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

MINUTES
November 9, 2016

The Planning & Zoning Commission held a Public Hearing at 6:00 p.m. on Wednesday, November 9, 2016 at the Plaza Level Conference Room of 260 Constitution Plaza, Hartford, CT 06103.

Attendance
Present: Chair Sara Bronin, Commissioners Sandra Bobowski, David Blatt, Melvyn Colon, Anthony Koos; Alternate Toni Gold
Absent: Aaron Gill, John Thomas, Anthony Shannon, Kristen Marcroft
Staff Present: Caitlin Palmer, Lisa Silvestri and Vanessa Walton

CALL TO ORDER
Chair Sara Bronin called the meeting to order at 6:04 pm and announce that Commissioner Gold would be voting on all of the items that would be discussed. Chair Bronin also announced that The City of Hartford’s Zoning Code has won it’s fifth (5th) award from the Connecticut American Planning Association Chapter for Transformational Zoning Code.

REGULAR MEETING
a. The Joint Inland/Wetland and Planning and Zoning Commission Yearly Schedule for 2017. The calendar reflects the Commissions regular schedule with the exception of the removal of the April 11th meeting to recognize Passover. There will only be one meeting in December of 2017. Commissioner Anthony Koos MOVED that the schedule be adopted as proposed, Seconded by Commissioner Sandra Bobowski. The Commission voted unanimously to APPROVE the 2017 Joint Inland/Wetland and Planning and Zoning Commission’s Yearly Schedule by a vote of 6-0.

PUBLIC HEARING
a. 748 New Britain Avenue – Special Permit application per Figure 8.2-A Permitted Sign Types by District of the City of Hartford Zoning Regulations to allow a monument sign in the NX-1 zoning
Let the record show that Commissioner Anthony Gill entered and would be seated to consider this item. Principal Planner Caitlin Palmer gave an updated overview. City staff recommended approval of the special permit application. The applicant, Jesse Roman, of Adams Ahern Sign Solutions was present to address and answer questions from the Commission. There were no other comments and the public hearing was closed. Commissioner Sandra Bobowski MOVED that the resolution be accepted as prepared by staff. Seconded by Commissioner Anthony Koos. The Commission voted unanimously to APPROVE the Special Permit by a vote of 7-0

CITY OF HARTFORD
PLANNING AND ZONING COMMISSION RESOLUTION
SPECIAL PERMIT
APPROVAL OF A MONUMENT SIGN IN AN NX-1 DISTRICT
748 NEW BRITAIN AVENUE
November 9, 2016

Whereas, The City of Hartford Planning and Zoning Commission has reviewed an application for a special permit to approve an approximately 48” high by 60” wide monument sign for an apartment complex in an NX-1 zoning district; and

Whereas, The proposed sign is allowed in the NX-1 district per Figure 8.2-A of the zoning regulations; and

Whereas, The proposed sign meets the general requirements of Monument Sign types per section 8.10; and

Whereas, The commission recently adopted regulations to expand where this sign type is allowed into certain zoning districts that are primarily residential and therefore made them subject to special permit review in order to better review proposed signs in context with their surroundings; and

Whereas, The applicant has taken staff and previous commission comments and has redesigned a sign that is smaller in scale and more appropriate in design and materials; Now Therefore Be It Resolved

Resolved, The City of Hartford Planning and Zoning Commission hereby approves a special permit to approve an approximately 48” high by 60” wide monument sign for an apartment complex in an NX-1 zoning district;

Now Be It Further

Resolved, This ninth day of November, 2016.
b. Continued – Proposed changes to the zoning regulations, relating to transportation shelters with all proposed changes shown in a document on file in the Office of the Town Clerk. Principal Planner Caitlin Palmer informed the Commission that she has reached out to CROG

The change for electric vehicles notes that 4.20.7.B. does in fact have use-specific conditions imposed on Level 1 and Level 2 charging stations. Regarding the transportation shelter line, see comments relating to 4.20.7.F. below. These shelters are only built where there is a concentration of uses and people; they are not and should not be built in the N residential districts.

4.20.7.F. [NEW]: “Transportation Shelter. A stand-alone, open-air structure with 3 vertically screened sides and a roof.

(1) The shelter shall have a minimum overhead canopy of 72 square feet with a minimum width of 6 feet, and such canopy must be waterproof with provisions for drainage away from waiting passengers and the boarding area.

(2) The shelter’s overhead canopy must have a minimum 2 foot clearance from the curb face, and a minimum 8 feet clearance between the underside of the roof and the sidewalk surface.

(3) Seating under the canopy must be provided for at least 4 people.

(4) The shelter shall display the owner’s name and a 24-hour telephone number for emergencies.

(5) The vertical screens on 3 sides of the shelter must keep a minimum 6-inch vertical clearance from the sidewalk to avoid collection of trash and debris, and must be shatterproof and fading-resistant.

(6) The shelter must have a minimum lighting level of 2 footcandles throughout the shelter. Externally illuminated, stationary signage may be allowed on one of the vertical screens at each shelter, subject to 8.1.8, provided, however, that no more than 15 shelters in the city shall have such signage.

(7) The shelter shall include a map of the applicable portions of the bus system.

