



CITY OF HARTFORD
Planning & Zoning Commission and
Inland Wetlands Commission
VIRTUAL MEETING

DRAFT MINUTES

June 16, 2020

The Planning & Zoning Commission held a Virtual Special Meeting at 6:00 p.m. on Tuesday, June 16, 2020.

Attendance

Present: Chair Sara Bronin, Commissioners Gary Bazzano, Andrew Cascudo, *Melvyn Colón* (Arrived at 6:04 p.m.), David McKinley and Josye Utick; Alternate Commissioner Jonathan Harding

Absent: Commissioner Aaron Gill and Alternate Commissioners Kevin Henry and Guy Neumann

Staff Present: Aimee Chambers and Vanessa Walton

Inland Wetlands Commission

I. CALL TO ORDER

This meeting was not opened as there was no business for Inland Wetlands Commission.

II. PUBLIC HEARING -Inland Wetlands Commission

There were no public hearing items.

III. New/Old Business

There was no business to discuss.

Planning & Zoning Commission

Attendance

Present: Chair Sara Bronin, Commissioners Gary Bazzano, Andrew Cascudo, *Melvyn Colón* (Arrived at 6:04 p.m.), David McKinley and Josye Utick; Alternate Commissioner Jonathan Harding

Absent: Commissioner Aaron Gill and Alternate Commissioners Kevin Henry and Guy Neumann

Staff Present: Aimee Chambers and Vanessa Walton

I. CALL TO ORDER

Chair Sara Bronin called the meeting to order at 6:02 pm.

II. PUBLIC HEARING- Planning & Zoning Commission

- 52 a. **495-501 Flatbush Avenue (commonly known as Charter Oak Marketplace)-** Request
53 for Special Permit and Site Plan Review in accordance with Zoning Regulations Sections
54 1.3.3, 1.3.4, and 8.1.3.E for replacement of three existing wall signs and the installation of
55 one new wall sign, and site improvements related to upgrades and enhancements to the
56 Online Grocery Pickup program at Wal-Mart store, located in the MS-3 Main Street district
57 with Transit Overlay. Applicant: Wal-Mart Real Estate Business Trust; Owner: Flatbush
58 Charter Partners, LLC
59

60 Ms. Aimee Chambers, Director of Planning gave an overview of the report that was
61 distributed to the Commission prior to the meeting. She stated that she received a letter of
62 support from the South West NRZ.
63

64 There to represent the applicant was Attorney Amy Souchuns, of Hurwitz, Sagarin,
65 Slossberg & Knuff, LLC, along with Mr. Brad Cunnann of MASSA Multimedia Architecture
66 PC, and Mr. Jim Cranston, who each addressed the Commission. There were no comments,
67 or testimony from the public and the public hearing was closed.
68

69 Commissioner David McKinley made a **MOTION** to **APPROVE** the resolution as written
70 by staff, **Seconded** by Commissioner Melvyn Colón. The **resolution was APPROVED**
71 by a vote of **7-0**.
72

73 **PLANNING AND ZONING COMMISSION**
74 **SPECIAL PERMIT AND SITE PLAN REVIEW**
75 **STAFF RESOLUTION**
76 **495 Flatbush Ave. (501 Flatbush Ave., per Assessor)**
77 **June 16, 2020**

78 **Whereas,** The Planning and Zoning Commission (the “Commission”) has reviewed the petition
79 of Wal-Mart Real Estate Business Trust c/o John W. Knuff, Esq. of Hurwitz, Sagarin, Slossberg &
80 Knuff (the “Applicant”) requesting Special Permit and Site Plan approval in accordance with
81 Sections 1.3.3, 1.3.4, and 8.1.3.E of Zoning Regulations Last Amended June 5, 2020 (the
82 “Regulations”) for replacement of three existing wall signs and the installation of one new wall
83 sign, and site improvements related to upgrades and enhancements to the Online Grocery Pickup
84 program at Wal-Mart store on property that is identified by the City Assessor as 495 Flatbush Ave.
85 (Parcel ID 117-588-009) and 501 Flatbush Ave. (Parcel ID 140-588-001), (the “Property”); and
86

