

**REGULAR SESSION MEETING MINUTES
PLANNING AND ZONING COMMISSION
FEBRUARY 11, 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 February 11, 2015.

CALL TO ORDER

The meeting was called to order at 8:13 PM.

ROLL CALL

Present:

Peter Bonzani, Chair
Mary Whaples, Vice Chair
Paul J. Roczynski
Valentine Povinelli
Thomas Fitzgerald

Absent

Kathleen Salemi, Secretary
Travis Simpson
Crystal Hernandez (Alternate)
John Ryan (Alternate)
Amy Sawyer (Alternate)

Also Present:

Michael Dayton, Town Planner
Denise Horan, Town Engineer

Chair Bonzani declared a quorum and the Commission would be voting with 5 members.

ELECTION OF OFFICERS / REPRESENTATIVES / COMMITTEE MEMBER

- **Chair**

Upon a motion by Paul Roczynski, seconded by Thomas Fitzgerald, the Commission **Voted (5-0)** to **elect** Peter Bonzani, **Chair**, of the Planning and Zoning Commission.

- **Vice Chair**

Upon a motion by Paul Roczynski, seconded by Thomas Fitzgerald, the Commission **Voted (5-0)** to **elect** Mary Whaples **Vice Chair**, of the Planning and Zoning Commission.

- **Secretary**

Upon a motion by Paul Roczynski, seconded by Thomas Fitzgerald, the Commission **Voted (5-0)** to **elect** Kathleen Salemi **Secretary**, of the Planning and Zoning Commission.

- **CRCOG Representative**

Upon a motion by Paul Roczynski, seconded by Thomas Fitzgerald, the Commission **Voted (5-0)** to **appoint** Valentine Povinelli **CRCOG Representative**, from the Planning and Zoning Commission.

- **CRCOG Alternate Representative**

Upon a motion by Paul Roczynski, seconded by Thomas Fitzgerald, the Commission **Voted (5-0)** to **appoint** Crystal Hernandez **CRCOG Alternate Representative**, from the Planning and Zoning Commission.

- **EDC Representative**

Upon a motion by Paul Roczynski, seconded by Thomas Fitzgerald, the Commission **Voted (5-0)** to **appoint** John Ryan **EDC Representative**, from the Planning and Zoning Commission.

- **Design Review Committee Member**

Upon a motion by Paul Roczynski, seconded by Thomas Fitzgerald, the Commission **Voted (5-0)** to **appoint** Jeff Cummings **Design Review Committee member**, from the Planning and Zoning Commission.

APPROVAL OF MINUTES

➤ **Design Review Minutes – January 14, 2015 Meeting**

Upon a motion by Paul Roczynski, seconded by Mary Whaples, the Commission **Voted (5-0)** to **approve** the Design Review minutes for the January 14, 2015 meeting.

SPECIAL PERMIT USE APPLICATION – Under section 401.2(q) & 228 to allow an automobile oriented use with drive-through facilities on land located at 303 Ellington Road A.K.A 265 Ellington Road “School Street Square Shopping Center”.

Assessor’s Map# 39 Lot# 111

Applicant: 265 Ellington Road Donuts LLC

Upon a motion by Mary Whaples, seconded by Paul Roczynski, the Commission **Voted (5-0)** to **approve** the above special permit use application, with the one additional advertising wall sign as requested and to allow for a larger menu board, along with the following conditions:

1. Final plans are to be signed and stamped (ink and impression) by the Professional Engineer and/or Land Surveyor licensed in the state of Connecticut who is responsible for the work.
2. Provide separate submittals for each application. (Site Plan & Special Use)

SITE PLAN APPLICATION – 303 Ellington Road aka 265 Ellington Road “School Street Square Shopping Center” 265 Ellington Road, Façade renovation and installation of landscaping, site lighting and signage to an existing free standing building.