(8) The exact location of any shelter and any illuminated signage must be approved by the department of public works in accordance with the preceding criteria and other relevant site conditions, including but not limited to the width of the sidewalk for which the shelter is proposed, the sight lines from nearby streets and driveways, the location of windows of adjacent buildings used for commercial purposes, and the locations of other nearby street furniture.”
CRCOG noticed that there were no provisions for transportation shelters, such as bus shelters, and requested that we allow them and make provisions for their use. The frequency provision in the main definition is related to the transit credit in 7.2.4.C. and ensures that an infrequently-used bus stop, serving only one line, will not be the location for a transportation shelter, because such a bus stop is unlikely to be located in a location that is dense enough to support a large encroachment. Other provisions draw from NACTO publications. The final location of any shelter, and any illuminated signage, must be approved by DPW.

Principal Planner Caitlin Palmer gave an overview regarding forthcoming meetings with DPW and recommended continuance of this item to the next scheduled P&Z meeting. There were no public comments and the public hearing was closed. Commissioner Sandra Bobowski MOVED that the proposed zoning regulation changes, as it relates to transportation shelters be continued. Seconded by Commissioner Anthony Koos. The Commission voted unanimously to CONTINUE the proposed zoning regulation changes, as it relates to transportation shelters by a vote of 7-0.

c. Continued - Proposed changes to the zoning regulations, primarily relating to household living and residential uses, with all proposed changes shown in a document on file in the Office of the Town Clerk.

These proposed revisions on the provisions related to household living in the Hartford zoning regulations respond to the shifting demographics and changing market demands in Hartford in the fifty years since the zoning regulations were last comprehensively adopted. Since those years, the size of the related, nuclear family has decreased, the so-called “sharing economy” has identified previously untapped market demand for short-term living arrangements, and there is an increased demand for intergenerational and age-in-place housing. These proposed revisions aim to accommodate these demographic and market shifts, while still protecting and even enhancing property values. It is the intent of these changes to preserve and maintain the character of existing single-family neighborhoods, by bringing uses that are already prevalent in these neighborhoods “into the light,” while placing strict controls on new arrangements.

1.6(1): Change the first portion of the definition of “Household” to: “One adult, together with up to 2 domestic employees; 2 or more adults, each related to the other by blood, marriage, adoption, custodianship, or guardianship, together with up to 2 domestic employees; or up to 3 adults (in total), of which at least one is unrelated to the others by blood, marriage, adoption, custodianship, or guardianship, living together as a household unit; and, for each of the preceding categories of adults, any minor children related to any adult in the household by blood, marriage, adoption, custodianship, or guardianship.”

There were no updates given by staff. Chair Sara Bronin presented written testimony that was read into the records from the following:
• WECA- West End Civic Association, requesting that the definition of Household be updated to allow an unmarried couple to form a legal household, signed by Mr. Kyle Berquist (on behalf of WECA).

• Mr. Kyle Berquist, (in his personal capacity), who wrote to request that the definition of household unit be removed noting that the definition was “fatally flawed.”

• Mr. Jeffrey W. Jahnke who requested that the Commission take the necessary time to fully explore and consider the incorporation of an Intentional Family Ordinance before casting final votes.

• An email from Masha Hughes, Research Analysis at the Center for Social Research at the University of Hartford who requested that the Commission support the Scarborough 11 and other families like theirs.

• Peter J. Mahoney of the Avon Planning and Zoning Commission

Vocal testimony was also heard by the Commission from following:

• Mr. Joshua Blanfield,
• Mr. Robert Miller
• Mr. Ken Lerman
• Mr. Jeff Talka,
• Mr. Jim Caslo
• Ms. Kate Bergren
• Mr. Mike O’Connell
• Councilman Larry Deutsch of the City of Hartford Council
• Ms. Kathy Kriskowski
• Mr. Casio
• Mr. Alden

Details of all testimonies written and heard are available at the Department of Development Services, Planning Division, 250 Constitution Plaza, 4th Floor, Hartford, CT upon request.

There were no other comments and the public hearing was closed. A MOTION was made by Commissioner Sandra Bobowski to accept the AMENDED Proposed Zoning Regulation Changes as it pertained to the definition of Household. to read as follows:

1.6(1): Change the first portion of the definition of “Household” to: “One adult, together with up to 2 domestic employees; 2 or more adults, each related to the other by blood, marriage, adoption, custodianship, or guardianship, together with up to 2 domestic employees; up to 2 adults; or up to 3 adults of which at least one is unrelated to the others by blood, marriage, adoption, custodianship, or guardianship, living together as a household unit; and, for each of the preceding categories of adults, any children related to any adult in the household by blood, marriage, adoption, custodianship, or guardianship.”
Seconded by Commissioner Toni Gold. The AMENDED Proposed Zoning Regulation Changes that pertained to the definition of household was APPROVED unanimously by a vote of 7-0.

**CHAIR’S REPORT**
There was nothing to report

**DIRECTOR’S REPORT**
There was nothing to report.

**NEW/OLD BUSINESS**
There was no new or old business to discuss

**MINUTES**
There were no minutes to approve

**ADJOURMENT**
Chair Bronin adjournd the meeting at 9:17 p.m.

Respectfully Submitted by:
Vanessa Walton, Executive Assistant