

**SUFFIELD ZONING AND PLANNING COMMISSION
MINUTES OF REGULAR MEETING
JANUARY 25, 2010**

Present: Frank E. Bauchiero, Jr., Chairman
Chester Kuras, Vice Chairman
Frank Ravenola, Secretary
Glen Vincent
John Murphy- *Arrived at 7:07 p.m.*
Ellie Binns- *Arrived at 7:35 p.m.*
Mark Winne, Alternate
Gina Pastula, Alternate

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 7:02 p.m. during which time he asked the Administrative Secretary to take a silent roll call. There was no legal notice to read into the record. Chairman Bauchiero introduced and welcomed Gina Pastula, recently appointed to the Commission as an Alternate to replace Mr. Jeffrey Carboneau.

II. ELECTION OF CRCoG REPRESENTATIVE

Mr. Carboneau a past member and representative to the Capital Region Council of Governments [CRCoG] resigned from the Commission in June of 2009. Mr. Sheehan, in a previous meeting volunteered to be ZPC's representative but needed to check with legal counsel first to see if he would have a conflict of interest with work. Mr. Taylor reported that Mr. Sheehan did in fact check with legal counsel and was very much interested in the opportunity. Mr. Sheehan was not able to attend this evenings' meeting but had reiterated on the phone to staff that he is still interested. Chairman Bauchiero asked for a motion. Secretary Ravenola made the motion to elect Mr. Sheehan to be the Suffield Zoning and Planning Commission representative to the Capitol Region Council of Government's Regional Planning Commission, seconded by Mr. Vincent. Motion carried unanimously 4-0-0.

III. NEW BUSINESS

File # 66-2009: Site Plan Modification request from Miller Industrial Gas for development of a 1,645 S.F addition to the existing facility [phase I], and to demolish the current residential house and reconstruct a 1,740 S.F. building/addition [phase II], located on South Street [Route 75]; Map 29H, Block 37, Lot 17. Applicant. Dave Miller. Chairman Bauchiero asked the members if they were familiar with the site, then asked Mr. Hawkins for a report. Mr. Hawkins reported that Conservation

has not yet approved the application [*scheduled with Conservation on January 26, 2010*] and recommends the Commission table it to February. Chairman Bauchiero asked for a motion. Mr. Vincent made the motion to table File # 66-2009 site plan modification request from Miller Industrial Gas to the February 22, 2010 meeting date, seconded by Secretary Ravenola. Motion carried unanimously 4-0-0.

File # 67-2010: Special Permit Application from Arcor Group, LLC to construct a 12,000 S.F. office/manufacturing facility, located at the intersection of Kenny Roberts Memorial Drive, Spencer Street and South Street [Route 75]; Map 30, Block 24, Lot #62-8. Applicant, Arcor Group, LLC. Chairman Bauchiero asked Mr. Hawkins for his report. Mr. Hawkins reported that other than File # 66-2009, nothing else was on the agenda for February and that the special permit application should be accepted. Chairman Bauchiero asked for a motion. Secretary Ravenola made the motion to accept File # 67-2010 and set the public hearing date for February 22, 2010, seconded by Mr. Vincent. Motion carried unanimously 5-0-0.

File # 68-2010: 8-24 Report requested by Patrick McMahon, Director Economic and Community Development for a new cell tower for Verizon Wireless, located on the western end of Bruce Park to the rear of Spaulding School. Chairman Bauchiero handed the floor over to Patrick McMahon, Director of Economic Development to present the 8-24 Report request for a new cell tower for Verizon Wireless. Mr. McMahon reported that Verizon came to Suffield after looking at alternate sites to install a new 130' cell tower for coverage in a portion of West Suffield [*western end of Bruce Park to the rear of Spaulding School*]. In accordance to the CGS §8-24, the Board of Selectman recommends the ZPC file a report because the project entails the leasing of Town-owned land. Mr. McMahon read from the details of his report dated January 20, 2010, which included; background details, discussion/analysis details, the financial impact, and other board action[s] and recommendations involved with this request. During which Mr. McMahon and Mr. Taylor answered some questions and concerns regarding the gravel access drive and maintenance, and construction time from start to finish. The Commission discussed staking out the access drive and tagging specific trees is so they are not cut down during construction, and briefly spoke about utilities and the access easement. With nothing further, Chairman Bauchiero asked the members for a motion. Secretary Ravenola made the motion to approve File # 68-2010 in which the Zoning and Planning Commission recommends the leasing of Town-owned land in Bruce Park with associated access and utility easements to Verizon Wireless for the construction a new cell tower to improve coverage in the community, seconded by Mr. Vincent. Motion carried unanimously 6-0-0.

