

**REGULAR SESSION MEETING MINUTES
PLANNING AND ZONING COMMISSION
DECEMBER 9, 2015**

A Regular Session Meeting of the **EAST HARTFORD PLANNING AND ZONING COMMISSION** was held in Town Council Chambers, 740 Main Street, East Hartford, Connecticut on December 9, 2015.

CALL TO ORDER

The meeting was called to order at 7:50 PM.

ROLL CALL

Present:

Peter Bonzani, Chair
Mary Whaples, Vice Chair
Thomas Fitzgerald
Valentine Povinelli
John Ryan (Alternate)

Absent

Kathleen Salemi, Secretary
Travis Simpson
Paul J. Roczynski
Crystal Hernandez (Alternate)
Amy Sawyer (Alternate)

Also Present:

Jeffrey Cormier, Town Planner
Denise Horan, Town Engineer

Chair Bonzani declared a quorum and the Commission would be voting with 5 members, including Alternate John Ryan who would be voting for Commissioner Kathleen Salemi.

APPROVAL OF MINUTES

- Design Review – November 18, 2015

Upon a motion by Thomas Fitzgerald, seconded by Mary Whaples, the Commission **Voted (5-0)** to **approve** the Design Review minutes for the November 18, 2015 meeting.

- Regular Session – November 18, 2015

Upon a motion by Thomas Fitzgerald, seconded by Mary Whaples, the Commission **Voted (5-0)** to **approve** the Regular Session minutes for the November 18, 2015 meeting.

SPECIAL PERMIT USE APPLICATION – Veteran’s Terrace (2-50 & 3-59 Columbus Circle, 62-102 Columbus Street, 126-138 Columbus Street Extension); Under Section 305.2.g construction and rehabilitation of a multiple-family housing development consisting of new buildings and improvements to existing buildings, parking and site improvements for the East Hartford Housing Authority.

Assessor’s Map#37 Lot#77/78

Applicant: Mark Fisher – TO Design

Upon a motion by Thomas Fitzgerald, seconded by John Ryan, the Commission **Voted (5-0)** to **approve** the above special permit use application with the following conditions:

1. 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.
2. Final plans are to be signed and stamped (ink & impression) by the Professional Engineer, Land Surveyor, or Architect, as appropriate to the plan sheet.
3. Provide the information required in section 207.4.b.3.d of the Zoning Regulations. Show required information at least 200 feet beyond property lines.
4. This application is contingent upon the Town Council approving the transfer of Columbus Street Extension to the East Hartford Housing Authority for the purpose of constructing residential buildings and a recreation area as depicted in the plans entitled “East Hartford Housing Authority, Revitalization of: Veteran’s Terrace Apartments”, dated November 5, 2015 and revised December 1, 2015. The disapproval of the street transfer proposal by the Town Council shall require submission of a new special permit application in accordance with Sec. 207.9 of the regulations.
5. All sidewalks and ramps to be ADA compliant.

SITE PLAN APPLICATION – Veteran’s Terrace (2-50 & 3-59 Columbus Circle, 62-102 Columbus Street, 126-138 Columbus Street Extension); Under Section 702.2 construction and rehabilitation of a multiple-family housing development consisting of new buildings and improvements to existing buildings, parking and site improvements for the East Hartford Housing Authority.

Assessor’s Map#37 Lot#77/78

Applicant: Mark Fisher – TO Design

Upon a motion by Mary Whaples, seconded by Thomas Fitzgerald, the Commission **Voted (5-0)** to **approve** the above site plan application with the following conditions:

1. 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.
2. Final plans are to be signed and stamped (ink & impression) by the Professional Engineer, Land Surveyor, or Architect, as appropriate to the plan sheet.
3. The Connecticut Department of Energy and Environmental Protection should be contacted regarding any required permits relating to Stormwater discharge, dewatering wastewaters from construction activities, stormwater pollution control or other permits.
4. Provide the Town of East Hartford with drainage easements for the existing 24” tile drainage outlet for the roadway drainage system.
5. Provide the information required in section 705.2.b.3 of the Zoning Regulations. This includes showing contours, buildings, utilities, storm drainage and other items as required in the quoted section in an area 200 feet beyond the lot lines.
6. Show gas service connections, both existing and proposed, on the plans.

7. Add P&Z Approval Block to all plan sheets.
8. This application is contingent upon the Town Council approving the transfer of Columbus Street Extension to the East Hartford Housing Authority for the purpose of constructing residential buildings and a recreation area as depicted in the plans entitled "East Hartford Housing Authority, Revitalization of: Veteran's Terrace Apartments", dated November 5, 2015 and revised December 1, 2015. The disapproval of the street transfer proposal by the Town Council shall require submission of a new special permit application in accordance with Sec. 207.9 of the regulations.
9. All sidewalks and ramps to be ADA compliant.

