

**SUFFIELD ZONING AND PLANNING COMMISSION
MINUTES OF REGULAR MEETING
FEBRUARY 28, 2011**

Present: Frank E. Bauchiero, Jr., Chairman
Chester Kuras, Vice Chairman
Frank Ravenola, Secretary
Glen Vincent
John Murphy
Ellie Binns
Mark Winne, Alternate

Absent: Gina Pastula, Alternate
Charles Sheehan, Alternate

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

The proceedings from the meeting were voice recorded.

I. ROLL CALL

Chairman Bauchiero called the meeting to order at 7:00 pm and asked the Administrative Secretary to take a silent roll call. Chairman Bauchiero asked Secretary Ravenola to read the legal notice that was published in the Hartford Courant on February 17, 2011 and February 24, 2011.

II. PUBLIC HEARINGS

File # 2011-1: Request from 343 Boston Neck Road, LLC for a four [4] lot subdivision “Meadow Lane” located at 343 Boston Neck Road; Map 45H, Block 48, Lot# 8. Jonathan Vosburg, Homebuilder and owner of Roswell Associates, Inc., Bloomfield introduced himself as the applicant and gave his credentials. Mr. Vosburg seeks approval for a four [4] lot subdivision [Meadow Lane] located on the west side of Boston Neck Road. Mr. Vosburg is proposing to build raised ranch style homes, approximately two thousand [2,000] square feet, including a two [2] car garage. He showed a rendering of the floor plan and exterior on the easel. With nothing further Mr. Vosburg asked Mr. Barresi to continue.

TJ Barresi, P.E. of Ed Lally & Associates, Windsor introduced himself and stated that he represents Roswell Associates, Inc. Mr. Barresi reported that the proposed four [4] lot subdivision is located south of Southfield Auto, Map 45H, Block 48, Lot # 8, zoning district R-25, total parcel area 4.853 acres. Mr. Barresi reported that after the field survey the proposed subdivision takes on a rectangular shape with three [3] wetland pockets totaling 1.033 acres. Mr. Barresi reported that Soil Science & Environmental Services, Inc. located and flagged the wetlands in the field, which was mapped by Ed Lally and Associates, Inc. Mr. Barresi reported after meeting with Zoning and Planning Staff it was determined

that a fee-in-lieu of open space, of \$3,000 per lot shall be provided to the Town of Suffield at the time of the sale of each lot. Mr. Barresi briefly discussed existing grading and drainage including a 12 inch drain pipe, which is proposed to have a twenty-five [25] foot drainage right-of-way and the fifty [50] foot agricultural buffer located rear [north west] of the proposed lots. Mr. Barresi reported that the proposed four [4] lots are frontage lots with individual driveways, served by public sewer and public water; he added that utilities would be served underground with no wetland impact. He reported receiving all the approvals necessary to go forward. Mr. Barresi briefly discussed construction impact for earth removal. Mr. Barresi reported that his client requests waivers for sidewalks along Boston Neck Road, curbs and gutters along Boston Neck Road, standard pavement cross-section for Boston Neck Road, standard drainage on Boston Neck Road and street lights on Boston Neck Road. On behalf of his client Mr. Barresi reported that the plans were revised to show a [50] foot agricultural buffer located north and west. Mr. Barresi requested, to set a Bond for the installation of property corners consisting of eleven [11] iron pins with four [4] iron pins to be set at the corners of the drainage easement to be deeded to the Town and one Town standard concrete merestone to be set to replace the existing broken merestone in the street line of Boston Neck Road.

Secretary Ravenola asked how close the proposed house [Lot 4] would be to the abutter north [Auto Sales]. Mr. Barresi responded. Mr. Murphy asked for an explanation of the standard drainage within the standard cross road section. Mr. Turbet responded. Chairman Bauchiero asked if there was drainage on the same side of the proposed subdivision, Mr. Turbet said, no, than explained the flow of drainage. With nothing further the Chair asked Mr. Hawkins to read his report.

