level values at the property lines.
5. A Waiver of Claim is required for the tie in to the Town CB on East River Drive.
6. A Street Excavation Permit will be required for any work done within the Town's Right of Way or on any Town property.

**SOIL EROSION AND SEDIMENTATION APPLICATION:** 333 East River Drive – Under section 217; disturbance of approximately 195,160 sq. ft. of land for site work associated with the parking lot improvements for “American Eagle Financial Credit Union”.

Assessor's Map-Lot: 4-42

Applicant: AEF Realty, LLC

Upon a motion by John Ryan, seconded by Carol Noel, the Commission **Voted (7-0)** to **approve** the above soil erosion and sedimentation control application with the following conditions:

1. Final plans are to be signed and stamped (ink & 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. Demonstrate what measures are to be employed to keep sediments and debris out of the underground chambers in the easterly parking lot.
4. Photometric plan needs to show light level values at the property lines.
5. A Waiver of Claim is required for the tie in to the Town CB on East River Drive.
6. A Street Excavation Permit will be required for any work done within the Town's Right of Way or on any Town property.

#### • **BOND RELEASES/REDUCTIONS/SETTING**

**BOND SETTING:** 333 East River Drive – Soil and erosion control bond for erosion control measures for parking lot improvement.

Upon a motion by John Ryan, seconded by Hank Pawlowski, the Commission **Voted (7-0)** to **set** the soil erosion and sedimentation control bond in the amount of \$21,200.00 for parking lot improvements at 333 East River Drive.

#### **MISCELLANEOUS**

Town Planner Jeff Cormier announced that there will be a Special Meeting of the Town Council to discuss zoning issues as they pertain to churches in East Hartford on Wednesday, April 25<sup>th</sup> and the Commissioners are invited to attend.

Mr. Cormier also briefly reviewed the agenda items for the May meeting, citing the need for a public hearing at 7PM.

Commissioner Paul Roczynski announced that he intends to resign from the Planning & Zoning Commission after more than 14 years of service.

## **ADJOURNMENT**

The meeting adjourned at 7:55 p.m.

Respectfully submitted,

Jeffrey Cormier, Town Planner