Applicant: 265 Ellington Road Donuts LLC

Upon a motion by Mary Whaples, seconded by Paul Roczynski, the Commission Voted **(5-0)** to **approve** the above site plan application, with the one additional advertising wall sign as requested and to allow for a larger menu board, along 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 and impression) by the Professional Engineer and/or Land Surveyor licensed in the state of Connecticut who is responsible for the work.
3. Provide separate submittals for each application. (Site Plan & Special Use)

ZONE CHANGE APPLICATION: Master Plan modification request to allow construction of a 1,440 square foot addition to existing educational facility for an early child development center on land located at 1-5, 125,133, 135, 195 (a.k.a. 167) and 211 (a.k.a. 1) Riverside Drive, 84, 90, 120 Colt Street & 2 Pent Road .

Assessor's Maps #8, 9, & 10 Lots #20, 1, 2, 3, 4, 5&6, 12, 19, 18

Applicant: Goodwin College Inc.

Upon a motion by Paul Roczynski, seconded by Thomas Fitzgerald, the Commission Voted **(5-0)** to **postpone** the above zone change application, prior to the Public Hearing.

SPECIAL PERMIT USE APPLICATION – Under Section 207.9 to allow modification of a previously approved special permit application for a proposed early child development center on land located at 167 Riverside Drive A.K.A 195 Riverside Drive.

Assessors Map #9 Lot #4

Applicant: David Holmes, Capital Studio Architects, LLC

Upon a motion by Paul Roczynski, seconded by Thomas Fitzgerald, the Commission Voted **(5-0)** to **postpone** the above special permit use application, prior to the Public Hearing.

SITE PLAN MODIFICATION APPLICATION – 167 Riverside Drive A.K.A. 195 Riverside Drive, Construction of a 1,440 square foot addition, establishment of an outdoor play area, and modification to existing pedestrian walkways and fencing to a proposed child daycare facility.

Applicant: David Holmes, Capital Studio Architects

Upon a motion by Paul Roczynski, seconded by Thomas Fitzgerald, the Commission Voted **(5-0)** to **postpone** the above site plan modification application, prior to the Public Hearing.

SITE PLAN APPLICATION – 363 Roberts Street Installation of twelve roof top mount panel antennas, 12’X30’ equipment shelter and 1,000 gallon propane tank to an existing hotel.

Applicant: Cellco Partnership dba Verizon Wireless, Sandy Carter

Upon a motion by Thomas Fitzgerald, seconded by Paul Roczynski, the Commission Voted **(5-0)** to **approve** the above site plan 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. Depict and label new curb and pavement installation in area where landscaped islands are being converted to parking area.
4. Verify location of existing and proposed utility conduits.
5. Provide a benchmark.

SITE PLAN APPLICATION - 1268 Main Street, façade renovation consisting of installation of a glass store front and fencing to an existing commercial building.

Applicant: Pochmelitza LLC

Upon a motion by Paul Roczynski, 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

BOND RELEASES/REDUCTIONS/SETTINGS

- **Bond Reduction: 5-lot Residential Subdivision 208-250 Hills Street**
Applicant: Sean R. Hussey, Reed Builders LLC

Upon a motion by Mary Whaples, seconded by Paul Roczynski, the Commission voted **(5-0)** to reduce the subdivision bond originally set in the amount of \$37,000 for site improvements at 208-250 Hills Street by \$16,950 which will leave a bond balance of \$20,050.

- **Bond Reduction: Site Plan Modification Bond 1220 & 1228 Burnside Avenue**
Applicant: Aaron Alibrio, Alibrio Builders

Upon a motion by Mary Whaples, seconded by Paul Roczynski, the Commission voted **(5-0)** to reduce the site modification bond by \$21,039, which will leave a bond balance of \$9,611.00 for site improvements at 1220 & 1228 Burnside Avenue.

MISCELLANEOUS

Town staff reminded the Commissioners that there will be two joint meetings with the Inland/Wetlands Commission on February 18th and 19th.

The Connecticut Federation of Planning & Zoning Agencies will hold its Annual Conference on March 26th. Both Commissioner Bonzani and Commissioner Fitzgerald expressed an interest in attending.

ADJOURNMENT

The meeting adjourned at 8:53 P.M.

Respectfully submitted,

Michael Dayton, Town Planner