

**SUFFIELD ZONING AND PLANNING COMMISSION
MINUTES OF REGULAR MEETING
SEPTEMBER 17, 2012**

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

Absent: Gina Pastula, Alternate
Charles Sheehan
Ellie Binns
Mark O'Hara, 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 read into the record the voting members for the September meeting, then appointed Mr. Winne as the alternate voting member. Secretary Ravenola then read into the record the legal notice published in the Hartford Courant on September 6, 2012 and September 13, 2012.

II. PUBLIC HEARINGS

File # 2012-9: Special Permit request from Kirby & Lisa Trase for proposed rear lot located at 621 Halladay Avenue, Map 26, Block 28, Lot 17 & 18. **File # 2012-10:** Request for 2-Lot subdivision located at 621 Halladay Avenue, Map 26, Block 28, Lot 17 & 18. Applicant Kirby & Lisa Trase. *These files were heard concurrently.* Representing the applicant was David Palmberg of William R. Palmberg & Son, LLC, of Enfield, and applicants Kirby & Lisa Trace of 621 Halladay Avenue were also present.

Mr. Palmberg stated that the existing property is just less than twenty acres with a house and barn. The applicant is proposing to cut out a one +/- acre lot for the existing house and barn, located at 621 Halladay Avenue, leaving the rear lot with eighteen plus acres. Mr. Palmberg stated that lot 18 will be merged with the landlocked lot 17 as a part of these applications. Mr. Palmberg stated that the proposed rear lot meets all setback requirements, and the driveway to the proposed rear lot meets the requirement for fire truck access measuring eighteen feet wide. He further stated that the newly configured lot for 621 Halladay meets the requirements for the zone. Mr. Palmberg stated that he received approvals from North Central District Health [NCHD] for on-site septic system, and approval from the Conservation Commission. Mr. Palmberg stated that he met with staff twice and provided updated plans with the

latest revision date of 9/11/2012. Mr. Palmberg asked that the Commission approve the following waiver requests for: sidewalks, curbs and gutters, streetlights and plantings along the access strip to the rear [there is existing vegetation where the plantings would be required]. Mr. Palmberg stated that a section of property to the north was conveyed to Maureen A. Czerpak to solve an encroachment problem. Mr. Palmberg stated that the applicant is proposing a fee-in-lieu of open space of \$3,000.00 for the newly created rear lot.

Mr. Turbet asked to reiterate information regarding the driveway width. Chairman Bauchiero asked if the fee-in-lieu could be waived, Mr. Hawkins responded. With nothing further, the Chair asked staff to read their reports for the Commission. Chairman Bauchiero asked if anyone had any questions. With none, the Chair opened it up to the public for those who wished to speak in opposition to the application.

1. Frank Mnich of 745 Halladay Avenue did not oppose, but had questions.
2. Paula Massoth of 595 Halladay Avenue did not oppose, but had questions.
3. Rose Donovan of 53 Washington Street, Stoneham, MA had concerns regarding access to her landlocked property.

Mr. Hawkins read into the record an email written by David Generous of 7628 Marsh Orchid Circle, Bradenton, FL owner of abutting property, Map 26, Block 28, Lot# 21 who spoke favorably to the applications. The email was dated 9/17/2012 addressed to Mr. Hawkins.

Chairman Bauchiero asked if anyone wished to speak in favor of the application. With none, the Chair asked for a motion. Secretary Ravenola made the motion to close the public hearing for File# 2011-9 special permit for a rear lot and File# 2012-10, 2-Lot subdivision located at 621 Halladay Avenue at 7:28 p.m., seconded by Mr. Murphy. Motion carried unanimously 5-0-0.

File # 2012-13: Request for 6-Lot subdivision located on Canal Road, Map 87H, Block 55, Lot 4. Applicant Elm Construction, LLC. Representing the applicant was Timothy Coon of J.R. Russo & Associates, LLC of East Windsor, and applicant Edward Spazzarini of Elm Construction, LLC, of Enfield was also present.

Mr. Coon stated that the proposal is to subdivide the 4.74 +/- acres into six lots located on the northern side of Canal Road. Mr. Coon stated that the State of Connecticut owns the property to the north which abuts Route 190 to Enfield. Mr. Coon gave a detailed description of the property and existing drainage ditches which discharge to two cross culverts on Canal Road. Mr. Coon stated that the six proposed lots are frontage lots, and then gave the lot size for each one. Mr. Coon stated that the proposed subdivision meets all setback requirements; in addition, the subdivision will be served by public sewer, water and gas. Mr. Coon stated that he received approval from WPCA; 5 of 6 lots will have sanitary sewer easements located within the front property lines, with individual grinder pumps with Lot 1 served by gravity. Brief discussion followed. Mr. Coon gave a detailed description of the proposed drainage and stated that each lot will have a drainage easement also located within the front of the properties. Mr. Coon reported that there will be no increase in drainage peak flows. Mr. Coon stated that he is proposing a fee-in-lieu of open space of \$3,000.00 for each lot, and asked that the Commission approve waivers for sidewalks, curbs and gutters, street lights, and street trees, giving a reason for each request. Mr. Coon stated that he received approval from the Conservation Commission 9/13/2012, and met with staff, providing updated plans with the latest revision date of 9/11/2012.

