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**CITY OF HARTFORD**  
**Planning & Zoning Commission**  
**260 Constitution Plaza – Hartford, CT**

**DRAFT MINUTES**  
November 10, 2020

The Planning & Zoning Commission held a Virtual Regular Meeting at 6:00 p.m. on Tuesday, November 10, 2020.

**Attendance**

**Present:** Chair Josye Utick, Commissioners Gary Bazzano, Aaron Gill, Jonathan Harding, David McKinley, Kelvin Thomas and Alternate Commissioner Andres Jimenez-Franck

**Absent:** Commissioner Andrew Cascudo, Alternate Commissioners Juliana Garcia-Uribe and Guy Neumann

**Staff Present:** Aimee Chambers, Attorney Richard Vassallo and Vanessa Walton

**I. CALL TO ORDER**

Chair Josye Utick called the meeting to order at 6:03 p.m. and seated Commissioner Andres Jimenez-Franck as a voting member for this meeting.

Chair Josye made a **MOTION** to postpone the NRZ SOP document review in the new business section of the agenda until the next scheduled meeting, Tuesday, November 24<sup>th</sup> at 6:00 pm, **Seconded** by Commissioner **Bazzano**. The NRZ SOP was postponed by a vote of **7-0**.

**II. PUBLIC HEARING**

- a. **432 New Britain Avenue** – This was an application for a Special Permit to establish a Grocery/Convenience Store Beer Permit in the existing Grocery/Convenience Store at the La Parada Market that is located in the MS-1 Main Street District.

Ms. Aimee Chambers, Director of Planning, gave an overview. The applicant, Ms. Karina was present and she addressed the Commission. She stated that this was a full-service grocery store.

The Public Hearing was opened and the Commission heard from Ms. Alyssa Peterson of 297 Grandview Terrace via telephone. She raised concerns with the congregation of beer permits in the area and mentioned the bad condition of the rear of the property, in that it contained graffiti and loitering. Ms. Peterson further stated that should the application be approved, conditions should be included. There were no additional comments, questions or testimony from the public and the Public Hearing was closed.

The Commission deliberated and Commissioner McKinley made a **MOTION** to **AMEND** the resolution, to add the following condition:

1. That the approval is conditional with the applicant's removal of all illegal signage.

**Seconded** by Commissioner Bazzano. The **AMENDED** resolution was **APPROVED with CONDITION** by a vote of **7-0**.

**SPECIAL PERMIT RESOLUTION**  
**432 New Britain Avenue**

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60 **Whereas,** The City of Hartford Planning and Zoning Commission (the “Commission”) has reviewed  
61 the petition for Special Permit per Section 1.3.4 and Section 3.3.4.C, for a Grocery  
62 Store/Convenience Store Beer Permit, at an existing Grocery/Convenience store at 432 New  
63 Britain Avenue; and

64  
65 **Whereas,** The property is located at 432 New Britain Avenue, at the intersection of New Britain  
66 Avenue and Hillside Avenue, in the MS-1 Downtown District; and

67  
68  
69 **Whereas,** The Applicant seeks a Special Permit for a Grocery Store/Convenience Store Beer Permit to  
70 allow the sale of beer in an existing storefront type Grocery/Convenience Store called La  
71 Parada Market; and

72  
73 **Whereas,** The Grocery Store/Convenience Store Beer sales use is permitted in the MS-1 Main Street  
74 district and in the Ground Story of the storefront building type; and

75  
76 **Whereas,** The Applicant proposes to dedicate approximately 1% of the existing store’s net floor area  
77 for the sale of beer, complying with Section 3.3.4.C.(3), which requires that no more than  
78 5% of the net floor area be dedicated to the sale of beer; and

79  
80 **Whereas,** The requested permit is not anticipated to be detrimental to existing development and  
81 otherwise complies with the regulations and comports to the purposes of the district;

82  
83 **Now Therefore Be It**

84  
85 **Resolved,** That the City of Hartford Planning and Zoning Commission hereby approves the petition of  
86 La Parade Market RD, LLC and grants the requested special permit for a Grocery  
87 Store/convenience Store Beer Permit at 432 New Britain Avenue with the following  
88 condition:

- 89  
90 1. That the approval is conditional with the applicant’s removal of all illegal signage.

91  
92 Be it Further

93  
94 **Resolved** this 10<sup>th</sup> day of November 2020

- 95  
96 b. **450 New Britain Avenue-** This was an application for a Special Permit to establish a  
97 Grocery/Convenience Store Beer Permit in the existing Grocery/Convenience Store, Angeeles  
98 Grocery, located in the MS-1 Main Street District.