Mr. Hawkins read his report dated 2.24.2011 addressed to the Zoning and Planning Commission. Mr. Hawkins reported that he reviewed the application in its entirety, approvals received to date and the waiver requests. Mr. Hawkins reported that he had a staff meeting with the applicant and their engineer to review the plans. He reported that a field inspection took place on 2.22.2011. Mr. Hawkins then reported on the following:

- **Existing Conditions**
- **Proposed Conditions**
 - Lot Configuration
 - Open Space
 - Utilities
 - Waivers
 - Drainage, Driveways, & Sight Distance
- **Analysis**
 - Lot Configuration
 - Open Space
 - Street Trees
 - Agricultural Buffer
 - Aircraft Noise
 - Waivers
 - Plan of Conservation and Development
- **Considerations**

Secretary Ravenola had concerns about the soil conditions and life expectancy of the proposed plantings of Crimson Maple trees with Chairman Bauchiero agreeing. Secretary Ravenola reported that Stony Brook Subdivision planted Crimson Maples and the trees, due to soil conditions, did not survive. A brief discussion followed [the plans call for Crimson Maple or equal]. With nothing further, the Chair asked Mr. Turbet to read his report.

Mr. Turbet read his report dated 2.23.2011 addressed to the Zoning and Planning Commission. Mr. Turbet reported that a preliminary meeting was held between staff, engineer and applicant at the ZPC office on 2.11.2011. He reported that the latest plan set [dated 2.17.2011] incorporates recommendations discussed at the meeting. Mr. Turbet reported reviewing all submittals. Mr. Turbet then reported on the following:

- **Field Inspection**
- **Subdivision Plan**
- **Driveways**
- **Drainage and Grading**
- **Water Supply and Sanitary Sewer**
- **Waivers**
- **Bond Request**
- **Conclusion**
- **Recommendations**

Chairman Bauchiero asked if there were any questions. With none Chairman Bauchiero opened it up to the public for those who wished to speak in favor of the application. With none, the Chair asked for those who wished to speak in opposition to the application. With none, the public hearing was closed at 7:30 p.m.

III. NEW BUSINESS

File # 2011-2: Special Permit request from Susan Yates for a Bed & Breakfast located at 3750 Mountain Road, West Suffield, Map 5H, Block 1, Lot # 168. Mr. Hawkins reported that the application is complete and recommended setting the public hearing for March. Secretary Ravenola made the motion to accept File # 2011-2; special permit request from Susan Yates for a Bed & Breakfast located at 3750 Mountain Road and set the public hearing date for 3.21.2011, seconded by Mr. Vincent. Motion carried unanimously 6-0-0.

File # 2011-3: Request from Board of Selectman for 8-24 Report (s) for three projects, paving of seven miles of Town roads, renovations for the Town Hall building and the construction of a new library on the site of the Bridge Street School. Mr. Hawkins gave a brief overview of what will be renovated at the Town Hall. Mr. Turbet gave a brief overview regarding proposed repairs to roads under the bond package. Mr. Hawkins gave a brief overview of the library project and its proposed site at the Bridge Street School property. Mr. Hawkins explained to Chairman Bauchiero that if the Commission wishes to approve the resolutions, each item shall be voted on separately. There was a brief discussion regarding the proposed addition to the Town Hall, and the site location for the new library. With nothing further Chairman Bauchiero asked for a motion.

Secretary Ravenola made the motion to approve File # 2011-3, Suffield Town Hall Renovation and Improvements and resolved, that the Zoning and Planning Commission of the Town of Suffield approves the following project pursuant to Section 8-24 of the General Statutes of Connecticut: Renovation and improvements to the Suffield Town Hall, contemplated to include replacement of heating, ventilation and air conditioning system, removal and replacement of non-ADA compliant bathrooms on ground floor, renovations and improvements to address ADA and building code compliance issues, removal and replacement of asbestos floor tile and pipe insulation, improvements to address office layout for better public access, and related renovation, improvements and other work, seconded by Mr. Vincent. Motion carried unanimously 6-0-0.

Secretary Ravenola made the motion to approve File # 2011-3, Road and Drainage Improvements and resolved, that the Zoning and Planning Commission of the Town of Suffield approves the following project pursuant to Section 8-24 of the General Statutes of Connecticut: Road and drainage improvements to approximately seven miles of roads, contemplated to be carried out on all or portions of the following roads: Randall Drive, Fairhill Lane, Longview Drive, Suffield Meadow Drive Extension, Warnertown Road, South Grand Street, Brookside Drive, Hickory Street, Phelps Road, Burbank Avenue, Spencer Street, Prospect Street, Kent Avenue and Mapleton Avenue, seconded by Mr. Vincent. Motion carried unanimously 6-0-0.

