

**SUFFIELD ZONING AND PLANNING COMMISSION
MINUTES OF REGULAR MEETING
OCTOBER 17, 2011**

Present: **Frank E. Bauchiero, Jr., Chairman**
 Frank Ravenola, Secretary
 Glen Vincent
 John Murphy
 Ellie Binns
 Mark Winne, Alternate
 Charles Sheehan, Alternate

Absent: **Chester Kuras, Vice Chairman**
 Gina Pastula, Alternate

Also Present: **Bill Hawkins, AICP, 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 appointed Mr. Winne alternate voting member. Chairman Bauchiero asked Secretary Ravenola to read the legal notice that was published in the Hartford Courant on October 6, 2011 and October 13, 2011.

II. INFORMAL DISCUSSIONS

David Flynn to discuss adaptive reuse of 390 Boston Neck Road for conversion to apartments. Attorney Koerner of Clifford, Katz and Koerner, LLP introduced himself and stated that he represents David Flynn, Principle of Flynn Properties, and Brent St. John, President of Winchester Modular Housing. Attorney Koerner stated that they are at the beginning phases of submitting a proposal under the adaptive reuse regulation for the property located at 390 Boston Neck Road. At that time Mr. Flynn handed a conceptual site plan to the Commission. Attorney Koerner stated that his client's intent is to take the old building that was used for an industrial use and convert it to approximately twenty [20] apartments. Attorney Koerner gave a brief description of the square footage and approximate size per unit. This prompted a brief discussion. Mr. Flynn reported that he met with the Town Planner and the Zoning Enforcement Officer in 2010 to discuss the use of the proposed site. Mr. Flynn reported that the footprint of the building would stay the same, the only thing he proposes to change is landscaping and increased parking area for fifty [50] cars. This prompted a lengthy discussion regarding the proposed parking spaces. Mr. St. John discussed buffers, drainage and proposed changes to the exterior of the building.

III. PUBLIC HEARINGS

File # 63-2009A: Special Permit Renewal for a Sand and Gravel Pit, located at Phelps Road, West Suffield: Map 5, Block 9, Lot # 46A and 48. Applicant: Mr. Murray A. Phelps III. Mr. Hawkins reported that the applicant renews his application every two [2] years in order to keep his Sand and Gravel facility open/running. Mr. Hawkins stated that he, Mr. Taylor and Mr. Turbet had visited the site on 10.12.2011. Chairman Bauchiero asked if there is any activity at the site, Mr. Hawkins responded material processing only. Chairman Bauchiero asked if the applicant's renewal time could be extended, Mr. Hawkins stated that according to the zoning regulations, the applicant is required to renew every two years. With nothing further, Chairman Bauchiero asked Mr. Hawkins to read his report.

Mr. Hawkins read his report dated 10.12.2011 addressed to the ZPC. Mr. Hawkins reported that he had reviewed the application in its entirety, including the revised site plan dated 7.26.2004 by Oswald Blint Surveying. Mr. Hawkins additionally addressed the following:

- Existing Conditions
- Proposed Conditions
- Analysis
- Considerations
- Approval Conditions from 10.17.2011 to 10.17.2013

Mr. Taylor reported that there have been no complaints, and the tires have been removed. Chairman Bauchiero asked Mr. Turbet to read his report.

Mr. Turbet read his report dated 10.12.2011 addressed to the ZPC. Mr. Turbet reported that during his inspection of the site the double bar gate was open, and an operator was onsite using the processing equipment. Mr. Turbet stated that it is a rarity to see the gate open, because there is very little if any activity at the site. Mr. Turbet gave a detailed description of his site inspection, he reported on the map review, and then gave a summary of his report. Chairman Bauchiero asked if there were any questions. Mr. Sheehan asked what takes place at the site now and in the past years, then inquired if the applicant has "closure plans", this prompted a discussion regarding site activities. With nothing further the Chair opened up the public hearing to those who wished to speak in favor of the application. With none, the Chair asked if anyone wished to speak in opposition. With none, the Chair asked for a motion to close the public hearing. Mr. Winne made the motion to close the public hearing for File # 63-2009A at 7:33pm, seconded by Secretary Ravenola. Motion carried unanimously 6-0-0.

