

MICHAEL P. WALSH  
MAYOR



(860) 291-7300  
easthartfordct.gov

## TOWN OF EAST HARTFORD

740 Main Street, East Hartford, CT 06108

### **East Hartford Planning & Zoning Commission, Zoning Board of Appeals, and Inland Wetlands-Environment Commission**

#### **Workshop Minutes**

**July 14, 2022**

#### **Microsoft Teams Meeting**

#### **Present:**

Kim Knapp, Inland Wetlands Commission  
Tony Le, Inland Wetlands Commission  
Harrison Amadasun, Zoning Board of Appeals  
Sidney Soderholm, Planning & Zoning Commission  
Melissa-Sue John, Planning & Zoning Commission, Alternate

No board had a quorum present.

#### **LAND USE BOARDS 101 WORKSHOP**

Corporation Counsel Jim Tallberg presented a PowerPoint outlining the roles and responsibilities of the three land use boards: the Planning & Zoning Commission, the Zoning Board of Appeals, and the Inland Wetlands-Environment Commission. He began by detailing the sources of authority from the town's Charter and the Connecticut General Statutes. A recently enacted state statute requires mandatory training for all municipal land-use officials beginning in 2023. All three boards are subject to ethical codes at the state and local levels and must make decisions based on the public record while avoiding biases, undue influences, and conflicts of interest. The boards are also subject to Freedom of Information requirements including open meetings and public records.

Atty. Tallberg and Development Director Eileen Buckheit responded to a question to explain that board members should stay within the purview of their board and not ask questions or raise issues that are outside of the scope of their responsibilities. Discussion outside of a board's purview could later be used in a court proceeding to undermine the decision. Future trainings may involve more specific information for each board, as this session was introductory and voluntary. Many applications will go before multiple commissions in their approval process, such as Inland Wetlands followed by Planning & Zoning.