

**East Hartford Planning & Zoning Commission**  
**Hybrid-Teleconference Meeting**  
**April 10, 2024**

A Regular Meeting of the **EAST HARTFORD PLANNING AND ZONING COMMISSION** and was held via Microsoft "Teams" at Community Cultural Center 50 Chapman PL Auditorium, East Hartford CT – April 10, 2024.

**1. CALL TO ORDER**

Chair Ryan called the meeting to order at 7:10 PM.  
We have 7 voting members including alternate Jase Ramon Olavarria

**Present:**

John Ryan, Chair  
Peter Marra  
Henry Pawlowski – via Teams  
Stephen Roczynski  
Sidney Soderholm  
Wesaneit Tsegai – via Teams  
Jase Ramon Olavarria, Alternate – via Teams

**Absent**

Antonio Matta - excused

**Also Present**

Carlene Shaw, Town Planner  
Steve Hnatuk, Deputy Director of Planning Development

2024 APR 15 AM 9:46  
TOWN CLERK  
EAST HARTFORD

*Kelly Bildeau*

**REGULAR MEETING**

**2. NEW BUSINESS:**

**A. SITE PLAN APPLICATION:** Under Section 9.3 and 5.2; Application for a Site Plan for the demolition of the existing Pratt and Whitney OBB office building and the construction of a 313,000 square foot office building and associated improvements at 400 Main Street, as authorized under the Master Plan for the DDD-1 Zoning District.

Applicant: David Ziaks

Assessor's Map/Lot: 20/45

Application Documents: 400 Main Street Application Documents

David Ziaks Professional Engineer with F. A. Heaketh & Associates. Working with Pratt & Whitney for over 20 years. Also in attendance is Mark Allard with D Stone Water and online is Jay Skruggs- Architect, Jeff Bridgeman-Pratt & Whitney, Roger Kelman-Senior Project Engineer. Tied into the 2005 master plan. David Ziaks presents site plan for demolition of old building and

construction of new building. This is the next step in the modernization of Pratt & Whitney. Proposed parking does meet the zoning requirements. Truck deliveries will have to go to security check points. We have to submit to OSTA which is Office of the State Traffic Administration a completed traffic certificate for the entire campus. Every time you make a change you have to update the certificate. In the process of submitting that to the State; building foundation cannot start until that certificate is updated. Has no concerns with Staff recommendations and comments.

-Chair Ryan – When you receive the OSATA approval what is your timeline for demolition and rebuilding. We can start building the new building without taking the old one down, they will be running parallel with each other.

Thirty months total for completion of project.

-Com. Marra- building currently vacant.

Yes, will only be occupied by staff that was dispersed into other buildings.

-Com. Soderholm – number of employees? Will there be an increase in staff. Mark Allard states approximately 1200 employees. A lot of people were stuffed into other offices.

-Com. Soderholm question for staff-

Staff recommendation for improvement for landscape and accessible for bicycles and walking.

Carlene Shaw yes to include revision the section 7.12 into the motion.

-Com. Soderholm also this not a zoning issue but are solar panels in the plans? Mr. Ziaks states it is under review by RTX and under consideration.

-Com. Roczynski you have to go to OSTA for the certificate, can you start the demolition and new building without that? We can start the demolition. Starting project in September.

Chair asks commissioners on teams if they have any questions. No questions

Com. Roczynski – who owns the building?

Mark Allard we are leasing the 16 acres and the construction of the building from Pratt and then leasing it back to Pratt when completed.

Carlene Shaw read staff comments:

**Warren Disbrow, Assistant Town Engineer**

No engineering comments at this time.

**John Pelow, Fire Marshal:**

Fire access and site specific concerns shall be addressed during the Building Permit phase. Pratt & Whitney is actively coordinating with the Office of the Fire Marshal.

