

**SUFFIELD ZONING AND PLANNING COMMISSION
MINUTES OF REGULAR MEETING
December 21, 2009**

Present: Frank E. Bauchiero, Jr., Chairman
Chester Kuras, Vice Chairman
Frank Ravenola, Secretary
Glen Vincent
Eleanor Binns
John Murphy
Mark Winne, Alternate –*Arrived at 7:06 p.m.*

Absent: Charles Sheehan, Alternate
Gerry Turbet, Town Engineer

Also Present: Bill Hawkins, Town Planner
Jim Taylor, Zoning Enforcement Officer
Karen Doyon, Administrative Secretary

I. ROLL CALL

Chairman Bauchiero called the meeting to order at 7:01 p.m. during which time he asked the Administrative Secretary to take a silent roll call.

II. ELECTION OF OFFICERS

Chairman Bauchiero asked for a motion to elect a chairperson for the next two years. Mr. Ravenola made the motion to reelect Mr. Bauchiero for an additional two-year term, seconded by Mr. Vincent. With no discussion the motion was approved unanimously 6-0-0.

Chairman Bauchiero asked for a motion to elect a vice chairperson for the next two years. Mr. Ravenola made the motion to reelect Mr. Kuras for an additional two-year term, seconded by Mr. Murphy. With no discussion the motion was approved unanimously 6-0-0.

Chairman Bauchiero asked for a motion to elect a secretary for the next two years. Mr. Kuras made the motion to elect Mr. Ravenola secretary for a two-year term, seconded by Mr. Murphy. With no discussion the motion was approved unanimously 6-0-0.

Chairman Bauchiero asked for a motion to ratify the By-Laws for the next two years. Secretary Ravenola made the motion to ratify the By-Laws for the next two years without any changes, seconded by Mr. Vincent. With no discussion the motion was approved unanimously 6-0-0.

After a brief discussion, it was agreed that the motion to elect a representative to CRCOG is to be tabled to next month's regular meeting. Chairman Bauchiero asked for a motion. Secretary Ravenola made the motion to table the election for a representative to CRCOG until the January 25, 2010 regular meeting, seconded by Mr. Vincent. With no discussion the motion was approved unanimously 6-0-0.

Chairman Bauchiero read into the record the voting members for Decembers' meeting, then handed the floor over to Secretary Ravenola. Secretary Ravenola read the Legal Notice that was published in the Hartford Courant on December 10, 2009 and December 17, 2009.

III. PUBLIC HEARING

File # 65-2009: Request from the Zoning and Planning Commission to add a new section to the Zoning Regulations, Section V. U. “Adaptive Reuse Regulations”. Chairman Bauchiero handed the floor over to Mr. Hawkins for his report on the application. Mr. Hawkins reported that staff requires more time to review and make the recommended changes offered by the Commissions Attorney, and more time to resubmit those changes to the Capitol Region Council of Governments [CRCoG]. Mr. Hawkins respectfully submitted a request to withdrawal the application until further notice. Chairman Bauchiero asked for a motion. Secretary Ravenola made the motion to accept the withdrawal and close the public hearing for File # 65-2009: request to add Section V. U. “Adaptive Reuse Regulations” to the Zoning Regulations until further notice, seconded by Mr. Vincent. With no discussion the motion was approved unanimously 6-0-0.

IV. OLD BUSINESS

File # 64-2009: Special Permit Request from Jack R. Arute III, for an Equestrian Centre located at 1125 Mountain Road, West Suffield, Map 23, Block 24, Lot #10. Applicant: Jack R. Arute III. Chairman Bauchiero asked Mr. Murphy and Ms. Binns to abstain from voting because they were not sworn-in officials during the opening of the public hearing. The Chair reported that without their votes they have enough members for a quorum. Chairman Bauchiero asked Secretary Ravenola to read into the record a letter submitted by applicant Jack R. Arute, dated December 15, 2009, requesting a withdrawal of his application. Chairman Bauchiero asked if there were any questions, with none, he asked for a motion. Mr. Vincent made the motion to accept the withdrawal and close the public hearing for File # 64-2009: special permit request for an Equestrian Centre located at 1125 Mountain Road, seconded by Secretary Ravenola. With no discussion the motion was approved unanimously 4-0-2.

V. INFORMAL DISCUSSION

Chairman Bauchiero handed the floor over to Glen Chalder of Planimetrics. Mr. Chalder introduced Emily Leveille a student of the University of Massachusetts who has been assisting Glen with the public meetings and providing overall project advice for updating the PoCD. Mr. Chalder thanked the Commission for their time then discussed in detail the report outlining the information gathered at the first public workshop held in November. Mr. Chalder periodically answered questions the Commission had and discussed their concerns during his dialogue. [The report will be available on the Town website the week of 12.28.09.] Mr. Chalder stated that he could be reached at anytime to answer future questions or go over any concerns.

VI. REPORTS

Chairman- Chairman Bauchiero read into the record a letter written by Mr. Charles Alfano Jr., dated December 8, 2009 resigning himself from the Town Center Village District Design Review Board. After which Chairman Bauchiero asked Mr. Taylor for a report. Mr. Taylor reported that Matt. Falkowski was the best candidate in line for replacement, not only because of his credentials, but also because his attendance is good. Ms. Binns asked if any of the other members eliminated in September had been considered for his replacement. With nothing further, Chairman Bauchiero asked for a

motion. Secretary Ravenola made the motion to reappoint Mr. Matt Falkowski to the Town Center Village District Design Review Board, seconded by Mr. Vincent. With no discussion the motion carried 5-0-1. [Ms. Binns abstained.]

Town Planner- Mr. Hawkins asked the Commission if they wanted to do an online survey for the people of Suffield to give input and/or respond to the updating of the PoCD. It was discussed that any open-ended questions could be answered by email verses an online survey at this time, and that posting the report by Planimetrics on the Town website would give residents a good starting point. Questions related to this report should be directed to the Town Planner at bhawkins@suffieldtownhall.com .

VII. MINUTES-November 16, 2009, Regular Meeting Minutes

Chairman Bauchiero asked if there were any changes or comments to the November 16, 2009 minutes. With none, he asked for a motion. Secretary Ravenola made the motion to approve the November 16, 2009 meeting minutes without any changes, seconded by Mr. Vincent. Motion carried unanimously 6-0-0.

VIII. ADJOURNMENT

With nothing further, there was a motion and seconded to adjourn the December 21, 2009 meeting at 7:58 p.m. Motion carried unanimously 6-0-0.

Respectfully Submitted,

Francis Ravenola, Secretary

cc: Assessor, Building Official, Conservation Commission, Economic Development Director, Selectmen, Town Clerk, Town Engineer, Zoning Enforcement Officer, Commission Counsel, File