99  
100 Ms. Aimee Chambers, Director of Planning gave an overview of the proposal and stated that this  
101 parcel was located next door to two existing Beer/Wine/Liquor Sales establishments; NBA Discount  
102 Liquor- 438 New Britain Avenue, and C-Town Grocery Store- 408 New Britain Avenue. She  
103 further stated that staff recommended the removal of all permanent and illegal signage, as it reduced  
104 transparency.

105 The Commission heard from Ms. Alyssa Peterson of 297 Grandview Terrace via telephone who  
106 stated, that she could not imagine having four (4) establishments that are not restaurants in a half (½)  
107 block proximity selling liquor. She also voiced concern with the location of this parcel being on the  
108 corner, as there is no parking lot. She asked the Commission to address the loitering and the  
109 removal of the signage. Further, she will take her concerns about the number of establishments in  
110 the area to the Liquor Commission. There were no additional testimony, questions or concerns  
111 raised and the Public Hearing was closed.

113 The commission deliberated and Commissioner Thomas made a **MOTION** to **AMEND** the  
114 resolution to add the following condition:

- 115 **1.** That the approval is conditional with the applicant’s removal of all illegal signage.  
117

118 **Seconded** by Commissioner McKinley. The **AMENDED** resolution was **APPROVED with**  
119 **CONDITION** by a vote of **7-0**.

120  
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122 **PLANNING AND ZONING COMMISSION**  
123 **SPECIAL PERMIT RESOLUTION**  
124 **450 New Britain Avenue**  
125

126 **Whereas,** The City of Hartford Planning and Zoning Commission (the “Commission”) has reviewed  
127 the petition for Special Permit per Section 1.3.4 and Section 3.3.4.C, for a Grocery  
128 Store/Convenience Store Beer Permit, at an existing ground story Grocery/Convenience  
129 store at 450 New Britain Avenue; and  
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131  
132 **Whereas,** The property is located at 450 New Britain Avenue, in the MS-1 main Street District; and  
133

134 **Whereas,** The Applicant seeks a Special Permit for a Grocery Store/Convenience Store Beer Permit to  
135 allow the sale of beer in an existing ground story storefront type Grocery/Convenience Store  
136 called Angelees Grocery; and  
137

138 **Whereas,** The Grocery Store/Convenience Store Beer sales use is permitted in the MS-1 Main Street  
139 district and in the Ground Story of the storefront building type; and  
140

141 **Whereas,** The Applicant proposes to dedicate approximately 2% of the existing store’s net floor area  
142 for the sale of beer, complying with Section 3.3.4.C.(3), which requires that no more than  
143 5% of the net floor area be dedicated to the sale of beer; and  
144

145 **Whereas,** The requested permit is not anticipated to be detrimental to existing development and  
146 otherwise complies with the regulations and comports to the purposes of the district;  
147

148 **Now Therefore Be It**  
149

150 **Resolved,** The City of Hartford Planning and Zoning Commission hereby approves the petition of  
151 Angelees Grocery and grants the requested special permit for a Grocery Store/Convenience  
152 Store Beer Permit at 450 New Britain Avenue with the following condition:  
153

- 154 **1.** That the approval is conditional with the applicant’s removal of all illegal signage.

155 Be it Further  
156

157 **Resolved** this 10<sup>th</sup> day of November 2020  
158

- 159 **c. 584 Franklin Avenue-** This was an application for a Special Permit to establish a  
160 Grocery/Convenience Store Beer Permit in the existing Grocery/Convenience Store, Sanchez  
161 Grocery, located in the MS-2 Main Street District.  
162

163 Ms. Aimee Chambers, Director of Planning gave an overview of the proposal and stated that this  
164 establishment is located near the Naylor School- 639 Franklin Avenue, and two assembly uses; the  
165 Bosnian-American Islamic Cultural Center and the Trinity Pentecostal Church of God. She further  
166 stated that the store is open, however, the liquor license is inactive.  
167

168 The applicant, was not present, however, his accountant, Mr. Correa who has assisted him with this  
169 process was, and he addressed the Commission.  
170

171 The Commission also heard from Mr. Chris McArdle, who asked someone to identify the area NRZ.  
172 The answer was Southend. It was stated at that time that the City has not heard any communication  
173 from the Southend NRZ regarding this application. There were no additional questions, testimony or  
174 comments from the public and the Public Hearing was closed.  
175

176 The Commission deliberated and Commissioner McKinley made a **MOTION** to **AMEND** the  
177 resolution to add the following condition:  
178

179 **1.** That the approval is conditional with the applicant’s removal of all illegal signage.