87 **Whereas,** The Property is located in the MS-3 Main Street zoning district with Transit
88 Oriented Development Overlay (“TOD”), where vehicle-oriented buildings and uses along
89 commercial corridors (such as the existing commercial center development that is located on the
90 Property) are permitted; and
91

92 **Whereas,** Pursuant to Section 8.1.3, subsections D and E of the Regulations, deviations from
93 sign standards for sign quantity, sign size, sign area, height, location on the building or site, or
94 placement on the building or site may be allowed for signage in the DT districts and/or TOD
95 pursuant to special permit review; and
96

97 **Whereas,** The Wal-Mart store has four public entryways on the front façade, and five existing
98 wall signs; and
99

100 **Whereas,** The Applicant proposes to replace three of the five existing wall signs, and to install
101 one new wall sign to denote the Online Grocery Pickup program; and
102

103 **Whereas,** The Commission finds that the proposed signage and site modifications are
104 consistent with the City of Hartford's comprehensive plan and in harmony with the Plan of
105 Conservation and Development entitled "Hartford City Plan" (the "POCD"); **Now Therefore Be It**
106

107 **Resolved,** That the Commission hereby approves the petition of Wal-Mart Real Estate Business
108 Trust c/o John W. Knuff, Esq. of Hurwitz, Sagarin, Slossberg & Knuff, and grants Special Permit
109 and Site Plan approval for new signage and site improvements, as depicted in the following plans
110 (collectively the "Submitted Plans"):

- 111 • Site plans entitled: "Walmart, Supercenter #5095-201, Hartford, Hartford County,
112 Connecticut," prepared by Bohler Engineering, dated 09/12/2019, consisting of 5
113 sheets;
- 114 • Site plans entitled: "Site Development Plans, Walmart Proposed Parking Lot
115 Improvements, 495 Flatbush Avenue, City of Hartford, Hartford County,
116 Connecticut, Parcel ID: 117-588-009," prepared by Bohler Engineering, dated
117 01/24/2020, last revised 04/17/2020, consisting of 6 sheets;
- 118 • Architectural drawings entitled: "Walmart Superbundle 2020, Hartford, CT, Store
119 No. 5095-201," prepared by Massa Multimedia Architecture, PC, dated 02/14/2020,
120 last revised 04/17/2020, consisting of 9 sheets (including Sheet A2 "Exterior
121 Elevations" and Sheet A2.1 "Exterior Signage").
122

123 **Resolved** this 16th day of June, 2020.
124
125

- 126 b. **200 Bloomfield Avenue, University of Hartford Main Campus (202 Bloomfield Avenue**
127 **per Assessor)** – Request for Special Permit and Site Plan Review in accordance with
128 Zoning Regulations Section 5.1.3.C.(2) related for construction of a new academic building
129 on the main campus of the University of Hartford with fewer windows than may be
130 permitted by zoning administrator, located on property in the MX-2 Multi-Use Mix district
131 with Campus Overlay. Applicant: Christopher Dupuis; Owner: University of Hartford
132

133 Ms. Aimee Chambers, Director of Planning gave an overview of the report and stated that
134 she received letters of support for the project from the Upper Albany NRZ and the Blue
135 Hills Civic Association.
136

137 The applicant, Mr. Christopher Dupuis along with Mr. Rich Sitnik and Mr. Peter Viera were
138 all present and they addressed the Commission. There were no comments or testimony from
139 the public and the Public Hearing was closed.
140

141 Commissioner Melvyn Colón made a **MOTION** to **APPROVE** the resolution as submitted
142 by staff, **Seconded** by Commissioner Gary Bazzano. The **resolution was APPROVED** by
143 a vote of **7-0**.
144

145 **PLANNING AND ZONING COMMISSION**
146 **STAFF RESOLUTION**
147 **SPECIAL PERMIT AND SITE PLAN REVIEW**
148 **200 Bloomfield Ave. – University of Hartford Main Campus**
149 **June 16, 2020**
150

