



# Development BUDGET PRESENTATION

**FY 2021-2022**

# ➤ EILEEN BUCKHEIT

- Development Director for East Hartford since March of 2013
- Served as Commissioner of Planning & Development for the City of West Haven for five years
- Previously held positions at the Regional Growth Partnership in New Haven and at the City of Bridgeport
- Has a Bachelor of Arts in Political Science and Masters in Public Administration from the University of Connecticut



# ➤ STAFFING



**Development Director**  
Eileen Buckheit

**Town Planner**  
Jeff Cormier

**Economic Development  
Coordinator**  
Michael Daniels

# ➤ DEPARTMENT DESCRIPTION & SERVICES



- Provides support and guidance to business owners, developers, and residents to encourage investment and economic growth in East Hartford
- Responsible for issuing permits relating to Planning & Zoning via Chapter 124, Section 8-1c of the Conn. General Statutes
- Partners with DECD, the Connecticut River Valley Chamber of Commerce, and other organizations to promote the region's economic vitality
- Provides staff support for Planning & Zoning Commission, Economic Development Commission, and Redevelopment Agency

# ➤ COVID-19 RESOURCES & OUTREACH



- We have reached out to businesses with information on recovery resources and reopening guidelines throughout the pandemic

- We distributed over 4,400 masks and 85 thermometers to local businesses



- We hosted a series of webinars with the Connecticut SBDC on the Paycheck Protection Program and other COVID-19 recovery resources for businesses in May of 2020
- We will hold a series of online programs in conjunction with the Library and East Hartford CONNects on starting a business and business recovery in May of 2021

# ➤ SUPPORTING LOCAL DURING COVID-19



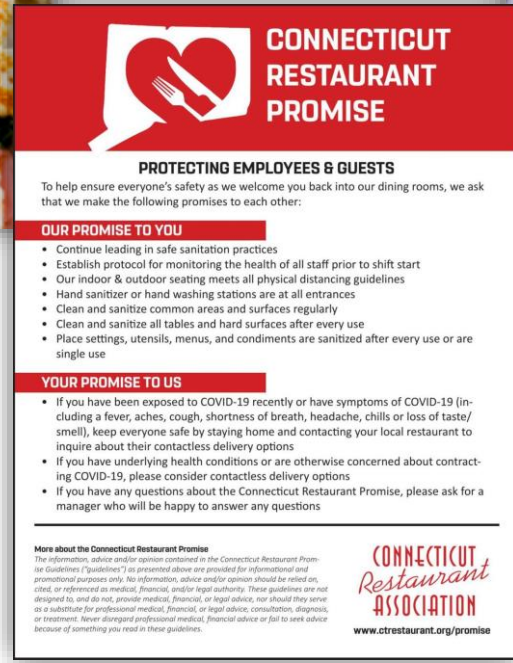
## "EAST HARTFORD EATS" CONTEST

Submit a photo of a receipt from an East Hartford restaurant for a chance to win a \$50 gift card



**East Hartford Shops was featured on NBC Connecticut in December**

**We provided all East Hartford restaurants a cleanliness & safety practices poster**



### CONNECTICUT RESTAURANT PROMISE

**PROTECTING EMPLOYEES & GUESTS**  
To help ensure everyone's safety as we welcome you back into our dining rooms, we ask that we make the following promises to each other:

**OUR PROMISE TO YOU**

- Continue leading in safe sanitation practices
- Establish protocol for monitoring the health of all staff prior to shift start
- Our indoor & outdoor seating meets all physical distancing guidelines
- Hand sanitizer or hand washing stations are at all entrances
- Clean and sanitize common areas and surfaces regularly
- Clean and sanitize all tables and hard surfaces after every use
- Place settings, utensils, menus, and condiments are sanitized after every use or are single use

**YOUR PROMISE TO US**

- If you have been exposed to COVID-19 recently or have symptoms of COVID-19 (including a fever, aches, cough, shortness of breath, headache, chills or loss of taste/smell), keep everyone safe by staying home and contacting your local restaurant to inquire about their contactless delivery options
- If you have underlying health conditions or are otherwise concerned about contracting COVID-19, please consider contactless delivery options
- If you have any questions about the Connecticut Restaurant Promise, please ask for a manager who will be happy to answer any questions

More about the Connecticut Restaurant Promise  
The information, advice and/or opinion contained in the Connecticut Restaurant Promise Guidelines ("Guidelines") is presented above for informational and promotional purposes only. No information, advice and/or opinion should be relied on, cited, or referenced as medical, financial, and/or legal authority. These guidelines are not designed to, and do not, provide medical, financial, or legal advice, nor should they serve as a substitute for professional medical, financial, or legal advice, consultation, diagnosis, or treatment. Never disregard professional medical, financial advice or fail to seek advice because of something you read in these guidelines.