SOIL EROSION AND SEDIMENTATION CONTROL APPLICATION – Veteran's Terrace (2-50 & 3-59 Columbus Circle, 62-102 Columbus Street, 126-138 Columbus Street Extension); Under Section 217 construction and rehabilitation of a multiple-family housing development consisting of new buildings and improvements to existing buildings, parking and site improvements for the East Hartford Housing Authority.

Assessor's Map#37 Lot#77/78

Applicant: Mark Fisher – TO Design

Upon a motion by Mary Whaples, seconded by Thomas Fitzgerald, the Commission **Voted (5-0)** to **approve** the above soil erosion and sedimentation control application with the following conditions:

1. 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.
2. Final plans are to be signed and stamped (ink & impression) by the Professional Engineer, Land Surveyor, or Architect, as appropriate to the plan sheet.
3. Provide the information required in section 217.3.c.2 of the Zoning Regulations. This includes showing soil types on maps.
4. Re draw the right side map on sheet L0.0. Current map is blurry and hard to read.
5. Show gas service connections, both existing and proposed, on the plans.

SITE PLAN APPLICATION – 400 Main Street A.K.A. United Technologies' Pratt & Whitney Division; Under Section 603.10 construction of a new 431,000 sq. ft. office building and associated new parking lots adjacent to the proposed building.

Assessor's Map#20 Lot#45

Applicant: United Technologies Corporation, Acting through its Pratt & Whitney Division (P&W)

Upon a motion by Thomas Fitzgerald, seconded by Mary Whaples, the Commission **Voted (5-0)** to **approve** the above site plan application with the following conditions:

1. 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.
2. Final plans are to be signed and stamped (ink & impression) by the Professional Engineer, Land Surveyor, or Architect, as appropriate to the plan sheet.

Site Engineering and Drainage Design Report

1) Per section 5 of the Town of East Hartford Manual of Technical Design the minimum self-cleaning velocity is 3.0 feet per second. There are a number of pipes sections that do not meet this requirement. The applicant has requested an exception to these standards and the applicant shall affix to the drawing and application documents the requirements of the as-built drainage system that varies from the criteria described in the Town of East Hartford Manual of Technical Design.

2) The applicant shall label watershed (Pond 4) on the WS-PU sheet with the applicable curve number, Tc, and drainage areas.

Master Plan (MA-1 & MA-2)

1) The applicant shall correct the “total parking required” number.

2) The applicant shall correct the typo in the project narrative.

Layout Plan (LA-1 to LA-4)

1) The driveways west of the roundabout that is south of the building on sheet LA-1 shall be aligned with one another to eliminate offset turning movements. The applicant shall also consider closing these two driveways due to their proximity to the roundabout that is south of the building on sheet LA-1.

2) The applicant shall provide a statement that the delivery vehicle to the site will be limited to the WB-50 design vehicle.

3) There appears to be a driveway on the north side of the building that leads to 30 interior parking spaces under the building for executives. The applicant shall verify whether these spaces have been accounted for in the parking table.

4) The applicant shall add a reference sheet to the “see note 1” call out.

Lighting Plan (LI-1 to LI-5)

1) The applicant shall provide labels for the isobars.

Utility Plan (UT-1 to UT-4)

1) There is a bend in the pipe from the manhole in Mercer Avenue to SAN MH-3 and the applicant shall correct this.

2) As part of MH-4 the applicant is proposing an ejector pump. The applicant shall provide detail and calculations for this ejector pump.

Traffic Impact Study Prepared by F.A. Hesketh & Associates and dated October 13, 2015 and OSTA AD request.

The study does not address the impact, if any, on the pending Outlet project, which is the subject of a separate study.

1. Given all the modifications to internal circulation, parking, etc., review was limited to an evaluation of the impact on the nearby public road intersections servicing the site.

2. No security checkpoints were shown. If there will be any, they should be located so as not to queue traffic back to the public streets. Final details of the security gates, location, capacity analysis and queuing study shall be provided to the town staff for approval prior to construction.

3. Although we generally concur with the basic traffic reassignment as shown in Hesketh Figures L and M, the applicant shall provide an explanation as to how these figures were derived and this shall be

incorporated into a revised traffic impact study and submitted to the town for approval prior to construction. The applicant shall also explain why there would be such a positive impact on the Brewer Street entrance, as it appears that the bulk of the parking on site will be just as easy, or hard, to get to as before.

4. We reviewed the Hesketh analyses for 5 of the impacted signalized intersections:

- a. Silver Lane at Roberts Street and East Hartford Boulevard
- b. Silver Lane at Main Street and East River Drive
- c. Main Street at Willow Street
- d. Main Street at Brewer Street
- e. High Street at Brewer Street

There were several inconsistencies in setting up the traffic signal operations model (Synchro) for analysis. The applicant shall address the following:

- a. All locations were coded as actuated-uncoordinated intersections. We believe at least 4 of the 5 operate in a coordinated system. Perhaps the signal at Silver Lane/Roberts Street is not coordinated during certain times. We don't have the system timings to verify these parameters.
- b. The minimum green, minimum phase and clearance times should be checked against the record plans, along with the phase splits being consistent with the timing program in effect.
- c. Right turn on red was coded as permitted on all approaches. Three of the intersections are posted with "No Turn on Red" on one or more approaches (all 4 at Main/Willow).
- d. Protected/permitted left turns were coded on Main Street at both the Willow Street and Silver Lane intersections. Those left turns are protected only.
- e. A protected/permitted left turn was coded for westbound Silver Lane at East Hartford Boulevard/Roberts St. The left turn is protected only.

