

**SUFFIELD ZONING AND PLANNING COMMISSION
MINUTES OF REGULAR MEETING
March 21, 2011**

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

Absent: Charles Sheehan, Alternate
Gerry Turbet, Town Engineer

Also Present: Bill Hawkins, AICP, Town Planner
Jim Taylor, Zoning Enforcement Officer
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 March 10, 2011 and March 17, 2011.

II. PUBLIC HEARING

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. David Palmberg, Surveyor from William R. Palmberg & Son LLC, of Enfield introduced himself and stated that he represents the applicant Susan Yates who was also present. Mr. Palmberg reported that the applicant is seeking approval for a bed and breakfast at an existing two [2] family home located at 3750 Mountain Road. He reported that Ms. Yates intends to own and reside in the multifamily home. Mr. Palmberg reported that the plan conforms to the Bed and Breakfast zoning regulation with the exception of additional parking needed for three future guest rooms [one space per guest room]. Mr. Palmberg reported that after receiving approval from North Central Health District dated 2.18.2011 and approval from the Conservation Commission dated 2.24.2011 for the three guest rooms and the three [3] additional parking spaces the plan fully conforms to the regulations. Mr. Palmberg pointed out the two possible locations for a sign which were wall mounted above the garage and behind the street line in the front yard. Mr. Palmberg referred to the Town Planners report and a consideration to add a light at the southeasterly corner of the house or deck to provide adequate lighting for the proposed parking area stating that his client had no problem adding a light.

Chairman Bauchiero asked if the applicant seeks to add only three [3] guestrooms, Mr. Palmberg said, yes. Mr. Murphy asked if neighbors were notified of the application, Mr. Hawkins said, yes. With no further questions, Chairman Bauchiero asked Mr. Hawkins to read his report.

Mr. Hawkins read his report dated 3.16.2011 addressed to the Zoning and Planning Commission. Mr. Hawkins reported that he received all the necessary approvals and he visited the site on 3.15.2011. Mr. Hawkins then reported on the following:

- **Existing Conditions**
- **Proposed Conditions,**
- **Analysis**
 - Use
 - Utilities
 - Parking
 - Lighting
- **Considerations**

A brief discussion followed regarding special permit renewals and the recommended period to continue a use. Chairman Bauchiero asked about the fourteen-day time limit stay for a guest, a brief discussion followed. There was a brief discussion regarding the septic system and the Health District's approval.

Chairman Bauchiero asked Mr. Hawkins if he the Town Engineer had any concerns. Mr. Hawkins said, no there was nothing to report. With nothing further, Chairman Bauchiero opened it up to the public to those who wished to speak in favor of the application. They were as follows:

38 Ratley Road: Daniel Yates, spoke in favor of the application.

The Chair asked if anyone wished to speak in opposition to the application. They were as follows:

3780 Old Mountain Road: Timothy Smith, had concerns about a bed and breakfast in an area with a lot of children, hours of operation, property values, and if the special permit use goes with the house or owner if approved.

70 Chestnut Circle: Linda Henderson, had concerns with traffic, and increased people using the beach.

3782 Old Mountain Road: Melanie Rutz, had concerns with general use of special permit, signs, and the use being too commercial.

The applicant [Ms. Yates] reported that she would not have check-in hours late at night. There was a discussion regarding the allowed use of the second floor kitchen. Mr. Hawkins reported that he spoke to a woman from Chestnut Circle who called in with concerns about a bed and breakfast in the area and she was concerned that any multi-family home could be turned into a bed and breakfast. With nothing further Chairman Bauchiero closed the public hearing at 7:20 p.m.

III. NEW BUSINESS

File # 2011-4: Special Permit request from Hastings Farm, LLC for a Permanent Farm Stand according to Section X.S of the Zoning Regulations, located at 472 Hill Street, Map 28, Block 144, Lot # 30. Applicant Megan Hastings. Chairman Bauchiero asked if the agenda was clear for April to set the public hearing date. Mr. Hawkins said April was clear as there is nothing scheduled to date. Mrs. Binns made the motion to accept File # 2011-4, special permit request for a Permanent Farm Stand located at 472 Hill Street for April 18, 2011, seconded by Secretary Ravenola. Motion carried unanimously 6-0-0.