**Doug Wilson, Local Traffic Authority and Town Engineer:**

This project will use access points on State roads and will require approval of a modification to the major traffic generator certificate with the OSTA. LTA concurrence will occur when the traffic report is received from the OSTA.

**Milton Greg Grew, Building Official:**

I have reviewed the site plan and architectural drawings as presented for this phase of the building design. I see no issues that will pose a problem for building code compliance as the design progresses. A recommendation would be to have plans of the floors above the first floor, knowing they are schematic at this stage.

**Planning Staff Comments**

Planning Staff recommends approval of the Site Plan Application, with the conditions that the applicant revises the site plan to comply with Section 7.3 Landscaping & Screening and Section 7.12 Accessibility for People and Bicycles.

-Com. Roczynski- will you work with local unions or East Hartford residents for workers.  
Mark Allard yes working with Holder Contractor who works with Pratt and selecting sub-contractor list. Have received several phone calls for local companies, one being Manafort who has done work here.

-Com. Marra comments Manafort is the contractor for the Silver Lane project. Clarify that who owns the land. David Ziaks – lease from Pratt the 16 acres with a 48 year lease, completion of building, we own it, then lease back to Pratt the 16 acres and the building.

Motion: by Com. Soderholm and seconded by Com. Marra

MOTION TO APPROVE: Under Section 9.3 and 5.2; Application for a Site Plan for the demolition of the existing Pratt and Whitney OBB office building and the construction of a 313,000 square foot office building and associated improvements at 400 Main Street.

Applicant: David Ziaks

Assessor's Map/Lot: 20/45 Conditions of approval:

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. The Final Plans shall be revised to:
  - a. To incorporate the final Certificate of Approval.
  - b. Include additional landscaping along Runway Road and the Northern entrance drive with trees of at least 3 inch caliper to comply with standards outlined in the approved Master Plan.
  - c. Include additional internal parking lot landscaping to comply with standards outlined in the approved Master Plan.
  - d. Section 7.12 Accessibility For People and Bicycles According to Section 7.12 of the Zoning Regulations, bicycle parking facilities shall be provided at the rate of at least 1 bicycle parking place for every 20 parking spaces, or portion thereof, required by these Regulations. The submitted site plan does not include any bicycle parking facilities. For compliance with Section 7.12, the site plan shall be revised to include bicycle parking facilities to accommodate the parking of 67 bicycles.

**Conditions which must be met prior to the Issuance of a Certificate of Zoning Compliance:**

1. File a single paper copy and PDF copy of the Final Approved plans incorporating all necessary revisions with the Town Planner to review for conformance with this approval. Plans shall 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.

**Conditions which must be met prior to the issuance of a Final Certificate of Zoning Compliance** 1. The applicant shall submit a final A-2 grade as-built survey depicting all installed site improvements including structures, parking lots, pins and drainage with spot elevations. Performance bonding may be allowed by the Town for outstanding site improvements should a Certificate of Zoning Compliance be requested prior to site completion.

**Approved Plans:**

1. "RTX Material Samples", submitted by David Ziaks, submitted April 2nd, 2024.
2. "Site Plan Application Narrative- P&W Office Building", submitted by David Ziaks, dated February 29th, 2024.

3. "Pratt & Whitney Engineering/Office Building 400 Main Street East Hartford, Connecticut Site Plan Application", prepared by F.A. Hesketh & Associates, Inc., dated February 29th, 2024.
  4. "RTX Arch Rendering", submitted by David Ziaks, dated April 2nd, 2024.
  5. "Traffic Impact Statement Pratt & Whitney Office Building East Hartford, CT", prepared by F.A. Hesketh & Associates, Inc., dated February 29th, 2024.
  6. "Site Engineering and Drainage Design Report Pratt & Whitney Office Building Rentschler Field East Hartford, CT", prepared by F.A. Hesketh & Associates, Inc., dated February 29th, 2024
- Any Discussion? Hearing none.  
All in favor-aye. Opposed – none Abstentions –none Motion approved, vote 7-0.