**CONNECTICUT RESTAURANT ASSOCIATION**  
[www.ctrestaurant.org/promise](http://www.ctrestaurant.org/promise)

**A third contest to promote local businesses is being planned for April**

# ➤ SHOWCASE CINEMAS SITE



# FOUNDERS PLAZA

## CONCEPTUAL DESIGNS

**Tecton**  
ARCHITECTS



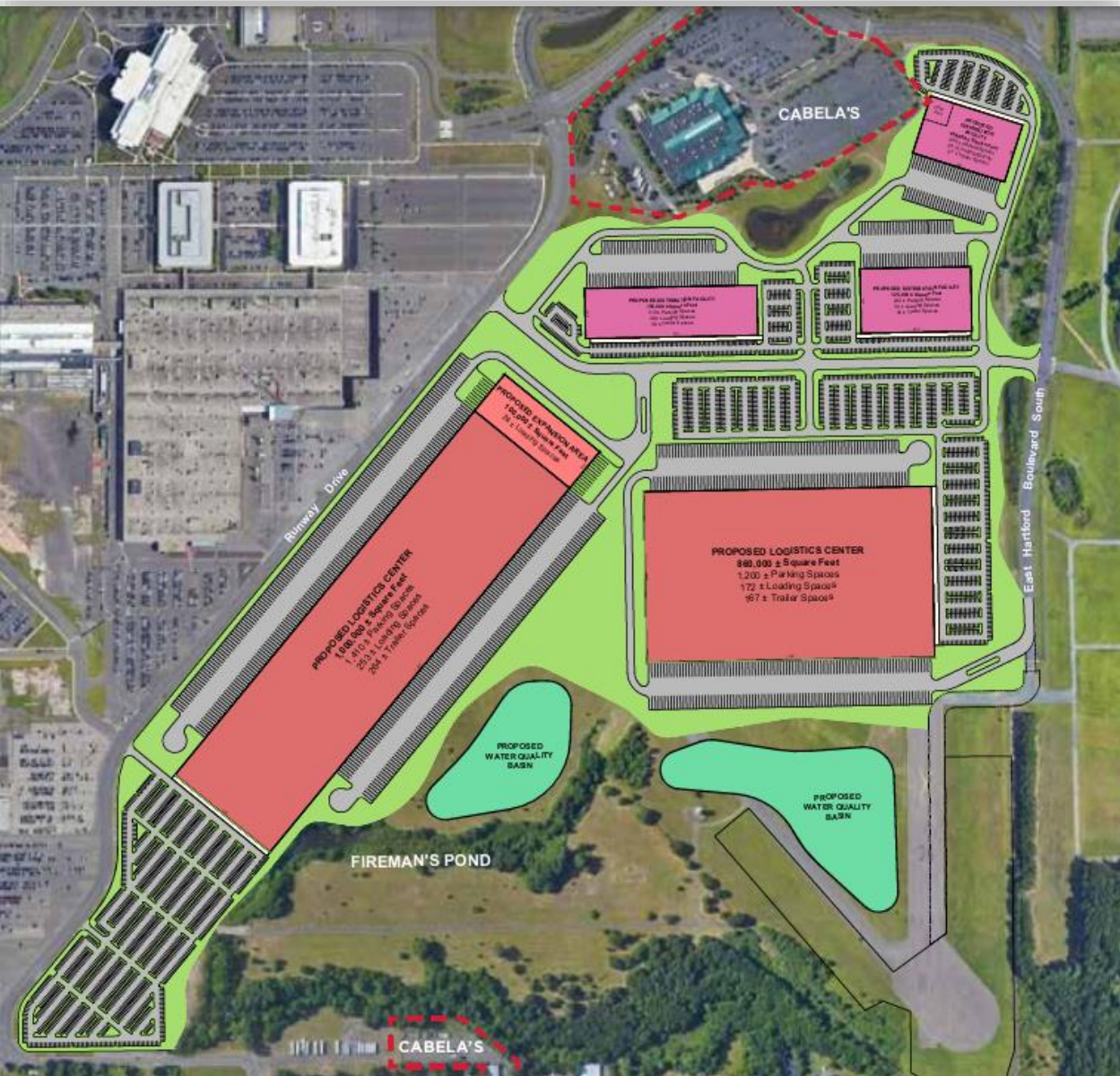


# ➤ 550-590 BURNSIDE AVENUE



Applicants submitted proposals for the site in January

# RENTSCHLER FIELD



# CBRE

# ➤ GOODWIN UNIVERSITY



# ➤ BUSINESS CELEBRATIONS



**Solidus Construction Headquarters  
Grand Opening  
Second North School Building**



**United Centerless Grinding  
60<sup>th</sup> Anniversary**

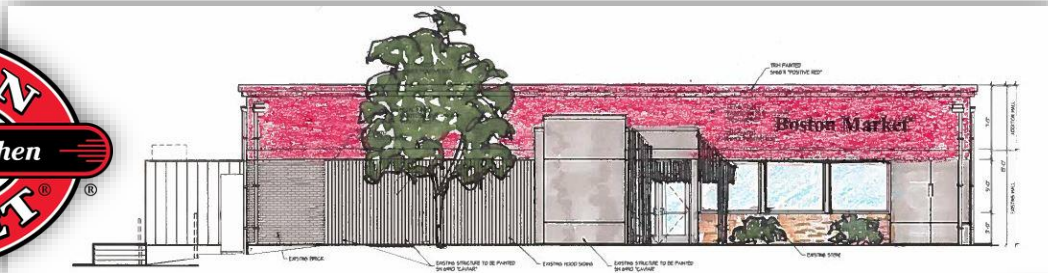
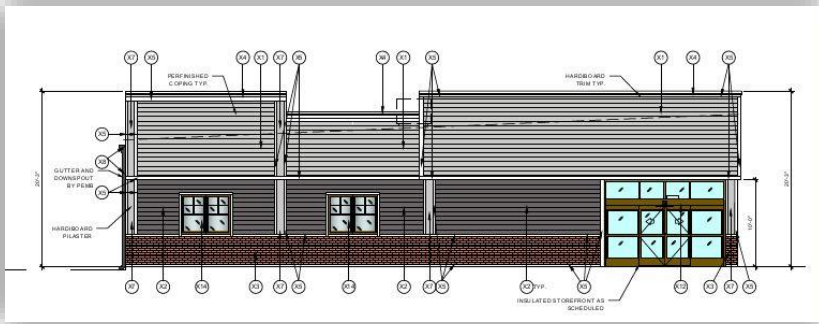
# ➤ FACADE IMPROVEMENT



# ▶ ONGOING DEVELOPMENTS



**Horst Engineering**  
Precision Machining • Thread Rolling • Centerless Grinding



# ➤ NOW OPEN



New Facility  
180 Roberts Street



GENGRAS



Relocated  
540 Connecticut Boulevard



Renovation & Expansion  
411 Burnham Street



Renovation & New Owner  
91 Pitkin Street



# ➤ NOW OPEN





# ➤ SENIOR CENTER




# ➤ LAND-USE GROUP




**LAND-USE**


**WHY SHOULD I ATTEND?**

We have found that working with applicants from a very early stage saves them time, money, and frustration, since it is easier to address regulations and concerns before official applications are filed than to change plans later in the process.




Also, applicants often appreciate receiving this preliminary information and advice regarding regulations, permits, and fees in one meeting without needing to visit many departments individually.