Chairman Bauchiero asked if the Connecticut River Assemble has been notified. Mr. Hawkins stated that he addresses it in his report. Mr. Murphy asked if there is a Homeowners Association. Mr. Coon stated, no. With nothing further, the Chair asked staff to read their reports for the Commission. Chairman Bauchiero asked if there were any questions. With none, the Chair opened it up to the public for those who wished to speak in opposition or in favor of the application.

1. Ed Moser, Pastor of River Valley Fellowship Church, Inc. of 84 Susan Drive spoke in favor of the application.

Mr. Winne asked for clarification on the proposed cross culverts, Mr. Turbet responded. Secretary Ravenola made the motion to close the public hearing for File# 2012-13 6-lot subdivision located on Canal Road at 8:06 pm, seconded by Mr. Winne. Motion carried unanimously.

File # 2012-12: Proposed text amendment [PA 490 Open Space Designation] to be added to the Open Space section of the Plan of Conservation and Development. Mr. Hawkins stated that he is on the agenda for approval at the next Town Meeting scheduled for September 27, 2012. Mr. Hawkins gave a detailed explanation for the proposed text amendment. Mr. Hawkins stated that the proposed PA 490 Open Space Designation is an option for Towns, whereas the other Public Acts 490 for farmland and forest land is mandatory by the State. Discussion followed. Mr. Hawkins stated that the Board of Selectman has approved the proposed text amendment. Mr. Hawkins stated that if approved, the Plan of Conservation and Development will be updated. Chairman Bauchiero asked if there were any questions. There were none.

Chairman Bauchiero opened it up to the public for those who wished to speak in opposition or in favor of the application. With none, Secretary Ravenola made the motion to close the public hearing for File# 2012-12 proposed text amendment [PA 490 Open Space Designation] at 8:14 pm, seconded by Vice Chairman Kuras. Motion carried unanimously 5-0-0.

III. NEW BUSINESS

File # 2012-14: Special Permit renewal for a day care facility located at 499 Mapleton Avenue; Map 52H, Block 42, Lot# 40. Applicant Conway's Kiddie Kollege. Mr. Hawkins gave a brief explanation of the renewal, and said he sees no reason not to accept the application and set the public hearing date for the next regular meeting date. Secretary Ravenola made the motion to accept File# 2012-14 special permit renewal for a day care facility located at 499 Mapleton Avenue and set the public hearing date for October 15, 2012, seconded by Mr. Murphy seconded. Motion carried unanimously 5-0-0.

IV. OLD BUSINESS

File # 2011-13B: Second and final 90 day extension request from Denno Land Surveying & Consulting, LLC to file 7-lot subdivision plans [432 South Main Street] at the Town Clerks office. Map 34H, Block 48, Lot# 95-1. Mr. Hawkins gave an explanation for the extension request, a brief discussion followed. Mr. Murphy made the motion to approve the extension for File# 2011-13B for its second and final 90 day extension to file the subdivision plans at the Town Clerks office, seconded by Secretary Ravenola. Motion carried unanimously 5-0-0.

File # 2012-9: Special Permit request from Kirby & Lisa Trase for proposed rear lot located at 621 Halladay Avenue, Map 26, Block 28, Lot 17 & 18. **File # 2012-10: Request for 2-Lot**

subdivision located at 621 Halladay Avenue, Map 26, Block 28, Lot 17 & 18. Applicant Kirby & Lisa Trase. *These files were voted on concurrently.* There was a discussion regarding access to abutting landlocked parcels for the proposed rear lot. The Chair asked if the Commission was satisfied with the waiver requests. Everyone agreed that they were satisfied. Mr. Turbet reiterated his request for the pins and their locations. With nothing further the Chair asked for a motion.