**B. SITE PLAN MODIFICATION APPLICATION:** Under Section 9.3; Application for a Site Plan Modification for the construction of a +/- 10,000 square foot building to be used for four internal pickleball courts at 151 Roberts Street.

Applicant: Bret Bowin

Assessor's Map/Lot: 50/167

Application Documents: 151 Roberts Street Application Documents

TJ Brasse presented on behalf of Bret Bowin. Received approval back in October; plans have changed to a separate stand-alone building.

-Com. Marra-was there an issue with property lines? Remembers something about an easement to the parking lot.

-Com. Roczynski are there sidewalks on Roberts? Yes there are

Chair Ryan-are there any other questions?

-Com. Soderholm a question to Staff –do we still include condition for storm water with a sign and seal

-Com. Roczynski- any improvements to existing building? No

-Steve Hnatuk- site plan indicates parking, are you repaving? Yes, milling and repaving.

-Carlene Shaw will need to get full permission from the Fire Marshal

-Com. Soderholm-condition is written in draft motion, but are you asking for specific "Fire Emergency Access Plan"?

-Carlene Shaw-Yes

Carlene Shaw read:

**Milton Greg Grew, Building Official:**

Based on the architectural drawings revised 4/2/24, I have no objections to the application as submitted.

Motion: by Com. Soderholm and seconded by Com. Roczynski.

**MOTION TO APPROVE: SITE PLAN MODIFICATION APPLICATION:** Under Section 9.3; Application for a Site Plan Modification for the construction of a +/- 10,000 square foot building to be used for four internal pickleball courts at 151 Roberts Street.

Applicant: Bret Bowin

Assessor's Map/Lot: 35/21

**Conditions which must be met prior to the endorsement and filing of final plans:**

1. The Final Plans shall be revised to:

a. To incorporate the final Certificate of Approval.

- b. Include a sign and seal of a licensed professional in the State of Connecticut on the storm water report.
- c. Include the necessary Emergency Access Plan as requested by the Town of East Hartford Fire Marshal.
- d. The final plans, with all necessary revisions listed above shall be submitted to the Town Planner and Town Engineer for review and conformance with this approval.

**Conditions which must be met prior to the Issuance of a Certificate of Zoning Compliance:**

1. File a single paper copy and PDF copy of the Final Approved plans incorporating all necessary revisions with the Town Planner to review for conformance with this approval. Plans shall 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.

**Conditions which must be met prior to the issuance of a Final Certificate of Zoning Compliance**

1. The applicant shall submit a final A-2 grade as-built survey depicting all installed site improvements including structures, parking lots, pins and drainage with spot elevations. Performance bonding may be allowed by the Town for outstanding site improvements should a Certificate of Zoning Compliance be requested prior to site completion.

**Approved Plans:**

1. "151 Roberts Street East Hartford: Proposed Pickleball Courts Building Narrative", prepared by Michael D. Reiner, Esq., submitted March 12th, 2024.
2. "Revision to Approved Site Plan: Prepared for East Hartford Racquet Club 151 Roberts Street", prepared by Barresi Associates, LLC., dated March 26th, 2024.
3. "New Accessory Use Building & Relocated Infrastructure 151 Roberts Street, East Hartford, Connecticut, Site Description and Storm Water Narrative", prepared by Barresi Associates, LLC., dated March 26th, 2024.
4. "Pickleball Courts Building East Hartford Racquet Club 151 Roberts Street East Hartford, Connecticut", prepared by UR Form, LLC., dated April 2nd, 2024.

Discussion? None

All in favor-Aye Opposed – none Abstentions – none Motion approved, vote 7-0

**C. SITE PLAN MODIFICATION APPLICATION:** Under Section 9.3 and 3.2.I.; Application for a Site Plan Modification for the construction of a 40' by 8' cooler addition and associated improvements for a commissary kitchen located at 41 Cedar Street.