File # 2011-9: Special Permit Application for fifteen [15] single family, detached, condominium units, "Olde Village Green" located at 785 Mapleton Avenue, Map 51H, Block 42, Lot# 23. Applicant Robert C. Schechinger, Jr. ASLA. Present was Chris Alford, PE of Alford Associates, Inc., and record owner Roland Dowd of Dowd Realty Group. Applicant Robert Schechinger introduced himself presented a site plan, and then gave a brief description of the proposed application. Mr. Schechinger stated that the application is in compliance with the current Planned Development Apartment Zone [PDA]. Mr. Schechinger reported that the property consists of 19.88 acres which exceeds the area required for a PDA, and he reported that an agricultural buffer had been added to the plans. Mr. Schechinger stated that the proposed plan is designed with historic reverence, and is pedestrian friendly, and has twelve [12] plus acres of open space. Mrs. Binns inquired about the footprint of the proposed units. Mr. Dowd explained that the units will be built close together, and that

the footprint could change to modify for garage size, porches, etc... There was a brief discussion regarding the tree line along Mapleton Avenue that screens the property from the road, and a lengthy discussion regarding the proposed pond. Mr. Sheehan commented on the need for a geotech study of the pond dam to be constructed on fill, in addition to sediment and erosion control, structure footprints and the Homeowners Association declaration document. This prompted a lengthy discussion regarding the proposed document. Mr. Hawkins reported that the document has been reviewed by Attorney Carl Landolina and he reported that the document meets the requirement of the zoning regulations and state statutes. Chairman Bauchiero asked for Attorney Landolina to come to the November 21, 2011 ZPC meeting to discuss the Homeowners Association document, Mr. Hawkins stated that he would coordinate it, and that he would provide a copy of the document via email to the Commission as soon as it is available. With nothing further the Chair asked Mr. Hawkins to read his report.

Mr. Hawkins went through his report dated 10.11.2011 addressed to the ZPC. Mr. Hawkins reported that he reviewed the application in its entirety, and that the applicant received approval from the Conservation Commission on 9.15.2011. Mr. Hawkins reported that he reviewed the twenty-three [23] sheet set of revised plans dated 10.13.2011. Mr. Hawkins additionally addressed the following:

- **Existing Conditions**
- **Proposed Conditions**
- **Analysis**
 - Homeowners' Association
 - Improvements
 - Parking
 - Landscaping Plan
 - Outdoor Lighting
 - Sidewalks
 - Signage
 - Fire Hydrant Locations
 - Street Names
- **Considerations**

Chairman Bauchiero asked if there were any questions. With none, the Chair asked Mr. Turbet to read his report.

Mr. Turbet read his report dated 10.17.2011 addressed to the ZPC. Mr. Turbet gave a general description of the site, type of design and proposed roads. Mr. Turbet reported that he reviewed all the plans submitted [latest revision date 10.13.2011], and attended a preliminary review meeting held on 10.6.2011. In addition Mr. Turbet discussed:

- **Traffic**
- **Sight Distance**
 - Traffic Impacts
 - Sight Distance
- **Roads, Driveways**
 - Proposed Roads
 - Road Entrances
 - Cul-de-sac(s)
 - Driveways

- Lengths > 250 ft
- **Drainage**
 - Existing
 - Proposed
 - Calculations
 - Road Underdrains
 - Footing Drains
- **Utilities**
 - Sanitary Sewer
 - Water Easements
- **Bond Estimate**
 - Requirements

Chairman Bauchiero asked the Commission if they had any questions. With none, Mr. Hawkins read Landolina's 10.17.2011 email into the record regarding the Homeowners Association document. Chairman Bauchiero opened up the public hearing to those who wished to speak in favor of the application. With none, the Chair asked if anyone wished to speak in opposition.

1. Bill Kahn of 780 Mapleton Avenue spoke neither in opposition to or in favor of the proposal but had some questions.

Chairman Bauchiero stated that he wanted to keep the public hearing open to allow submittal of the Homeowners Association declaration and to gather additional information.

IV. NEW BUSINESS

File # 2011-10: Request from ZPC to amend the zoning regulations as follows: 1.) Add Active Recreation Facility to the Use Table in Section IV. 2.) Add Active Recreation Facility to Section II Definitions. 3.) Add School / Education Center to Section, II Definitions. 4.) Add new regulation Small Wind Energy Producing Facility in Section V, Special Regulations. 5.) Add Street, Public to Section II Definitions and remove existing Street definition. 6.) Revise Lot Frontage and Configuration in Section III. G. 7.) Revise Section IV. L. z. – Prohibited Uses. Chairman Bauchiero asked for a motion to accept the application and set the public hearing date. Mr. Sheehan made the motion to accept File # 2011-10 request from ZPC to amend the zoning regulations and set the public hearing date for November 21, 2011, seconded by Mr. Winne. Motion carried unanimously 6-0-0.

File # 2011-6A: Request from John Drabkin for a 2-Lot Re-subdivision located at 1358 Spruce Street, Map 20, Block 22, Lot # 44/2. Applicant: John Drabkin. Mr. Hawkins reported that the reason Mr. Drabkin is submitting the same application as before is because he has acquired an easement from the abutting property owner that will permit a thirty [30] foot buffer required for zoning approval. Mr. Hawkins reported that the Attorney's are reviewing the documents and should have everything in order for the November meeting. Mr. Sheehan made the motion to accept File # 2011-6A, request from John Drabkin for a 2-lot re-subdivision located at 1358 Spruce Street and set the public hearing date for November 21, 2011, seconded by Mr. Winne. Motion carried unanimously 6-0-0.