**LAND-USE GROUP MEETING GUIDE**



*We can help you to start or grow a business here in EAST HARTFORD!*


**Town of East Hartford Development Department**

Town Hall, 2nd Floor  
740 Main Street  
East Hartford, CT 06108  
Open M-F 8:30 AM-4:30 PM

**JEFFREY CORMIER**  
TOWN PLANNER  
(860) 295-7301  
JCORMIER@EASTHARTFORDCT.GOV

**MICHAEL DANIELS**  
ECONOMIC DEVELOPMENT COORDINATOR  
(860) 295-7299  
MDANIELS@EASTHARTFORDCT.GOV

[www.easthartfordct.gov/development-planning](http://www.easthartfordct.gov/development-planning)





Land-Use Group is a free service offered by the town to provide pre-application guidance and feedback to potential applicants prior to starting a project

FY 19	FY 20	FY 21 to date
35 proposals	26	12

- Meetings now virtual on Microsoft Teams
- Meetings occur weekly (as needed) and are attended by representatives from:
  - Planning
  - Engineering
  - Fire
  - Health
  - Zoning
  - Police
  - Building

**START AND GROW YOUR BUSINESS**

WHAT IS A LAND-USE GROUP MEETING?	WHO ATTENDS THIS MEETING?	HOW DO I APPLY?
<p>A Land-Use Group meeting is an opportunity for a business or property owner who is considering starting, relocating or expanding a business here in East Hartford to learn about important issues and possible permit requirements related to the proposed project and its location. It is a free and informal meeting that allows applicants to understand the feasibility of the project and the process going forward before investing time and money. It is not set up to finalize code requirements or engineering details, or to replace final applications or approvals from the departments in attendance.</p> 	<p>Representatives from the following departments may attend the Land-Use Group meetings:</p> <ul style="list-style-type: none"> <li>• Development Department</li> <li>• Engineering Division</li> <li>• Building Inspections and Permits Department</li> <li>• Health Department</li> <li>• Fire Marshal's Office</li> <li>• Police Department</li> </ul>  <p><b>WHERE ARE THE MEETINGS HELD?</b> The meetings are typically held in Conference Room B, on the second floor of East Hartford Town Hall.</p> <p><b>WHEN ARE THE MEETINGS HELD?</b> The meetings are typically held on Thursday mornings at 9:00 AM, however, you must submit documentation and schedule your meeting in advance.</p>	<p>If you are interested in scheduling a Land-Use Group Meeting please submit the following information:</p> <p><b>Written Narrative/Business Plan</b> – A brief description of one or two paragraphs, explaining your project and the changes you plan to make at your site.</p> <p><b>Floor Plan</b> – A drawing showing the arrangement of rooms in the interior of the building.</p> <p><b>Site Plan</b> – A drawing showing the layout of the property, including the building and available parking.</p> <p>These items do not have to be professional drawings, but we ask that you make them as clear as possible.</p> <p>Submit this information to Michael Daniels at <a href="mailto:mdaniels@easthartfordct.gov">mdaniels@easthartfordct.gov</a></p> <p>If you submit the above paperwork by close of business on any given Friday, your project will typically be placed on the agenda for the following Thursday morning. The Development Department will confirm the meeting time and location.</p>

# ➤ LAND-USE GROUP PROPOSALS



Conversion of former Farmington Bank building to a pediatric medical office



Moxi on the Rocks cocktail production & tasting room in former paper mill



Conversion of former Save-a-Lot into a locally-owned grocery store



Relocated rent-a-car center in former auto body shop

# ➤ CRDA PROJECTS

- \$12 million for Showcase Cinema demolition
- \$4 million for Goodwin University infrastructure improvements
- \$1.3 million for Great River Park improvements, including accessibility enhancements, signage, and lighting
- \$500,000 for Founders Plaza parking analysis and planning
- \$1 million for other demolitions, including Fire House 5 on Main Street
- \$1 million for Complete Streets improvements on Silver Lane