File # 69-2010: Request from ZPC to amend the zoning regulations, Section V. F. [2.], [a.], [c.], [e.], [g.], [j.], Assisted-Living and Personal-Care Facility, Convalescent and Nursing Homes. Chairman Bauchiero turned the floor over to Bill Hawkins to explain the proposed text amendment. Mr. Hawkins stated that this proposed amendment to the regulations stems from discussions with the owner of 82 North Main Street and the Continuing Care Retirement Community (CCRC) they would like to build there. Mr. Hawkins reminded the Commission that this project was presented to them around six months ago on an informal basis. The developer recently purchased the property and is still interested in pursuing the CCRC project in the Town Center Village District zone (TCVD). Mr. Hawkins explained that assisted living and personal-care facilities are an allowed use in the TCVD zone. However, the regulations for these facilities are directed toward parcels of land in residential zones away from the center of Town in terms of the minimum lot size required and maximum density allowed. The CCRC

that would be proposed is designed to be within the center of town. Mr. Hawkins reminded the Commission that the TCVD was developed to promote increased density in the Town Center which would create a more vibrant area where people are able to walk to the shops and services they might need. The proposed text amendment would allow a higher density for this type of use in the TCVD.

Mr. Hawkins went on to explain that he set up an informal meeting on January 19, 2010 between the Heritage Committee, Design Review Board, and Historic District Committee so that they would be able to review and comment on the potential CCRC. He explained that the developer has several steps to go through before they could make a formal application to the Commission but that this text amendment would need to be in place before they could make an application. He recommended that if the Commission were inclined to accept the application for this text amendment, they could set the public hearing for the March 15, 2010 regular meeting so the developer could come in to the February 22, 2010 meeting on an informal basis to explain the potential project and the need for the amendment. With nothing further, Chairman Bauchiero asked for a motion. Secretary Ravenola made the motion to accept the application for File # 69-2010, the request from ZPC to amend the zoning regulations, Section V. F. [2], [a], [c], [e], and [j], seconded by Mr. Vincent. Motion carried unanimously 6-0-0.

IV. OLD BUSINESS

File # 25-02: Request of Briarwood Homes, Inc., to release the final 10% maintenance bond of \$100,000 for Silver Creek Crossing [Clay Creek Drive, Windbrook Drive and Cedar Crest Lane]; Map 34, Block, 40, Lot 15. Bill Hawkins read into the record a memo written by Gerry Turbet, Town Engineer dated January 21, 2010, which explained that the work is done and the roads have been accepted. The memo is in response to the request of the Developer recommending that the Commission release the 10% Maintenance Bond of the \$100,000. Chairman Bauchiero asked if there were any questions, with none, he asked for a motion. Secretary Ravenola made the motion to approve File # 25-01 request of Briarwood Homes, Inc., to release the final 10% maintenance bond of \$100,000 for Silver Creek Crossing, seconded by Mr. Vincent. Motion carried unanimously 6-0-0.

V. REPORTS

Chairman- None

Town Planner- Mr. Hawkins reported that Planimetrics reviewed the draft PoCD and informed Mr. Hawkins that the plan is very close to being ready to bring it before the public. Mr. Hawkins recommends scheduling workshops in order for the Commission to make a final review of the draft. It was agreed that a work session would be scheduled for February 10, 2010, with the location to be announced at a later time. With nothing further Chairman Bauchiero asked Mr. Taylor if he had anything to add. Mr. Taylor responded, no.

VI. MINUTES – December 21, 2009, Regular Meeting Minutes

Chairman Bauchiero asked if there were any changes to the December meeting minutes. With none the Chair asked for a motion. Secretary Ravenola made the motion to approve the December 21, 2009 meeting minutes without any changes, seconded by Mr. Vincent. Motion carried unanimously 6-0-0.

VII. ADJOURNMENT

Secretary Ravenola made the motion to adjourn at 8:09 p.m., seconded by Mr. Kuras. 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