

**SUFFIELD PLANNING & ZONING COMMISSION  
MINUTES OF REGULAR MEETING  
November 15, 2021**

**Present:** Mark Winne, Chairman  
Ginny Bromage, Secretary  
Erin Golembiewski  
Tracy Hespelt  
Leon Litvak  
Jeff Girard, Alternate  
Christine Sinopoli, Alternate  
Ross Wilcox, Alternate

**Also Present:** Bill Hawkins, AICP, Director of Planning & Development  
Carl Landolina, Commission Attorney  
Ellie Binns, Administrative Assistant

*The proceedings of this hybrid video/teleconference meeting were recorded and are available on the Town website, along with all of the application materials.*

**I. ROLL CALL**

Chairman Winne called the meeting to order at 7:00 PM as a hybrid meeting with five commission members in person and three members on the video/teleconference call. Mr. Winne called the roll and appointed alternate Ross Wilcox to vote as a full member for this meeting.

**II. PUBLIC COMMENT – None**

**III. PUBLIC HEARING**

File # 2021-6: Request for a seven (7)-lot subdivision of the property located at 541 South Street on the south side of Fiddlehead Place. Map 26H, Block 34, Lot 5. Applicant - Custom Homes Development Group, LLC.

The applicant submitted a letter today formally withdrawing their application. In addition, they have asked the Commission to consider adding a pre-application conference to discuss a flexible residential development (FRD) subdivision for the same property to the agenda.

Ms. Bromage moved to add a pre-application conference for a flexible residential development subdivision located at 541 South Street next on the agenda. The motion was seconded by Ms. Golembiewski and passed unanimously 6-0-0.

#### **IV. PRE-APPLICATION CONFERENCE**

T. J. Baressi of Baressi Associates, LLC, reviewed the proposed plans for an FRD subdivision at 541 South Street on behalf of Custom Homes Development Group, LLC. He described the property, which is 12.68 acres in an R25 zone with 0.75 acres of wetlands. He explained that the lot could have up to 12 lots following the density calculations in the regulations. There would be no activity in the wetlands. They are proposing eight lots with 6.34 acres of open space. The plan is to use the existing Fiddlehead Place road for frontage and access to the lots. There was a discussion regarding the status of the road and the applicant's ability to create new building lots on it. Mr. Hawkins gave a brief explanation including that the road is not yet a public road and is currently considered a private road owned by the builder of the Fiddlehead subdivision, F& L Construction, Ltd. Mr. Hawkins explained that as he interprets the Zoning and Subdivision regulations new building lots cannot be approved on a private road. Attorney Scott Lingenfelter, representing the applicant, gave an analysis of the road ownership and its status as a private versus a public road, explaining why it would be appropriate to approve an additional subdivision using the Fiddlehead Place as the road. Commission Attorney, Carl Landolina, explained the regulations that the Commission would need to consider in determining the status of the road as it pertains to this proposed subdivision as well as whether the applicant has the ability to access their property over the road. Mr. Hawkins noted that F & L Construction, Ltd., in a letter dated 11/15/21, stated that they have not granted access or use of the road at this time, and they intend to finish their subdivision. They are also asking for an extension of their 5-year subdivision approval.

#### **V. OLD BUSINESS – None**

#### **VI. NEW BUSINESS – None**

#### **VII. REPORTS**

##### **Chairman – None**

**Director of Planning and Development** – Mr. Hawkins reviewed the work that he has done on the draft regulation for Cannabis Establishments based on the recommendation from the Commission at last month's meeting. He made revisions based on the input from the Commission members and reviewed what he learned from other town's regulations. The draft of the proposed regulations address special permits for a cannabis retailer, hybrid retailer and micro-cultivator uses. These establishments would be limited to the Planned Development Industrial Park Zone (PDIP) and the Industrial Zone (I). Commission members discussed the distance they should be from schools, residential zones, playgrounds, daycares, and churches. They also suggested that there be no detectable odor beyond the property line for the micro-cultivators. Mr. Hawkins will incorporate the comments from this evening's meeting and present it on a staff level to the Board of Selectmen for review prior to beginning the text amendment process.

Mr. Hawkins continued the discussion from last month with regard to Public Act 21-29 explaining that the Commission can initiate an opt-out process with regard to the requirements

for accessory dwelling units (ADUs) and reduced parking standards. After discussion, it was the consensus of the commission not to opt out of the ADU and reduced parking standard requirements and to have staff propose the necessary changes to the regulations to comply with the changes to State Statutes.

#### **VIII. MINUTES**

Ms. Bromage moved to approve the minutes of the October 18, 2021 regular meeting. The motion was seconded by Ms. Golembiewski and approved 5-0-1 with Mr. Wilcox abstaining as he was not at the meeting.

#### **IX. CORRESPONDENCE - None**

#### **X. ADJOURNMENT**

With nothing further to come before the commission, Ms. Bromage made a motion to adjourn at 9.02 PM. The motion was seconded by Ms. Goliembiewski and approved unanimously 6-0-0.

Submitted,

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Ginny Bromage, Secretary

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