

**SUFFIELD ZONING AND PLANNING COMMISSION  
MINUTES OF REGULAR MEETING  
MARCH 19, 2012**

**Present:** Frank E. Bauchiero, Jr., Chairman  
John Murphy  
Ellie Binns  
Mark Winne, Alternate  
Mark O’Hara, Alternate

**Absent:** Chester Kuras, Vice Chairman  
Frank Ravenola, Secretary  
Charles Sheehan  
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. The Chair then read into the record all the voting members for March’s meeting and then appointed Mr. Winne and Mr. O’Hara as alternate voting members. *Prior to tonight’s meeting, Chairman Bauchiero and Mr. Murphy listened to the pre-recorded February 27, 2012 meeting in order to vote on File # 2011-12/13.* The Chair handed the floor over to Mrs. Binns to read the legal notice that was published in the Hartford Courant on March 8, 2012 and March 15, 2012.

**II. PUBLIC HEARINGS**

**File # 2011-12: Special Permit request for a seven [7] lot Flexible Residential Development [FRD] called “The Hamlet on South Main,” located at 432 South Main Street, Map 35H, Block 48, Lot 95-1. File # 2011-13: Request from Mark O’Neill for a seven [7] lot FRD subdivision called “The Hamlet on South Main,” Map 35H, Block 48, Lot 95-1. Applicant Mark O’Neill.** *These files were heard concurrently and are continued from the February 27, 2012 public hearing.* Representing the applicant was Brian Denno L.S., owner of Denno Land Surveying & Consulting, LLC of Tariffville, also present was applicant Mark O’Neill of 373 South Main Street, Suffield. Chairman Bauchiero asked Mr. Hawkins if he had anything new to report.

Mr. Hawkins stated that Attorney Carl Landolina approved of the Declarations of Covenants and Restrictions, better known as the Homeowners Agreement, submitted on March 13, 2012. Hawkins stated that staff received an acceptable bond estimate dated March 19, 2012, the official capacity letter from the Water Pollution Control Authority [WPCA] dated March 15, 2012, and a letter from

Connecticut Water confirming availability for water service dated March 12, 2012. Chairman Bauchiero asked for clarification regarding the trees located within the buffer. Applicant Mark O'Neill responded. A discussion followed regarding waiving sidewalks from the subdivision plans. The consensus from the Commission was to grant the waiver request. A discussion followed regarding requirements for the houses within the Historic District. Chairman Bauchiero asked the applicant about ownership of the open space. Mr. O'Neill stated that the open space would fall within the responsibility of the Homeowners Association. With nothing further, Chairman Bauchiero asked Mr. Turbet to read his report for the Commission.

Mr. Turbet read his report dated March 19, 2012 addressed to the ZPC, which covered the following items:

- **Roads, Driveways**
- **Drainage**
- **Utilities**
- **Bond Estimate for Public Facilities, and**
- **Recommendations.**

With nothing further, Chairman Bauchiero opened it up to the public for those who wished to speak in favor of the application.

- **Larry Brinkner of 451 S. Main Street** asked to look at the plans; offered no comments.

Chairman Bauchiero opened it up to the public for those who wished to speak in opposition to the application. There were none. Mr. Murphy made the motion to close the public hearing for File # 2011-12 and File # 2011-13 concurrently, seconded by Mr. Winne. Motion carried unanimously 5-0-0.

**File # 2012-2: Special Permit request for a farmers market located at 27 Babbs Road, West Suffield; Map 6H, Block 1, Lot # 142. Applicant Earl Waterman.** Applicant Earl Waterman presented his request. He stated that he aims to serve the community by providing an opportunity for local farmers, and vendors to sell fresh produce and other agricultural products such as organic meat, dairy, eggs, and live plants. The hours of operation would be every Sunday, May through October from 11:00am – 2:00pm. With nothing further, Chairman Bauchiero asked Mr. Hawkins to read his report for the Commission.

Mr. Hawkins read his report dated March 13, 2012 addressed to the ZPC, which covered the following items:

- **Existing Conditions**
- **Proposed Conditions**
- **Analysis, and**
- **Considerations.**

Mr. Turbet stated that he had nothing to report at this time. Discussion followed regarding reasonable parking spaces and the hours of operation. Mr. Winne asked who the record owner was, Mr. Hawkins responded Skip Chapman of Ebbs Corner, LLC. With nothing further, Chairman Bauchiero opened it up to the public for those who wished to speak in favor of the application:

- **Richard Ferrari of 5 Meadow Wood Drive** spoke favorable to the application.