Applicant: JD Altobello Assessor's Map/Block/Lot: 6/71/83

Application Documents: 41 Cedar Street Application Documents

John Butler from Conversion Development Group. JD Altobello is online. I am working on the building. We are here before you to get approval to make the cooler a permanent structure.

-Chair Ryan- comments essentially this is a refer container turned into a cooler. There are shipping containers converted into coolers.

-Chair we have a regulation that can't have those for more than 7 days.

-Carlene Shaw comments converting to the cooler to mimic the building next to it.

- Chair Ryan comments you're essentially building a building around it.
- Carlene Shaw-enclosing the refrigeration unit; fence put up without permission must be removed currently located in the town right of way. Citing 8.5 zoning regulation. I've received revised plans late this afternoon, I was able to revise the draft motion, and it is what you have now in front of you. Will also build a dumpster pad and dumpster enclosure.
- Com. Marra-building being used now? It's a commissary to supply the restaurants.
- Com. Soderholm- Draft motion I have in front of me are dated March.
- Carlene Shaw if you want to revise the motion to updated plans of April 10<sup>th</sup>. Yes I have reviewed the site plan. So the approved plans are roughly the same four documents.
- Com. Roczynski – would it be unrealistic to table this so we can have time to read and review the site plan.
- Steve Hnatuk recommends Carlene update the motion with conditions to address fence and where refrigeration unit is going. Would also like to thank John Altobello for his quick response in applying for the site plan modification.
- Com. Soderholm- do you want to make a motion to table?
- Com. Roczynski-personally I think that we should wait until they have time to make the changes and we have time to review the updated documents.
- John Butler – Every day that goes by it does impact us there is a us, there if stuff with the town that we need approval; we cannot do anything else at this point. If there is a further delay it will set us back. My hope is that we get approved tonight with the conditions so that we can move forward and make the changes. Fencing is already being moved.
- Com. Marra agrees with Carlene and Steve. Small business is the backbone of East Hartford and people trying to improve their business.
- Chair are you going to make a motion?
- Com. Roczynski – not at this time.

Chair Ryan will entertain a motion.

Motion by Com. Soderholm and seconded by Com. Olavarria.

**MOTION TO APPROVE: SITE PLAN MODIFICATION APPLICATION:** Under Section 9.3 and 3.2.I; Application for a Site Plan Modification for the construction of a 40' by 8' cooler addition and associated improvements for a commissary kitchen located at 41 Cedar Street.  
Applicant: JD Altobello  
Assessor's Map/Lot: 6/71/83

**Conditions which must be met prior to the endorsement and filing of final plans:**

1. The Final Plans shall be revised to:
  - a. To incorporate the final Certificate of Approval.
  - b. Include a zoning compliance table
  - c. Include a cover page, an existing conditions page, and a proposed conditions page.
  - d. Remove the refrigeration container addition on the western side of the building.
  - e. Include the setbacks of the proposed refrigeration container addition on the eastern side of the building.
  - f. Comply with Sections 7.9 and 8.5 by relocating the location of the proposed fence to within the property's boundaries.

- g. The final plans, with all necessary revisions listed above, shall be submitted to the Town Planner and Fire Marshal for review and conformance with this approval.
2. The architectural plan shall be revised to:
- Eliminate the proposed addition on the western side of the building.
  - Include the correct cardinal directions.
  - Include color renderings and material specifications of the proposed addition on the eastern side of the building.

**Conditions which must be met prior to the Issuance of a Certificate of Zoning Compliance:**

- File a single paper copy and PDF copy of the Final Approved plans incorporating all necessary revisions with the Town Planner to review for conformance with this approval. Plans shall 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.

**Conditions which must be met prior to the issuance of a Final Certificate of Zoning Compliance:**

- The applicant shall submit a final A-2 grade as-built survey depicting all installed site improvements including structures, parking lots, pins and drainage with spot elevations. Performance bonding may be allowed by the Town for outstanding site improvements should a Certificate of Zoning Compliance be requested prior to site completion.