151 **Whereas,** The Planning and Zoning Commission (the "Commission") has reviewed an
152 Application for Special Permit and Site Plan Review for construction of building facades on a new
153 academic building to be built at the University of Hartford Main Campus (the "Subject Building"),

on property that is identified by the City Assessor as 202 Bloomfield Ave., Parcel ID 102-001-001 (the “Property”), located in the MX-2 Multi-Use Mix zoning district with Campus Overlay; and

Whereas, On December 10, 2019 the Commission approved a Special Permit for Campus Master Plan, which depicted the Subject Building as Main Campus Building No. 5: New Academic Building; and

Whereas, On May 19, 2020 the Zoning Administrator approved an Application for Administrative Site Plan related to construction of the foundation only of the Subject Building, with conditions; and

Whereas, This application is before the Commission in accordance with Section 5.1.3.C.(2) of the City of Hartford Zoning Regulations Last Amended June 5, 2020; and

Whereas, The Commission finds that the application is consistent with the comprehensive plan and in harmony with goals within the Plan of Conservation and Development, entitled “Hartford City Plan,” to grow knowledge and workforce; **Now Therefore Be It**

Resolved, That the City of Hartford Planning & Zoning Commission hereby approves the petition of University of Hartford for a Special Permit and Site Plan Review related to construction of a new academic building at the University of Hartford main campus, as depicted on Exhibits A-I submitted with this application, prepared by Payette Associates, Inc., et.al., dated May 15, 2020, last revised June 11, 2020.

Resolved this 16th day of June, 2020.

- c. **457 Main Street (455-457 Main Street per Assessor, commonly known as Central Baptist Church)- Special Permit for Intermediate School**, in accordance with Sections 3.2.1.D. and 3.3.2E. to occupy a portion of the existing General Assembly use to operate Grace Academy Middle School, located in the DT-3 zoning district. Applicant: Matthew Fitzsimons; Owner: Central Baptist Church of Hartford.

Ms. Aimee Chambers, Director of Planning gave an overview of the report. She stated that she had not received a letter of support from the NRZ.

The applicant, Mr. Matthew Fitzsimons was present and he addressed the Commission. Also there to speak was Ms. Robin Zaleski, Chair of the South Downtown NRZ, who gave a verbal support for the School. She stated that she would provide a letter of support to Ms. Vanessa Walton, Clerk of the Commission via email for the records. Chair Bronin acknowledged the verbal support. There were no comments or testimony from the public and the Public Hearing was closed.

Commissioner Melvyn Colón made a **MOTION** to **AMEND** the resolution to change the number of children from 65 to 75, **Seconded** by Commissioner Gary Bazzano. The **AMENDED resolution** was **APPROVED WITH CONDITIONS** by a vote of **7-0**.

PLANNING & ZONING COMMISSION
STAFF RESOLUTION
Special Permit & Site Plan Review 457 Main Street
June 16, 2016

Whereas, The Planning and Zoning Commission (the “Commission”) has reviewed an Application by Matthew Fitzsimons of Grace Academy (the “Applicant”) requesting Special Permit and Site Plan Review for a new Intermediate School to be located within the Central Baptist Church, located on property that is identified by the City Assessor as 455-457 Main St., Parcel ID 247-453-205, (the “Property”);

Whereas, The Applicant proposes to use portions of the Basement, Second Floor, and Third Floor of the existing 4-story Civic Building for use by the Grace Academy Intermediate School, with remaining portions of the building to be retained for use by Central Baptist Church for General Assembly, or shared use; and

Whereas, The Applicant proposes to use Elm Street and a portion of the parking area located the adjacent property (identified by the City Assessor as 19 Elm St., Parcel ID247-453-202 and 247-453-203) for student pick-up/drop-off; and

Whereas, Grace Academy proposes to relocate from South Congregational Church, 277 Main St., to the Property in summer 2020 with 75 female students in grades 5-8, 12 Full Time faculty and staff, and 15 part time faculty and staff;