Secretary Ravenola made the motion to approve File # 2011-3, New Library Project and resolved, that the Zoning and Planning Commission of the Town of Suffield approves the following project pursuant to Section 8-24 of the General Statutes of Connecticut: Demolition of the former Bridge Street School and the design and construction of a new library to be located on the former Bridge Street School site. The project shall be guided by the plans entitled “Conceptual Plans”, prepared by Johnson Roberts Associates, Inc. dated January 3, 2011, as provided to the Board of Selectman. The project is contemplated to include an approximately 24,000 square foot open library floor plan, children’s area, young adult’s area, local history room, two meeting rooms, circulation desk and work area, study rooms, administrative areas, and necessary utility, elevator, lobby, stairway and related spaces and related site improvements, seconded by Mr. Vincent. Motion carried unanimously 6-0-0.

IV. OLD BUSINESS

File # 82-2010: Special Permit request from Blue Sky Builders/Kirk McNaughton for a Flexible Residential Development [FRD] “Deer Cliff”, located off Newgate Road, Map 6, Block 11, Lot # 58B & 58B-1. File # 83-2010: Request for 7-lot resubdivision “Deer Cliff”, from Blue Sky Builders/Kirk McNaughton located off Newgate Road, Map 6, Block 11, Lot # 58B & 58B-1. These files were heard concurrently. Chairman Bauchiero asked Mr. Hawkins to give us his report.

Mr. Hawkins said that his concerns from the previous meetings have been addressed and the applicant submitted revised plans dated 2.11.2011. There was a brief discussion regarding sidewalks [Commission members were not in favor] and parking at the end Metacomet Lane [for parents dropping off or picking up children for school buses]. Mr. Vincent asked about the proposed open space. Mr. Hawkins gave a brief explanation. Secretary Ravenola asked Mr. Hawkins if the HOA Declaration for the subdivision is completed, Mr. Hawkins said, yes. Mr. Turbet read through the submitted Maintenance Schedule dated 2.3.2011. Mr. Turbet reported that the revised plans include a site

inspection, maintenance schedule and annual maintenance checklist, but they are of poor quality, and hard to read.

Mr. Hawkins read from his report dated 2.22.2011 addressed to the Zoning and Planning Commission. Mr. Turbet read from his reported dated 2.18.2011 addressed to the Zoning and Planning Commission. Mr. Winne asked Mr. Turbet if he felt confident that all the work would be done accordingly after a preconstruction meeting. Mr. Turbet said, yes. Chairman Bauchiero asked the members if they were comfortable with the proposed open space, maintenance schedule, CL&P easement, sidewalks, and lighting. The members agreed to move forward. Chairman Bauchiero asked for a motion.

Secretary Ravenola made the motion to approve waivers for File # 82-2010, special permit request for a Flexible Residential Development off Newgate Road [Map 6, Block 11, Lot # 58B & 58B-1]. File # 83-2010, request for 7-lot resubdivision “Deer Cliff” located off Newgate Road, for installation of sidewalks, scale of plan from 40 to 100 scale, and half-code lightening, seconded by Mr. Murphy. Motion carried unanimously 6-0-0.

Secretary Ravenola made the motion to approve File # 82-2010, special permit request for a Flexible Residential Development off Newgate Road [Map 6, Block 11, Lot # 58B & 58B-1]. File # 83-2010, request for 7-lot resubdivision “Deer Cliff” located off Newgate Road, with the following conditions:

1. The agreement between the applicant and CL&P for the road crossing the CL&P ROW shall be filed in the land records for the property.
2. Reports regarding the Eastern Box Turtle from the biologist/contractor at the site while work is being done shall be provided to the Commission’s staff as necessary.
3. Proper maintenance according to the maintenance schedule as shown on the plans for the drainage system, detention basins, road, and street lights is to be performed to ensure the systems function appropriately. Annual reports shall be provided to Commissions staff indicating this maintenance has been performed.
4. Open Space area A is to be conveyed to the Suffield Land Conservancy. Open Space area’s B and C are to be conveyed to the HOA per sheet 4 of the plans.
5. Placards or other type of label indicating Suffield Land Conservancy Property are to be placed on or about the northerly property lines of lots 1,3, and 5 where those properties abut Open Space Area A as shown on the plans.
6. Standard subdivision conditions of approval # 1-4, 6, 8-13 shall apply.
7. While IPs have been added for the drainage easement on Lot 1, their size should be increased to match the other IPs.
8. All correspondence documents copied on sheet 2 of your plans are poor quality. Legible copies are to be incorporated into the plan set to be reviewed by staff.