180 **Seconded** by Commissioner Bazzano. The **AMENDED** resolution was **APPROVED with**  
181 **CONDITION** by a vote of **7-0**.  
182

183 **PLANNING AND ZONING COMMISSION**  
184 **SPECIAL PERMIT RESOLUTION**  
185 **584 Franklin Avenue**  
186

187 **Whereas,** The City of Hartford Planning and Zoning Commission (the “Commission”) has reviewed  
188 the petition for Special Permit per Section 1.3.4 and Section 3.3.4.C, for a Grocery  
189 Store/Convenience Store Beer Permit, at an existing Grocery/Convenience store at 584  
190 Franklin Avenue; and  
191

192  
193 **Whereas,** The property is located at 584 Franklin Avenue, in the MS-2 main Street District; and  
194

195 **Whereas,** The Applicant seeks a Special Permit for a Grocery Store/Convenience Store Beer Permit to  
196 allow the sale of beer in an existing storefront type Grocery/Convenience Store called  
197 Sanchez Grocery; and  
198

199 **Whereas,** The Grocery Store/Convenience Store Beer sales use is permitted in the MS-2 Main Street  
200 district and in the Ground Story of the storefront building type; and  
201

202 **Whereas,** The Applicant proposes to dedicate approximately 2.7% of the existing store’s net floor area  
203 for the sale of beer, complying with Section 3.3.4.C.(3), which requires that no more than  
204 5% of the net floor area be dedicated to the sale of beer; and  
205

206 **Whereas,** The requested permit is not anticipated to be detrimental to existing development and  
207 otherwise complies with the regulations and comports to the purposes of the district;  
208

209 **Now Therefore Be It**  
210

211 **Resolved,** The City of Hartford Planning and Zoning Commission hereby approves the petition of  
212 Sanchez Grocery and grants the requested special permit for a Grocery Store/Convenience  
213 Store Beer Permit at 584 Franklin Avenue with the following condition:  
214

215 **1.** That the approval is conditional with the applicant’s removal of all illegal signage.  
216

217 Be it Further  
218

219 **Resolved** this 10<sup>th</sup> day of November 2020  
220

221 d. **Complete Streets Plan** – This was an introduction to the Complete Streets Plan for Public Comment.  
222 Ms. Sandra Fry, Senior Project Manager gave a slide presentation and stated that the purpose of this

223 plan is to assist the City of Hartford in achieving complete streets by providing standards, plans and  
224 additional guidance for their implementation. She further stated that Complete Streets are streets that  
225 safely, conveniently and invitingly serve road users of all ages and abilities, including pedestrians,  
226 transit users, bicyclists, those using wheelchairs or other assistive devices, and motor vehicle  
227 operators.

228 The Public Hearing was open and the commission heard from Mr. Chris McArdle who stated that he  
229 was in full support in the Commission adoption of this plan.

230 Ms. Helen Nixon of the Northeast NRZ had questions regarding the final designs of the street in the  
231 North Main Street area. Ms. Fry answered that this has not been finalized as of yet.

232 Commissioner Gill made a **MOTION** that the Commission **APPROVE** and endorse this Project,  
233 **Seconded** by Commissioner Harding. The Complete Street Plan was **APPROVED** by a vote of **7-0**.

234

235 **III. New/Old Business**

236

237 a. **Neighborhood Revitalization Zone Standard Operating Procedure (NRZ SOP)** – This is a write up  
238 of major/minor plan review requests and neighborhood engagement -- POSTPONED to 11/24

239

240 b. **Introduction of New Planning Staff.** – Ms. Aimee Chambers, Director of Planning introduced the new  
241 employees of the Planning Division - Ms. Autumn Florek, Senior Planner and Mr. Paul Ashworth,  
242 Senior Planner. The Commission welcomed them.

243

244 **IV. DIRECTOR’S REPORT**

245 Ms. Aimee Chambers reported on the number of applications received by the Planning Division for the  
246 month of October and gave a breakdown of their status.

247

248 **V. CHAIR’S REPORT**

249 No Chair’s report

250 **VI. Approval of the Minutes**

251 October 13<sup>th</sup>, 2020- Approved

252

253 **VII. ADJOURMENT**

254 Chair Josye Utick adjourned the meeting at 8:30 p.m.

255

256 **Respectfully Submitted by:**

257 **Vanessa Walton, Executive Assistant**

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259