Chairman Bauchiero opened it up to the public for those who wished to speak in opposition to the application. There were none. Mr. Winne made the motion to close the public hearing for File # 2012-2, seconded by Mrs. Binns. Motion carried unanimously 5-0-0.

**Open Space Plan** – Public hearing for adoption. Mr. Hawkins stated that Sections IX and X have been expanded based upon public comment and the recreational facility map located at the end of the open space document, has also been amended since the February 27, 2012 meeting. Jill Schechtman, tax collector for the Town of Suffield asked Mr. Hawkins and the Commission for an effective solution that would help with Homeowners Associations that are delinquent on paying taxes on open space. Ms. Schechtman stated that there has been a problem collecting taxes on open space for some time, which does not make it good for bond ratings and collecting open space taxes by foreclosure would be costly for the Town. Town Assessor, Helen Totz handed out an excel spreadsheet identifying open space developments with past due tax fees. Ms. Totz stated that property values have been all over the board, and prior to the recent land evaluation property values were assessed low. Ms. Totz stated that in some approved subdivisions with open space, Homeowners Associations were never set up leaving the tax collector without the information necessary to collect on the tax bill. Ms. Totz recognizes that the responsibility of forming the Homeowners Association does not fall on the ZPC. Ms. Totz suggested that the Commission not limit the size of open space as it's written now in the Open Space Plan. This prompted a discussion regarding value of open space, and the process of establishing a Homeowners Association. The Commission agreed that staff should talk to Attorney Landolina and ask for an opinion, after which Mr. Hawkins and Mr. Taylor will meet with Ms. Totz and Ms. Schechtman to discuss a possible solution. The Commission agreed to continue the public hearing on the Open Space Plan until April 16, 2012.

### III. NEW BUSINESS

**File # 2012-4: Site Plan Modification request from Mach X Equity Partners for a 12,500-sf addition to the rear of the existing building, located at 19 Kenny Roberts Memorial Drive, Map 30, Block 25, Lot# 62A. Applicant Rick Rush, Mach X Equity Partners.** Representing the applicant was Ed Lally P.E., owner of Ed Lally & Associates, Inc., of Windsor. Mr. Lally stated that the applicant proposes to construct a 12,500 square foot addition to the rear of the existing building at 19 Kenny Roberts Memorial Drive, with associated parking and access drives to serve the needs of the owner's expanded business. The site presently provides a bituminous pavement access drive off Kenny Roberts Memorial Drive with parking; along with a gravel drive and turnaround area at the rear of the building for access to the existing loading docks. Mr. Lally reported that the 12,500 square foot addition would utilize the existing utilities that presently serve the existing building; therefore, no new water, sewer, or electricity utility improvements are proposed. The existing 24' wide bituminous drive along the southerly portion of the site will be extended to the west for access to the addition and to allow additional parking. Mr. Lally proposed a 14' wide one-way bituminous pavement exit drive along the northerly portion of the site. Mr. Lally discussed removing trees along the northerly property line for the exit drive along with planting wild life shrubs and wetland vegetation in the wetland area behind the rear loading area. Mr. Lally updated the plans to show venting of drainage pipes, and changes to the overhead door located in the rear of the building. Mr. Lally discussed storm water flow, erosion control,

temporary stockpiles [filter fabric fence], truck traffic, and added that a dumpster is proposed in the rear of the building. Mr. Lally handed out photos of the site to show the need for an expansion, and an elevation plan was presented and discussed. Chairman Bauchiero asked Mr. Hawkins to read his report for the Commission.

Mr. Hawkins read his report dated March 15, 2012 addressed to the ZPC, which covered the following items:

- **Existing Conditions**
- **Proposed Conditions** [Parking & Loading, Lighting, Site Trees, Dumpster Pad]
- **Analysis, and**
- **Consideration.**

With no question for Mr. Hawkins, Mr. Turbet was asked to read his report for the Commission.

Mr. Turbet read his report dated March 16, 2012 addressed to the ZPC, which covered the following items:

- **Submittal Items Reviewed**
- **Driveway**
- **Parking Lot**
- **Drainage, and**
- **Soil Erosion and Sediment Control.**

Discussion followed regarding adding an Exit Lane Only sign or a Do Not Enter sign located at the end of the exit driveway. The Commission agreed that exit lane signage, a lighting detail, and class 54 ductile iron roof leader discharge pipe shall be added to the plans. Discussion followed. With nothing further, Chairman Bauchiero asked for a motion. Mr. Murphy made the motion to approve File # 2012-4, site plan modification request from Mach X Equity Partners for a 12,500-sf addition to the rear of the existing building, located at 19 Kenny Roberts Memorial Drive with the following conditions:

1. A lighting detail shall be added to the plans indicating what lights will be used.
2. The roof leader discharge pipe shall be changed to Class 54 ductile iron pipe.
3. A “Do Not Enter” or “Exit Lane Only” sign be added to the exit driveway.