Seconded by Mrs. Binns. Motion carried unanimously 6-0-0.

File # 73-2010: Discussion with Mr. Frank DeMarinis regarding windows at 82 North Main Street “Bissell Inn”. Mr. DeMarinis had a lengthy discussion regarding phone calls, written correspondence, E-mails and events leading up to the installation of windows for his project at 82 North Main. Chairman George Fields of the Design Review Board [DRB] gave a timeline of events regarding the windows to date. Chairman Doug Main of the Historic District Commission [HDC] gave a timeline of events

regarding the windows to date. A lengthy discussion followed between the applicant, ZPC, HDC and the DRB. Mr. DeMarinis asked if the Commission would consider allowing him to install trim and siding in one section of the building to show the final appearance of the windows already installed. The Commission agreed to give Mr. DeMarinis a month before returning to the issue at the March 21st meeting.

File # 2011-1: Request from 343 Boston Neck Road, LLC for a four [4] lot subdivision “Meadow Lane” located at 343 Boston Neck Road; Map 45H, Block 48, Lot# 8. Chairman Bauchiero asked if there were any questions or concerns. With none, he asked for a motion. Secretary Ravenola made the motion to approve the waivers for File # 2011-1, request from 343 Boston Neck Road, LLC for a four [4] lot subdivision “Meadow Lane”, located at 343 Boston Neck Road for sidewalks, curbs and gutters, streetlights, standard drainage, and standard pavement cross-section for Boston Neck Road, seconded by Mr. Vincent. Motion carried unanimously 6-0-0.

Secretary Ravenola made the motion to approve File # 2011-1 request for 4-lot subdivision “Meadow Lane” located at 343 Boston Neck Road, Map 45H, Block 48, Lot # 8 with the following conditions:

1. A Fee-in-lieu of \$3,000 for open space is accepted for each of the four [4] lots being created on Boston Neck Road.
2. Subdivision standard approval conditions #1-6, 8, 9 and 11 would apply.

Seconded by Mr. Vincent. Motion carried unanimously 6-0-0.

Secretary Ravenola made the motion to accept the bond request memo dated February 28, 2011 from the Town Engineer for File # 2011-1 request for 4-lot subdivision “Meadow Lane” located at 343 Boston Neck Road, Map 45H, Block 48, Lot # 8, seconded by Mr. Vincent. Motion carried unanimously 6-0-0.

V. REPORTS

Chairman Bauchiero had nothing to report.

Mr. Hawkins reported that the Commission should expect to see the return of applicant Suffield Little League for approval under Section III.M.3.b. to install outdoor lights at Christian Fields, Hale Street, in March.

Mr. Hawkins reported that the engineers working with Donna Blanchette is waiting for the snow to melt before environmental work and wetland boundary changes can be done regarding the development of 91 acres of land located on the south side of Bridge Street. Mr. Hawkins expects that Mrs. Blanchette will file in late spring early summer.

Mr. Hawkins reported that there has been a complaint regarding outdoor wood-burning furnaces to the First Selectman’s office. Mr. Hawkins reported that, in order it install a unit, it first has to pass through local building codes, and the Department of Environmental Protection guidelines and codes. A brief discussion followed.

VI. MINUTES

Chairman Bauchiero asked if there were any changes to be made to the minutes of the 1.24.2011 regular meeting. With none, Mr. Murphy made the motion to approve the 1.24.2011 meeting minutes without any changes, seconded by Secretary Ravenola. Motion carried unanimously 6-0-0.

VII. CORRESPONDENCE

Mr. Hawkins briefly discussed a letter dated 2.10.2011 by two businesses and resident property owners located on High Street requesting that ZPC reopen the public hearing regarding the Farmer's Market operating on the south green. Mr. Hawkins reported that on 4.19.2010 ZPC approved the special permit renewal of the Farmer's Market to operate on the south green with a permanent renewal and briefly discussed the procedure in which the application was processed. Mr. Hawkins reported that the appeal period passed without any appeal from the public. The Commission agreed not to reopen the application and asked Mr. Hawkins to draft a letter in response.

VIII. ADJOURNMENT

Mr. Vincent made the motion to adjourn to the 2.28.2011 regular meeting at 9:45 p.m., seconded by Mr. Vincent. 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