Whereas, Grace Academy proposes to operate a safe, highly-supportive learning environment with a Graduate Support Program, and 8:1 student to faculty ratio; and

Whereas, Pursuant to Section 3.2.1 of the effective City of Hartford Zoning Regulations Last Amended March 5, 2020 (the “Zoning Regulations”), Pre-K/Elementary/Intermediate Schools are permitted in the DT-3 district by Special Permit in compliance with procedures of Section 1.3.4 Special Permits and applicable use- specific conditions associated with the use and any requirements of the Special Permit; **Now Therefore Be It**

Resolved, That the Commission hereby approves the petition of Matthew Fitzsimmons of Grace Academy for Special Permit and Site Plan related to establishment of a Pre-K/Elementary/Intermediate School within the existing Civic Building located on the Property, as depicted on drawings entitled “Grace Academy, 457 Main St., Hartford, CT 06103,” prepared by Lifecare Design Inc., dated March 3, 2020, last revised May 13, 2020, consisting of three sheets (the “Site Plan Drawings”), and entitled “Grace Academy, 457 Main St., Hartford, CT 06103,” prepared by edm, et. al., dated April 7, 2020, consisting of 23 sheets (the “Architectural Drawings”), subject to the following conditions:

1. Prior to endorsement of final approved plans, the Applicant shall review the Building Gross Floor Area calculations contained in Table 2 “Zoning Information” on Sheet SP-1 Site Plan of the Site Plan Drawings for accuracy, and update areas accordingly. The Commission authorizes Planning Staff to approve up to 25% of the building to be used for Intermediate School.
2. The ratio of students to faculty shall not exceed 8:1, and the total number of students shall not

- 250 exceed 75.
- 251 3. Prior to issuance of the Certificate of Planning Compliance required for the Certificate of
- 252 Occupancy, the Applicant must obtain necessary approvals from building, fire, and/or health
- 253 officials authorizing use of kitchen appliances/facilities by the school, to satisfaction of
- 254 Planning Staff.
- 255 4. The “No Parking...” signs proposed on Elm St. shall indicate anticipated student drop-off and
- 256 pick-up times.
- 257 5. Site Plan Approval shall expire on June 16, 2025.
- 258

259 **Resolved** this 16th day of June, 2020.

260

- 261 d. **874-880 Park Street- Request for Zone Map Amendment** to change the zoning district of
- 262 the property from NX-3 to MS-1. Applicant/Owner: 874 Park Street, LLC
- 263 Ms. Aimee Chambers, Director of Planning gave an overview of the report and stated that as
- 264 of this date she had not received a Frog Hollow NRZ letter of support for this project. Chair
- 265 Bronin mentioned that the Frog Hollow was meeting at the same time of this public hearing.
- 266 As the Commission meeting progressed, Chair Bronin stated that she received confirmation
- 267 via text from the Mr. Aaron Gill, Chair of the Frog Hollow NRZ that they voted in voted of
- 268 the Zone Map Amendment.
- 269

270 The Applicant/Owner Mr. William Perry was present and he addressed the commission. There

271 were no comments or testimony from the public and the Public Hearing was closed.

272

273 Commissioner Gary Bazzano made a **MOTION** to **APPROVE** the Zone Map Amendment

274 from NX3 to MS-1, **Seconded** by Commissioner Melvyn Colón. The Zone Map Amendment

275 was **APPROVED** by a vote of **7-0**.

276

277 **PLANNING & ZONING COMMISSION**

278 **ZONE MAP AMENDMENT**

279 **STAFF RESOLUTION**

280 **874-880 Park Street**

281 **June 16, 2020**

282

283 **Whereas,** The Planning & Zoning Commission (“Commission”) has reviewed an application

284 for Zone Map Amendment to rezone a property identified by the City Assessor as 874-880 Park

285 Street, Parcel ID 204-420-076, (the “Property”), from the NX-3 Neighborhood Mix district to the

286 MS-1 Main Street district; and

287

288 **Whereas,** Main Street (MS) districts are intended to continue the traditional pattern of

289 traditional mixed-use main street development with ground floor storefronts in neighborhood