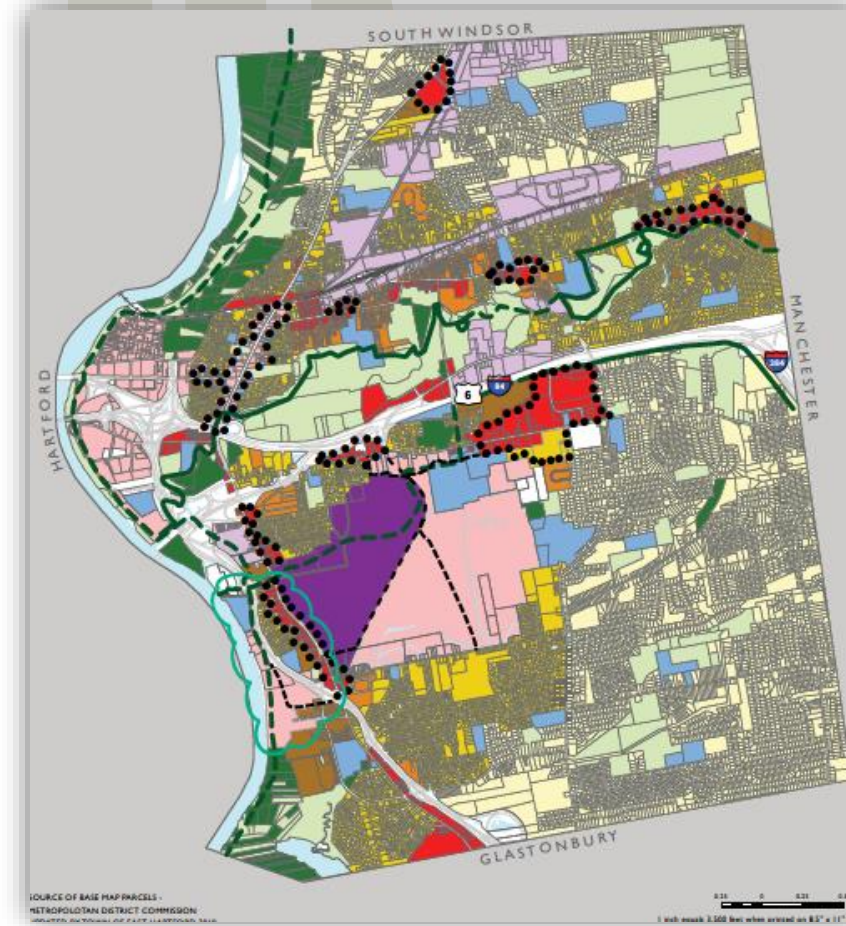
*Great River Park  
Updated Signage*

# ▶ PLANNING & ZONING COMMISSION



Planning Office	FY20	FY 21 1 <sup>st</sup> 6 Months
Applications	38	18
Revenue	\$5,498	\$2,751

- Commission finalizing a new Planned Development District overlay zone to allow for mixed uses, increased density, stronger landscaping standards, and utilizes a streamlined Master Plan approval process
- This district can be used to facilitate development in areas such as the former Showcase Cinemas site, Founders Plaza, and generally along commercial corridors throughout town