**Approved plans:**

- "Property of 41 Cedar Street, LLC East Hartford Connecticut", prepared by Swamp Yankee Survey, LLC., dated April 1<sup>st</sup>, 2024.
- "Square Peg Pizzeria at 41 Cedar Street Enlarges Plans and Elevations- Cooler Containers", prepared by Commercial Development Services Group, LLC., dated March 24<sup>th</sup>, 2024.
- "Narrative of Work Square Peg Pizzeria at 41 Cedar Street", prepared by Erin Butler, AIA, NCARB, dated April 9<sup>th</sup>, 2024.
- "Square Peg Pizzeria at 41 Cedar Street Perspectives of new cooler enclosure", prepared by Commercial Development Services Group, LLC., dated April 10<sup>th</sup>, 2024.

Any discussion? Hearing none,

All in favor- Ayes- John Ryan, Peter Marra, Hank Pawlowski, Sid Soderholm, Wes Tsegai and Jase Ramon Olavarria Opposed – none Abstentions –Steve Roczynski

Motion approved, vote 6-1.

**3. APPROVAL OF MINUTES**

**A. Planning and Zoning Commission Meeting Minutes – March 13th, 2024**

Motion to approve minutes of March 13, 2024 made by Com. Roczynski and seconded by Com. Pawlowski, with the following corrections. Spelling of CRCOG and spelling of Roman to Ramon, can omit in the future.

All in favor. Opposed-none Abstentions – none Motion approved, vote 7-0.

**B. Planning and Zoning Commission Special Meeting Minutes – March 13th, 2024**

Motion to approve minutes of Special Meeting Minutes of March, 13, 2024 made by Com. Roczynski as long as no corrections, seconded by Com. Soderholm.  
All in favor. Opposed – none Abstentions – none Motion approved, vote 7-0

#### **4. MISCELLANEOUS**

##### **A. Revised 2024 Meeting Schedule**

Motion by Com. Roczynski to accept changes for 2024 meeting schedule, seconded by Com. Soderholm.

All in favor. Opposed- none Abstentions – none Motion approved, vote 7-0

-Carlene Shaw states all meetings will remain at Cultural Center through June.

##### **B. Upcoming POCD Special Meetings- April 17th and May 15th at 7:00pm**

Steve Hnatuk will post the agenda with the meeting location.

##### **C. Discussion of topics for Town-sponsored Commissioner Training**

At request of some of the commissioners. Steve Hnatuk states that this is a good opportunity for training with the Town Attorney for new members. Discussion held on requirement training.

-Com. Roczynski – update on hotel on Roberts Street; completion date. Steve spoke with the owner, timeline to finish late summer this year. Looks significantly better.

-Com. Marra- nursing home next to Silver Lane Plaza any update

-Steve Hnatuk – they have a number of open permits that they're working to complete, going slowly

Any further questions?

-Com. Tsegai have they finished the Silver Lane plaza, any updates

-S. Hnatuk under demolition now, main building 2/3 done, other building still have tenants, town working selection of developer.

Any further questions?

-Com. Marra- any update on old Showcase Cinema site. Town granted an extensions to developer. Working to come to an agreement.

-Com. Roczynski-McCartin School being torn down, curious on being on the back burner.

-S. Hnatuk will have to update at a later date

#### **ADJOURNMENT**

Chair Ryan entertains a motion to adjourn.

Motion by Com. Roczynski to adjourn meeting, seconded by Com. Soderholm.

All in favor. Opposed – none Abstention – none Motion approved, vote 7-0

Meeting adjourned at 8:25PM.

Next Special meeting is April 17<sup>th</sup>, 2024 at 7:00 PM

Next meeting is May 8<sup>th</sup>, 2024 at 7:00 pm

Location Community Cultural Center Auditorium

Respectfully submitted,



Sana Hart, Clerk