290 centers, at interior neighborhood nodes, and along major corridors; the MS-1 district is intended

291 along historic main streets and at neighborhood nodes, characterized by low-scale Storefront

292 Buildings fronting pedestrian-friendly sidewalks with ground stories containing a mix of retail and

293 service uses, while upper stories may include office and residential uses; and

294

295 **Whereas,** Neighborhood Mix districts include the most intensive mixes of residential building

296 types in a low-scale neighborhood setting; and the NX-3 Neighborhood Mix district is the most

297 intensive neighborhood mix district intended for residential buildings such as Apartment Buildings

298 and Stacked Flats; and

299

Whereas, The Property is adjacent to and across the street from other properties within the MS-1 district, and is located in the Frog Hollow National Historic District; and

Whereas, The City of Hartford Plan of Conservation and Development “Hartford City Plan” (the “POCD”) recommends the creation of create commercial nodes along Avenues such as Park St., and to improve availability of healthy food by increasing density to attract and support success of new medium and large-scale grocery stores; and

Whereas, The POCD also recommends the creation of 5,000 additional housing units throughout the City; and

Whereas, The Commission finds the proposed zone map amendment to be consistent with the POCD; **Now Therefore Be It**

Resolved, That the City of Hartford Planning & Zoning Commission hereby approves the petition of 874 Park Street, LLC c/o Zack Tagani, Member, for a Zone Map Amendment to rezone the Property from the NX-3 Neighborhood Mix district to the MS-1 Main Street district.

Resolved this 16th day of June, 2020.

- e. **408 New Britain Avenue- Special Permit for Beer/Wine/Liquor Sales**, in accordance with Sections 3.2.1.D. and 3.3.4.C. related to the relocation of NBA Discount Liquors on property identified by the Assessor as 408-414 New Britain Avenue, located in the MS-1 zoning district. Applicant: NBA Discount Liquors, LLC; Owner: Brothers Investment, LLC

Ms. Aimee Chambers, Planning Director gave an overview of the proposal and stated that she was in receipt of letters of support for the relocation from the Southwest and Behind the Rocks NRZ and Ms. Margarita Lopes-Torres, a neighbor.

There to address the Commission on behalf of the applicant was Attorney Ian Butler. The applicant from NBA Liquors was present as well. There were no comments or testimony from the public and the Public Hearing was closed.

Commissioner David McKinley made a **MOTION** to **AMEND** condition #3 to read as follows:

Existing signs and sign structures at 438 New Britain Avenue related to NBA Discount Liquors shall be removed prior to relocation and no prohibited signs shall be place on the new premises.

Seconded by Commissioner Melvyn Colón. The **AMENDED** resolution was **APPROVED WITH CONDITIONS** by a vote of **7-0**.

III. NEW/OLD BUSINESS

There was no new/old business to discuss

351 **IV. CHAIR'S REPORT**

- 352 **a.** Chair Bronin did not have a report for this meeting

353
354 **V. DIRECTOR'S REPORT**

- 355 **a.** Aimee Chambers, Director of Planning reported the following information
- 356 1. The May report of zoning permits and applications was not prepared in time for the
 - 357 meeting. Aimee will circulate the report to the commissioner's offline.
 - 358 2. Informed the Commission the Planning Division's new employee, Mr. Paul
 - 359 Bengston, who would be starting Monday, June 22, 2020 as a Principal Planner.
 - 360 3. Informed the Commission that of Ms. Paige Berschet (who had joined the
 - 361 commission meeting) would be working with the Planning Division.
 - 362 4. She also stated there would be some staffing changes with the addition.

363
364 **VI. Approval of the Minutes**

- 365 **a.** May 26, 2020 - Approved

366
367 **VII. ADJOURNMENT**

368 Chair Sara Bronin adjourned the meeting at 7:54 p.m.

369
370 *Please note: There are no digital recordings of this meeting as Webex experienced technical*

371 *issues during this meeting.*

372
373 **Respectfully Submitted by:**

374 **Vanessa Walton, Executive Assistant**

375

376