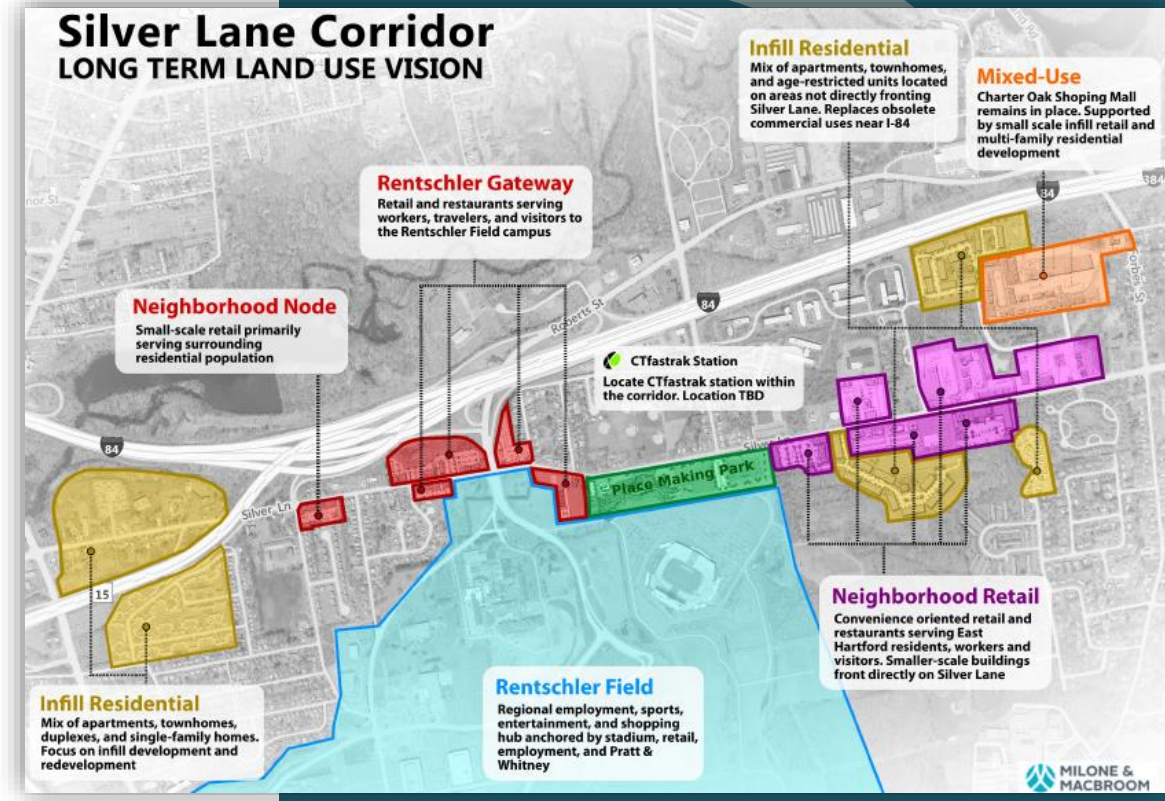


**2014 POCD: Future Land Use Plan**

# ► POCD AMENDMENT: SILVER LANE REVITALIZATION PLAN



- Commission amended the Plan of Conservation and Development to add new special study area for the Silver Lane Revitalization Plan, which incorporates recommendations into the Zoning Regulations.
- Recommendations included re-evaluating land uses and zoning districts along Silver Lane to create residential, business, and mixed use districts to meet the following priority goals:
  - Improve infrastructure
  - Enhance visual appeal
  - Increase residential, commercial, and mixed uses
  - Reposition obsolete land uses
  - Improve livability; quality of life



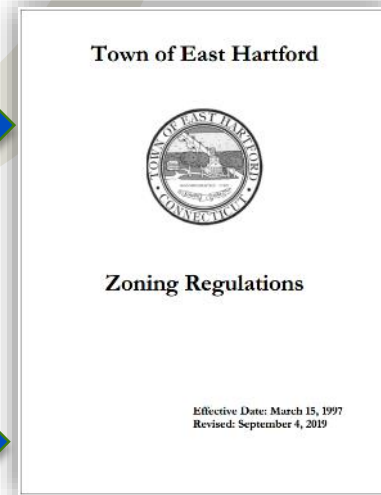
*Silver Lane Revitalization Plan*

# ➤ COMPREHENSIVE ZONING REVISIONS

- The Commission began working with a Planning consultant to complete a comprehensive revision to the Zoning Regulations. **The previous comprehensive revision was March 15, 1997**
- Over time the regulations are amended to address various issues and meet current , which creates a patchwork document and can introduce conflicts, inconsistencies, or ambiguity. It also affects the readability of the document. Development standards and criteria change, and new federal and/or case law must be incorporated. The current regulations have had approximately 100 amendments since 1997