Seconded by Mr. O’Hara. Motion carried unanimously 5-0-0.

**File # 2012-5: Request from Krystal Woods Developers, LLC for three (3) proposed text amendments to the Suffield Zoning Regulations. Two amendments within the Planned Development Apartment Zone sections IV.E.4 (Area, Yard, and Density Requirements) and IV.E.5.e (Other Requirements, Parking), and one amendment within the Parking and Loading Requirements, Section VII.B.10 (General Parking and Loading Provisions).** The Commission asked Mr. Hawkins to email the three [3] proposed text amendments for them to review. Mr. Hawkins reported that the application is complete and recommended setting the public hearing date for April. Mrs. Binns made the motion to accept File # 2012-5, request from Krystal Woods Developers, LLC for three proposed text amendments to the Zoning Regulations within: Section IV.E.4, Section IV.E.5.e, and Section VII.B.10 and set the public hearing date for April 16, 2012, seconded by Mr. Murphy. Motion carried unanimously 5-0-0.

#### IV. OLD BUSINESS

**File # 2011-12: Special Permit request for a seven [7] lot Flexible Residential Development [FRD] called “The Hamlet on South Main,” located at 432 South Main Street, Map 35H, Block 48, Lot 95-1.** **File # 2011-13: Request from Mark O’Neill for a seven [7] lot FRD subdivision called “The Hamlet on South Main,” Map 35H, Block 48, Lot 95-1. Applicant Mark O’Neill.** *These files were voted on concurrently.* The Commission agreed to approve the waiver for sidewalks, which prompted a discussion regarding plantings along the northern side of the proposed roadway. With nothing further, Chairman Bauchiero asked for a motion. Mr. Murphy made the motion to approve File # 2011-12 and File # 2011-13 concurrently for a seven lot FRD and a seven lot subdivision called “The Hamlet on South Main”, Map 35H, Block 48, Lot 95-1 with the following conditions:

1. Placards or an equivalent type of label shall be placed at the boundary lines of the open space.
2. The recommendation from Soil Science and Environmental Services that an inspection for wood turtles, and any other turtles be conducted prior to site work each day and should be added to the general notes of the plans and followed to the fullest extent possible.
3. The detention basin size on the plan will be increased to agree with the design calculations.
4. Plans should show at least the first 20-feet of each driveway to be paved.
5. Subdivision standard approval conditions #1-4, 6, 9-13 apply.
6. Approve the request for waivers of sidewalks, and a partial waiver from half-code lighting for two lights instead of three.

Seconded by Mr. Winne. Motion carried unanimously 5-0-0.

**File # 2012-2: Special Permit request for a farmers market located at 27 Babbs Road, West Suffield; Map 6H, Block 1, Lot # 142. Applicant Earl Waterman.** Mrs. Binns made the motion to approve File # 2012-2, special permit request for a farmers market located at 27 Babbs Road, West Suffield with the following conditions:

1. Five [5] year expiration from the date of approval.
2. This approval relates only to the use of the property at 27 Babbs Road for a farmers market. Any federal, state, or local health codes as they relate to selling produce, dairy and/or meat products to the public are the responsibility of the participants and/or property owner.
3. Approval is limited to the months of May through October as outlined in the statement of purpose.

Seconded by Mr. Winne. Motion carried unanimously 5-0-0.

#### V. REPORTS

Mr. Hawkins reported that the new GIS is now available on the Town Hall web page. If anybody should have any concerns, comments or have any questions, feel free to send him an email at [bhawkins@suffieldtownhall.com](mailto:bhawkins@suffieldtownhall.com). A discussion followed regarding how well the site works.

Preliminary plans were submitted to staff from Kevin Armata for an addition to his building located at 77 Austin Street. The Commission should expect to see an application for a site plan modification in the near future.

## **VI. MINUTES**

A motion was made by Mr. Winne to approve the February 27, 2012 meeting minutes without any changes, seconded by Mrs. Binns. Motion carried unanimously 5-0-0.

## **VII. ADJOURNMENT**

A motion was made and seconded to adjourn the March 19, 2012 regular meeting at 8:40 pm.

Respectfully Submitted,

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Francis Ravenola, Secretary

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