Mr. Murphy made the motion to approve File# 2012-9 special permit request for a proposed rear lot located at 621 Halladay Avenue and File# 2012-10 request for 2-lot subdivision located at 621 Halladay Avenue with the following conditions:

1. Four iron pins need to be added to the corners of Parcel B prior to the Commission signing the mylars for filing.
2. An iron pin needs to be added to the new corner of the N/F Maureen A. Czerpak lot prior to the Commission signing the mylars for filing.
3. A fee-in-lieu of open space in the amount of \$3,000 is accepted for the rear lot being created on Halladay Avenue.
4. Subdivision standard approval conditions # 1-7, 9 and 11 apply.

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

Mr. Murphy made the motion to approve the waiver requests for installation of sidewalks, curbs and gutters, street lighting, and evergreen screen along the sides of the driveway of proposed rear lot for File# 2012-9 and File#2012-10, seconded by Secretary Ravenola. Motion carried unanimously 5-0-0.

File # 2012-13: Request for 6-Lot subdivision located on Canal Road, Map 87H, Block 55, Lot 4. Applicant Elm Construction, LLC. With no discussion the Chair asked for a motion. Mr. Murphy made the motion to approve File# 2012-13 request for 6-lot subdivision located on Canal Road with the following conditions:

1. Two monuments shall be added at street line changes in front of Lots 2 and 5.
2. To define the interior easements of all lots, three iron pins shall be added to define the drainage easement on the north and east side of lot one, and twelve iron pins [at angle points] to define the northern limit of easements across the fronts of all lots shall be added prior to the Commission signing the mylars for filing.
3. Each driveway apron shall be graded to prevent road drainage from entering it.
4. Additional notes shall be added to the plans to split rear yard drainage and prevent concentrated flows from crossing driveways.
5. To handle concentrated flows on the north side of Canal Road, a paved bleed-off may be required next to the drainage outfall on Lot 6.
6. To prevent high water elevation in catch basin CB2 from impacting the footing drain of the house on Lot 2, it is recommended that the basement elevation be set higher than the top of frame elevation for this catch basin.
7. A bond estimate shall be submitted for the cost of drainage work, hydrant installation, monuments and iron pins prior to the Commission signing the mylars for filing.
8. Plans recommended for filing shall include sheets 1 and 2.
9. A fee-in-lieu of open space in the amount of \$3,000 per lot is accepted for each of the six lots being created on Canal Road.
10. Subdivision standard approval conditions # 1-6, 8 [Bond to be posted at sale or transfer of first lot], 9, 11, and 13 apply.

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

Mr. Murphy made the motion to approve the waiver requests for installation of sidewalks, curbs and gutters, street lights, and street trees for File# 2012-13, seconded by Secretary Ravenola. Motion carried unanimously.

File # 2012-12: Proposed text amendment [PA 490 Open Space Designation] to be added to the Open Space section of the Plan of Conservation and Development. Mr. Hawkins reported that the Capitol Region Council of Governments gave a positive report dated September 13, 2012. With nothing further, the Chair asked for a motion. Mr. Murphy made the motion to adopt File# 2012-12 proposed text amendment to be added to the Open Space section of the Plan of Conservation and Development, seconded by Secretary Ravenola. Motion carried unanimously 5-0-0.

V. REPORTS

- **Town Planner-** Mr. Hawkins gave his report on an addition proposed to the Holcomb Hall building located at the Suffield Academy. Mr. Hawkins stated that the addition was minor and Chairman Bauchiero was made aware of the proposed changes and was satisfied with staff approving the proposal in house. Discussion followed.
- Mr. Hawkins stated that additional work is being done by Connecticut Light and Power Company to the driveway at the Suffield Sportsman's Club located on Phelps Road. Mr. Hawkins stated that the driveway entrance is being widened and the gate is being moved back. It may be used by school buses as a turn around.
- AT&T will be adding an additional structure under the water tower which was approved on a previous application. Plans were submitted to the Building Department and permits were pulled and signed off. Discussion followed.
- Mr. Hawkins stated that a Town Meeting will be held September 27, 2012 to either approve or deny selling the Bridge Street School property among other items.
- Mr. Hawkins stated that he submitted the Adaptive Reuse of Town Owned Properties "Draft" amendment to Attorney Landolina for his review and comments. *The draft amendment was handed out at the August 20, 2012 regular ZPC for the Commissions review.* Mr. Hawkins is waiting to hear from Attorney Landolina.

VI. MINUTES

Chairman Bauchiero asked the Commission if they had any changes or concerns with the minutes of the August 20, 2012 meeting. With none, the Chair asked for a motion. Secretary Ravenola made the motion to approve the August 20, 2012 meeting minutes, seconded by Mr. Murphy without any changes. Motion carried unanimously 5-0-0.

VII. ADJOURNMENT

A motion was made and seconded to adjourn the September 17, 2012 regular ZPC meeting at 8:50 pm.

Respectfully Submitted,



Francis Ravenola, Secretary