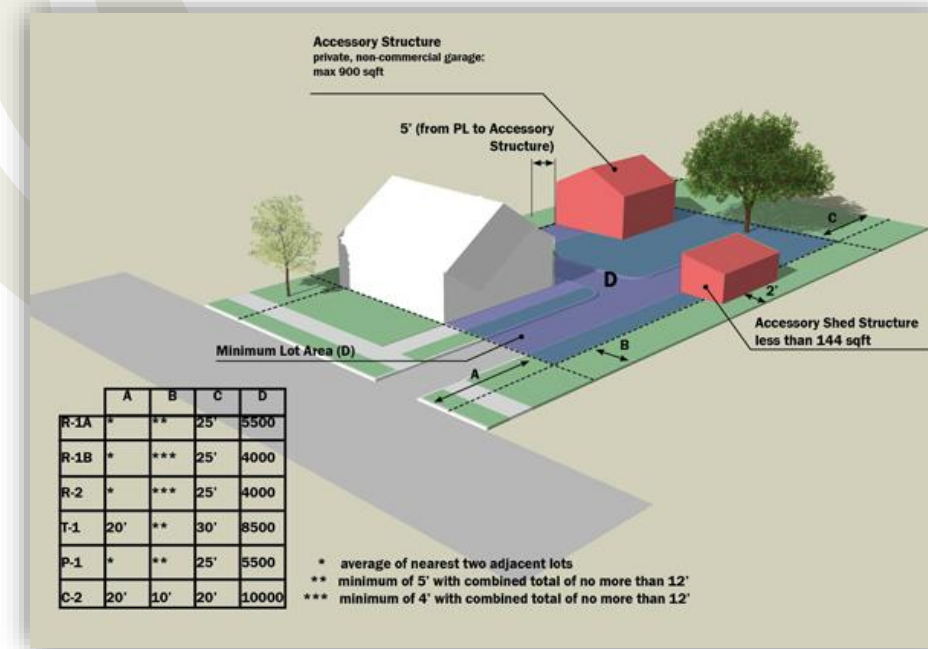
## *Amendments*



# ➤ COMPREHENSIVE ZONING REVISIONS



- A comprehensive revision of the Zoning Regulations involves reorganizing the document to be more user friendly, incorporating modern standards and best practices, and ensuring the regulations reflect desired development goals.
- It is anticipated that new Zoning Regulations may be ready for approval in late fall 2021. The Commission will be ready to hold public meetings/workshops when a working draft is complete.
- Examples of high priority zoning regulation sections that can be modernized to reflect current standards and best practices include, but are not limited to: parking, signage, landscaping, lighting, outdoor dining, stormwater and low impact development.



*Example uses images to show lot dimensional requirements*



# ➤ GRANTS DESCRIPTION & MISSION

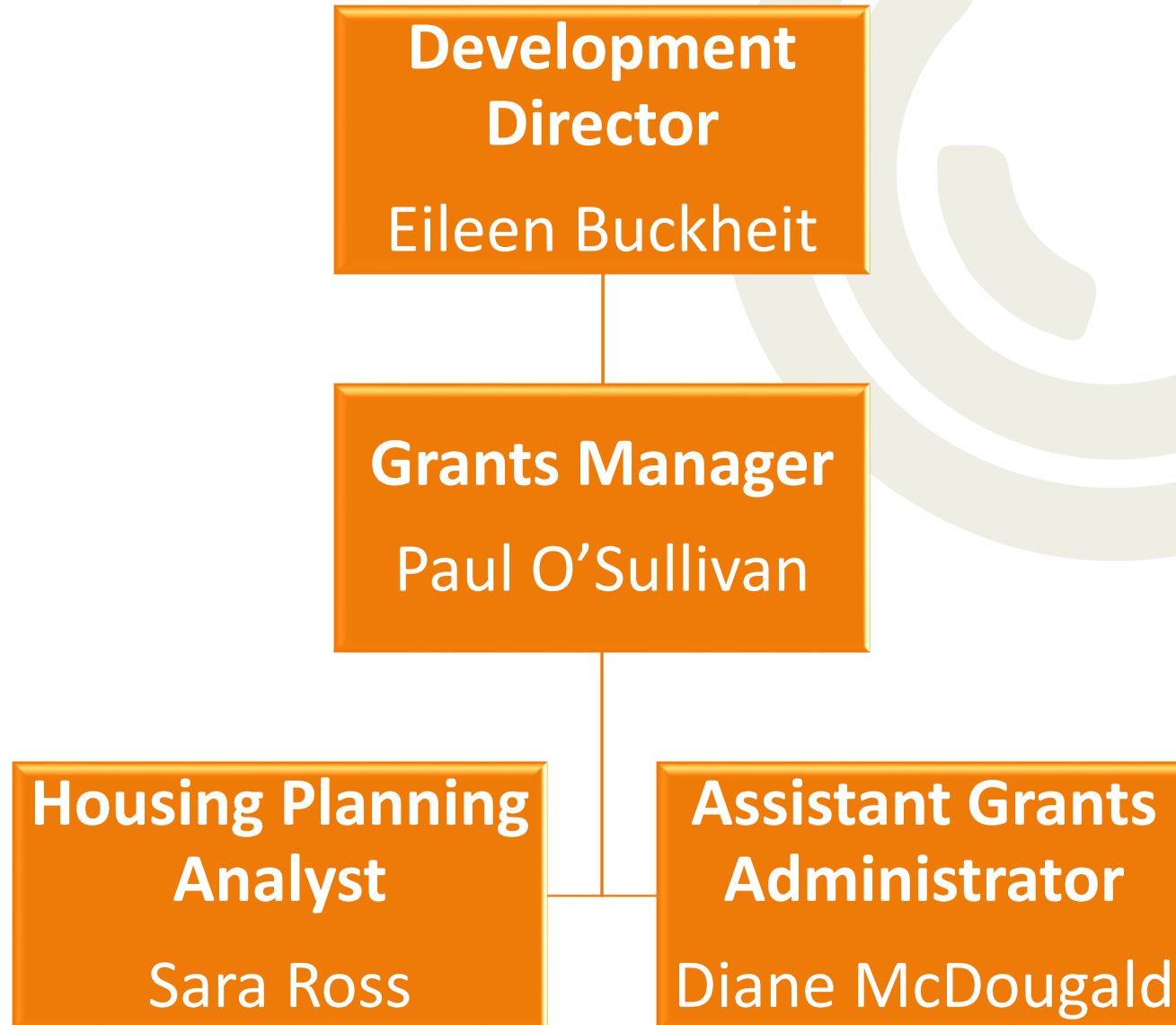
The Grants Administration Office manages the annual federal Community Development Block Grant (CDBG), a changing number of state and federal grants, leases for municipal properties, and is the staff liaison to the Historic District Commission