IV. OLD BUSINESS

File # 73-2010: Discussion with Mr. Frank DeMarinis regarding windows at 82 North Main Street “Bissell Inn”. It was noted that Mr. DeMarinis was not present. There was a discussion regarding approval from the Design Review Board [DRB]. Chairman Bauchiero asked the members if they were in agreement with the approval from the DRB to have twelve over twelve windows in the main house, the members unanimously agreed. There was a discussion regarding the proposed windows in the addition according to plans dated 4.18.2010 and a revision date of 5.27.2010 that were submitted to the Building Department for a building permit. Chairman Bauchiero asked the members if they were in agreement that the installation of windows in the addition should be according to the plan, the members unanimously agreed that the windows should be changed. A lengthy discussion followed regarding the trim package, windows in neighboring homes and the windows that are now in the project. With nothing further Chairman Bauchiero asked for a motion.

Mr. Murphy made the motion for File # 73-2010 windows at 82 North Main Street “Bissell Inn”. *The board reaffirms its original approvals of the window configuration as set forth in the plans presented [plans dated May 18, 2010] A2.1 & A2.2 [a mix of six over six and eight over eight in the addition]. Subject to the one amendment approved by the DRB pursuant to its meeting dated 3.9.2010, and as subsequently approved by the Zoning and Planning Commission [twelve over twelve windows in the original house].*

Additionally, further direct that the Zoning Enforcement Officer continue to seek compliance.

After discussion, the motion was amended as follows:

Amended motion-The board affirms its original approvals which incorporated the terms of the DRB meeting from its 3.9.2010 meeting which are reflected in the plan originally dated 5.18.2010 [with the last revision date of 5.27.2010]. Subject to the amendment from the DRB for twelve over twelve windows, Secretary Ravenola seconded the motion. Motion carried unanimously 6-0-0.

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. There was a discussion regarding when the applicant would come back for renewal of its use. Mr. Taylor reported that if for any reason the applicant is not in compliance, he can enforce on those issues. There was a brief discussion regarding the abandonment of use. With nothing further Secretary Ravenola made the motion to approve File #

2011-2, special permit request from Susan Yates for a Bed & Breakfast located at 3750 Mountain Road, West Suffield with the following conditions:

1. A light is to be added at the southeasterly corner of the house or deck to provide adequate lighting for the parking area. All exterior lighting is to be approved by staff.
2. The guest rooms are not to contain cooking facilities.
3. The kitchen on the second floor shall not be used by the guests for cooking and shall be locked or otherwise kept separate from guests when not in use.
4. This bed and breakfast is not to have a guest for a period in excess of fourteen consecutive days.
5. Special permit is granted for five [5] years at which time the owner must renew the permit to continue the use.

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

V. REPORTS

Chairman- The Chair reported that he attended a Home Show a while back and that new camouflaged siding will be hitting the market soon.

Town Planner-

Mr. Hawkins reported that he has finished a draft regulation regarding wind tower energy generators and is working with the Alternate Energy Committee to revise the regulation.

Mr. Hawkins reported that the Leahey Farm is nearing a closing for farmland preservation; the final paper work is going through each party's attorney for review.

Mr. Hawkins reported that he is still researching and putting information together for an open space plan and wants to meet with the open space subcommittee to discuss the content of the plan.

Mr. Hawkins reported that he will not be able to attend the April meeting but will have his reports available ahead of time as usual and that Jim Taylor can answer any questions pertaining to those reports.

VI. MINUTES

Mr. Murphy made to motion to approve the February 28, 2011 meeting minutes without any changes, seconded by Mr. Vincent. Motion carried unanimously 6-0-0.

VII. CORRESPONDENCE -None

VIII. ADJOURNMENT

Secretary Ravenola made the motion to adjourn the March 21, 2011 meeting at 8:00 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