File #82-2010A: Site Plan Modification to Lot 5 of “Deer Cliff Subdivision” off Newgate Road, Map 6, Block 11, Lot[s] # 58B-58B-1. Applicant: Kirk MacNaughton. Mr. Hawkins reported that the applicant wishes to change the location of the house and driveway for lot 5. According to the zoning regulations the lot is required to have five contiguous developable acres if the driveway will be over two hundred-fifty [250] feet in length. According to the plans Mr. MacNaughton is moving around open space land in order to create the five contiguous developable acres. Mrs. Binns made the motion to accept File # 82-2010A, site plan modification to lot 5 of “Deer Cliff Subdivision” off Newgate Road and set the public hearing date for November 21, 2011, seconded by Secretary Ravenola. Motion carried unanimously 6-0-0.

V. OLD BUSINESS

File # 63-2009A: Special Permit Renewal for a Sand and Gravel Pit, located at Phelps Road, West Suffield: Map 5, Block 9, Lot # 46A and 48. Applicant: Mr. Murray A. Phelps III. After a minimal amount of discussion the application was approved with the same conditions as the 2009 special permit renewal with the exception of the renewal date. Mrs. Binns made the motion to approve File # 63-2009A, special permit renewal for sand and gravel pit, located at Phelps Road with the following conditions:

1. Access for gravel removal shall be from Phelps Road with access to excavation areas controlled by fence and gate is locked during periods when no removal of materials is taking place.
2. **“NO TRESPASSING”** signs shall be posted along boundary lines within 100 feet of active excavation areas.

3. SLOPES IN ACTIVE AREAS

Shallow slopes (vertical height less than 15 feet) – The maximum vertical slope height at any time except during excavation shall be 3 feet with no overhangs permitted at any time. Overhanging areas shall either be knocked down or filled from below (particularly applicable to winter operations). At shallow slope locations which cannot be restored, a maximum grade of 1 horizontal to 1 vertical (1:1) shall be maintained.

Steep Slopes (vertical height greater than or equal to 15 feet) – Areas where top of slope is closer than 50 feet to adjacent property line or edge of traveled road – Excavation shall be done in terraced layers of less than 15 foot vertical height, with maximum slopes of 1.5 horizontal to 1 vertical (1.5:1).

Areas where the top of excavated slope is 50 feet or greater from adjacent property line or edge of traveled road – Excavation shall be done in terraced layers of maximum 15 foot vertical height with maximum slopes of 1 horizontal to 1 vertical (1:1).

1. **DRAINAGE AND GROUNDWATER MONITORING** – Operations shall be conducted to prevent contamination of ground and surface water with no excavation occurring within 5 feet of the seasonal high groundwater table. The Commission may require the applicant to do groundwater monitoring to verify final grade separating distances.
2. **DISPOSAL OF TREE STUMPS AND DEBRIS** resulting from clearing operations shall be done properly. Stumps may be buried at approved locations on the site, which are to be shown on the site plan. Branches may be ground up on-site or transported to the landfill. Burning shall not be used as a method of disposal on-site.

3. **TOPSOIL** removed from active excavation areas shall be stored on-site for later use in restoration work.
4. **AREAS OF ACTIVE OPERATION** shall not exceed a total area of 5 acres. Active areas do not include loam piles and slopes to be re-excavated as part of future removal operations.
5. **RESTORATION** shall follow a schedule which results in an active area of less than 5 acres. All restoration shall include the grading to final elevations as follows:

<u>Type of Area</u>	<u>Maximum Slope</u>
Shallow Slope (less than 15 ft. high)	2 horizontal to 1 vertical (2:1)
Steep Slope within 100 feet of property boundary or traveled road.	3 horizontal to 1 vertical (3:1)
Steep Slope greater than 100 feet from property boundary or traveled road	2 horizontal to 1 vertical (2:1)

With a site plan expiration date of October 17, 2013, Secretary Ravenola seconded the motion. Motion carried 6-0-0.

VI. REPORTS- None

VII. MINUTES

Chairman Bauchiero asked if there were any changes to be made to the minutes of the 9.19.2011 regular meetings. With none, Mr. Sheehan made the motion to approve the 9.19.2011 regular meeting minutes without any changes, seconded by Mr. Ravenola. Motion carried unanimously 6-0-0.

VIII. CORRESPONDENCE- None

IX. ADJOURNMENT

The motion was made and seconded to adjourn the October 17, 2011 meeting at 9:50pm. 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