## Grant Fund Sources include:

- Community Development Block Grant (CDBG)
- Local Capital Improvement Program (LoCIP)
- Volkswagen Settlement
- Women Infants and Children (WIC) Program
- Public Health Emergency Prep (PHEP) Program
- Other funds, i.e. DECD, DEEP, DOT, CT OPM, etc



# STAFFING



# ➤ GRANTS ADMINISTRATION



- Grants Manager position 90% Town-funded, 10% CDBG funded
- Assistant Grants Administrator (part-time), Housing Planning Analyst salaries 100% paid by CDBG
- CDBG Year 46 (2020-21) Allocation is \$578,667
- List of all active grants total \$7,802,119

# ➤ RECENT GRANT-FUNDED PROJECTS

- **Facilities Sign Replacement**
- Epidemiology & Lab Capacity (COVID Response)
- Senior Grocery Delivery Program
- Election Safety Grant
- Hockanum Linear Trail Refurbishment
- Youth Services Prevention Programs
- Volkswagen Settlement Grant
- Dial-a-Ride Program
- Elderly/Disabled Demand Responsive Transportation



# ➤ RECENT GRANT-FUNDED PROJECTS



- Police “Click-it-or-Ticket” Enforcement Program
- Police Distracted Driving Enforcement Program
- Youth Services Opioid Crisis Response
- PSC Fuel Tank Replacement
- East Hartford Youth Task Force
- **Conditions Assessment for Huguenot House**
- Community Connectivity Main Street Improvements
- Public Health Preparedness Program



# ► UPCOMING GRANT-FUNDED PROJECTS



## 2021 LoCIP Projects:

- North End Senior Center/ COVID Response Center
- Veterans Memorial Clubhouse Renovations
- Main Street Torpey Railroad Bridge Maintenance
- Alumni Park Basketball Court
- Benches, Bikeracks and Bins
- Hockanum River Trail Repairs
- Facility Sign Replacement

## Projects in the Works:

- Silver Lane Sidewalk & Lighting Installation
- Silver Lane Bike Lane Installation



# ➤ BUDGET CHANGES

## DEVELOPMENT ADMINISTRATION

ORG	OBJECT	DESCRIPTION	REASON	\$ CHANGE
G4100	60110	Permanent Services	Contractual	\$2,018
G4100	63138	Contractual Services	On-call Planning consultant to complete a comprehensive revision of the zoning regulations that incorporates modern standards and best practices, and reflects desired development goals of the Town.	(\$40,000)

## GRANTS ADMINISTRATION

ORG	OBJECT	DESCRIPTION	REASON	\$ CHANGE
G2950	60110	Permanent Services	Contractual	\$4,915



**THANK YOU!**