

**PLAN COMMISSION**  
**City of Hartford**  
**October 10, 2016**

PRESENT: Chairperson Michalak, Members Stapleton, Regan, Henke, Alderperson Liaison Jewell

ABSENT: Member Kuepper

ALSO PRESENT: City Planner Justin Drew

**Call to Order** – Chairperson Michalak called the meeting to order at 5:30 p.m. in the Common Council Chambers of Hartford City Hall, 109 N. Main Street.

**Minutes** – Motion by , second by approving the minutes of September 12, 2016. Motion carried.

**Appearances** – There were no appearances.

**Public Hearing for a Conditional Use Permit, 220 Union Street**

Chairperson Michalak opened the hearing and requested reading of the Public Notice. Mr. Drew read the notice and proceeded to the staff review. Hartford Historic Preservation Foundation has submitted a request for a Conditional Use Permit to allow this property to be used for ‘private events’, which include entertainment and hospitality uses such as small dinner parties, overnight stays and house tours. Staff is requesting that events be limited to no more than two per week and one per week on average. Mr. Drew noted that he has spoken with the applicants and they are amenable to the limit. Chairperson Michalak requested clarification on the 1/week and 2/week requirement. Mr. Drew explained that 1 per week would be the average number of events overall. Chairperson Michalak requested appearances in favor. Pat Frank, President of HHPF, spoke in favor of the conditional use. Chairperson Michalak requested appearances in opposition. Randy Krebs of 4871 Rolling Hills Drive indicated that as the owner of neighboring property he had a concern about ‘all night’ events such as bridal parties. Chairperson Michalak, after requesting final appearances, closed the hearing and requested discussion by the Plan Commission. Mr. Drew provided information on Mr. Krebs’ concern, stating that the ‘inn’ type uses will be limited to those clients using the Chandelier Ballroom, and the intention is not to turn the venue into an all-night ‘party place’. Mr. Drew explained the power of a conditional use permit to monitor and enforce; if issues arise the conditional use permit will be brought back for review by the Plan Commission. Chairperson Michalak noted that the overnight use is an ‘a la carte’ item, not automatically part of a Chandelier Ballroom package. Member Stapleton asked if the HHPF has established guidelines for the use of 220 Union Street. Mr. Drew explained that the foundation is working on guidelines and requirements and the City will request to review them. Member Henke added that the foundation’s intent is to have someone from the Chandelier present at all times. He also noted that the inn function of the property will probably not happen

in the near future. Chairperson Michalak requested further discussion and hearing none requested a motion to approve the conditional use. Motion by Jewell, second by Regan to approve the conditional use. Chairperson Michalak requested further discussion. Alderperson Liaison Jewell asked attendee Randy Krebs if he was satisfied with the information. Mr. Krebs stated that he was not and listed reasons. Chairperson Michalak reminded Mr. Krebs that discussion with members could not take place. Mr. Krebs continued to explain his opposition, including lack of definitive answers and concern about noise. Member Henke noted his membership on the HHPF board and indicated that he would be abstaining from the vote. Motion carried with one abstention.

**Site Plan Review, Grand Avenue Dental Care, 1163 Grand Avenue**

*Executive Summary Review:*

The existing 3,364 square foot building is zoned B-5 Highway Business District. A 1,533 square foot addition is proposed. The addition would be located behind the building and allows for the creation of three treatment rooms, a lab, bathroom, locker room and staff lounge. A crawl space under the proposed addition will allow for storage. Exterior will match existing building, with stone wainscoting and hardi-plank siding. No new parking is proposed or required. The proposed addition meets all setback requirements. City sanitary sewer and water are not available to this property, and electric service is provided by WE Energies. Landscaping includes 16 additional ornamental plantings on the south side of the addition. Planning Staff recommended approval.

*Plan Commission Discussion, Grand Avenue Dental Care Site Plan:*

Mr. Drew reviewed the executive summary. Chairperson Michalak requested discussion. There was no discussion. Motion by Henke, second by Stapleton to approve the Site Plan for Grand Avenue Dental Care. Motion carried.

**Review of the Certified Survey Map for Lots 1 & 2 of a Parcel Located in the Southeast Quarter of Section 18 at the Current Terminus of Liberty Avenue**

*Executive Summary Review:*

The Common Council approved the Annexation Petition and assigned a temporary zoning of Rm-3 in July, 2016. The Plan Commission approved a Conditional Use Permit for a Planned Unit Development (PUD) in August and approved a site plan for 84 units in seven buildings in September. The certified survey map consists of two lots. Lot 1 of the proposed CSM measures 228,807 square feet (5.25 acres); Lot 2 measures 408,963 square feet (9.39 acres). Rm-3 zoning requires a minimum area of 3,111 square feet per dwelling unit and a width of not less than 100 feet at the building setback line. Lot 1 would have 9,528 square feet per dwelling unit and Lot 2 would have 6,817 square feet per dwelling unit, thus meeting City requirements. The area between the two lots will be dedicated to the public for roadway purposes as Liberty Avenue extended. The Liberty Avenue Right-of-Way extension is proposed as a 66-foot wide ROW, matching the width of the existing Liberty Avenue ROW. Sanitary Sewer and water main utility easements meeting City requirements are shown on the CSM. A stormwater access easement meeting City requirements is shown on the CSM. The Developer and Hartford Electric are still working on the electric distribution design plan. The Development agreement calls for a 10 foot-wide pedestrian easement along the northwestern edge of the Development between the Liberty

Avenue Right-of-Way and the Rubicon River Trail. As a result, Hartford Electric easements and the trail easement will need to be created as part of a separate agreement. Planning staff recommended approval.

*Plan Commission Discussion, Liberty Avenue Certified Survey Map:*

Mr. Drew reviewed the executive summary. Chairperson Michalak asked for discussion. Member Regan asked if the separate documents (agreements) will come before the Plan Commission. Mr. Drew stated that they would be reviewed at the staff level. Motion by Henke, second by Jewell to approve the Liberty Avenue Certified Survey Map. Motion carried.

Mr. Drew noted that the ‘Appearances’ section of the meeting had been missed. Chairperson Michalak requested appearances. There were no appearances.

**Adjournment** – Motion by Jewell, second by Henke to adjourn meeting. Motion carried. Meeting adjourned at 5:49 p.m.

Respectfully submitted,  
Justin Drew, City Planner

Compiled by Char Smelter, Planning Secretary