Final comments from CTDOT OSTA along with the above comments and inconsistencies shall be incorporated into a revised traffic impact study and submitted to the town for approval prior to construction of the improvements contained in this application. This condition of approval does not affect the site plan application by Pratt & Whitney previously approved by the Commission on August 12, 2015, for pad prep activities including the start of building foundation construction.

The applicant shall provide evidence of Stadium operator communications, coordination and concurrence with Pratt & Whitney traffic impact study.

SOIL EROSION AND SEDIMENTATION CONTROL APPLICATION – 400 Main Street A.K.A. United Technologies' Pratt & Whitney Division; Under Section 217 construction of a new 431,000 sq. ft. office building and associated new parking lots adjacent to the proposed building.

Assessor's Map#20 Lot#45

Applicant: United Technologies Corporation, Acting through its Pratt & Whitney Division (P&W)

Upon a motion by Thomas Fitzgerald, seconded by John Ryan, the Commission **Voted (5-0)** to **approve** the above soil erosion and sedimentation control application with the following conditions:

1. 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.
2. Final plans are to be signed and stamped (ink & impression) by the Professional Engineer, Land Surveyor, or Architect, as appropriate to the plan sheet.

Site Engineering and Drainage Design Report

- 1) Per section 5 of the Town of East Hartford Manual of Technical Design the minimum self-cleaning velocity is 3.0 feet per second. There are a number of pipes sections that do not meet this requirement. The applicant has requested an exception to these standards and the applicant shall affix to the drawing and application documents the requirements of the as-built drainage system that varies from the criteria described in the Town of East Hartford Manual of Technical Design.
- 2) The applicant shall label watershed (Pond 4) on the WS-PU sheet with the applicable curve number, Tc, and drainage areas.
- 3) The applicant shall provide a signature note as per Section 217.7 of the regulations to each of the erosion and sedimentation control sheets.

Financial Guarantee Settings

- 400 Main Street A.K.A. United Technologies' Pratt & Whitney Division; Erosion and Sedimentation Control bond

Upon a motion by Thomas Fitzgerald, seconded by John Ryan, the Commission **Voted (5-0)** to **set** the financial guarantee for the erosion and sedimentation controls at 400 Main Street in the amount of \$350,000.00.

- Veteran's Terrace (2-50 & 3-59 Columbus Circle, 62-102 Columbus Street, 126-138 Columbus Street Extension); Public Improvement bond in the amount of \$73,900 for curbing, sidewalks, driveway aprons and landscaping repairs

Upon a motion by Mary Whaples, seconded by Thomas Fitzgerald, the Commission **Voted (5-0)** to **set** the financial guarantee for the public improvements to Veteran's Terrace for curbing, sidewalks, driveway aprons and landscaping repairs in the amount of \$73,900.00.

- Veteran's Terrace (2-50 & 3-59 Columbus Circle, 62-102 Columbus Street, 126-138 Columbus Street Extension); Erosion and Sedimentation Control bond in the amount of \$64,700 for catch basin and drain protection, silt fence and construction entrances

Upon a motion by Mary Whaples, seconded by Thomas Fitzgerald, the Commission **Voted (5-0)** to **set** the financial guarantee for erosion and sedimentation controls at Veteran's Terrace for catch basin and drain protection, silt fencing and construction entrances in the amount of \$64,700.00.

MISCELLANEOUS

- **C.G.S. 8-24 REFERRAL** – Columbus Street Extension; Sale of Columbus Street Extension to the East Hartford Housing Authority for the purpose of the Veteran's Terrace revitalization project

Upon a motion by Thomas Fitzgerald, seconded by John Ryan, the Commission **Voted (5-0)** to **forward a favorable recommendation** to the East Hartford Town Council for the sale of Columbus Street Extension to the East Hartford Housing Authority for the purpose of the Veteran's Terrace revitalization project.

- **Planning and Zoning Commission FY 2016-2017 Proposed Budget**

It was the consensus of the Commission to **approve** the 2016-2017 proposed budget for the Planning and Zoning Commission including tablets for all Commissioners.

- **Zoning Regulation Update Workshop**

It was the consensus of the Commission to hold a workshop at 6PM on Wednesday January 13, 2016 – just prior to the regular meeting. The following zoning regulations will be addressed: (1) places of assembly; (2) parking requirements; (3) signs; (4) digital submission and (5) mattress recycling.

ADJOURNMENT

The meeting adjourned at 8:45 P.M.

Respectfully submitted,

Mary Whaples, Vice Chair