

**SUFFIELD ZONING AND PLANNING COMMISSION  
MINUTES OF REGULAR MEETING  
February 24, 2014**

**Present:**               **Frank Bauchiero, Jr., Chairman**  
                              **John Murphy, Vice Chairman**  
                              **Chester Kuras, Secretary**  
                              **Mark Winne**  
                              **Gina Pastula, Alternate**  
                              **Ginny Bromage, Alternate**

**Absent:**               **Charles Sheehan**  
                              **Jack Bucior, Alternate**  
                              **Mark O’Hara**

**Also Present:**       **Bill Hawkins, AICP, Town Planner**  
                              **Gerry Turbet, Town Engineer**  
                              **Eleanor Binns, Administrative Secretary**

The proceedings of this meeting were voice recorded.

**I.       ROLL CALL**

Chairman Bauchiero called the meeting to order at 7:00 pm and asked Mrs. Binns to take a silent roll call. In the absence of Mr. O’Hara, Mrs. Pastula was appointed as the alternate voting member. In the absence of Mr. Sheehan, Mrs. Bromage was appointed as the alternate voting member.

**II.     PUBLIC HEARINGS**

There were no public hearings

**NEW BUSINESS**

**File #2014-2:** Text Amendment to Zoning Regulations - Accessory Buildings, Section III.F.3  
Mr. Hawkins stated that the draft of the text amendment is complete and ready to go to the process of a public hearing.

Mrs. Pastula moved to accept File# 2014-2; and set the public hearing for March 17, 2014, seconded by Mr. Winne. Motion carried unanimously 6-0-0.

**File #2014-6:** Request for a 2 lot resubdivision located at 3999 Mountain Road, Map 44, Block 3, Lot 4/5. Applicant – Reja Acquisition Corp.

Mr. Kuras moved to accept File# 2014-6; and set the public hearing for March 17, 2014, seconded by Mrs. Pastula. Motion carried unanimously 6-0-0.

**File # 2014-5:** Request for 8-24 Report for the proposed ADA accessible addition to the Kent Memorial Library, Suffield, CT.

Mr. Hawkins reviewed Connecticut State Statute 8-24 which requires the commission to review any improvements to municipal buildings. This request for the review of the proposed addition to the Kent Memorial Library has been submitted by the Board of Selectmen. The plan is for an approximately 2,000 square foot addition to the library to provide for handicapped access. The addition would include an elevator, stairs, and handicapped accessible bathrooms. The entrance would be at ground level which would require new grading with retaining walls and there would also be a handicapped accessible ramp built next to the addition. Mr. Hawkins stated that the Design Review Board will meet to review the plan later this week. The architect will be at the next meeting to review the site plan details with the commission.

Mr. Winne moved to vote in favor of the 8-24 report for the addition to the Kent Memorial Library, seconded by Mrs. Pastula. Motion carried unanimously 6-0-0.

**File #2014-7:** Request for a special permit and site plan approval for a light industrial building located at the corner of South St. and Austin St. Map 27H, Block 37, Lot 1/1A.

Applicant – PDS Engineering & Construction, Inc.

Mr. Hawkins stated that this is for a proposed building for light industrial use.

Mrs. Pastula moved to accept File# 2014-7; and set the public hearing for March 17, 2014, seconded by Mr. Winne. Motion carried unanimously 6-0-0.

**File #2014-8:** Request for a Special Permit to create a rear lot located at 749 North Stone St. Map 13, Block 12, Lot 38. Applicant – John and Julie Berry.

Mr. Hawkins stated that this will be for a single family home on 27 acres.

Mrs. Pastula moved to accept File# 2014-8; and set the public hearing for March 17, 2014, seconded by Mr. Kuras. Motion carried unanimously 6-0-0.

**File #2014-9:** Request for a 2-lot resubdivision for a single family home located at 749 North Stone St. Map 13, Block 12, Lot 38. Applicant – John and Julie Berry.

Mrs. Pastula moved to accept File# 2014-9; and set the public hearing for March 17, 2014, seconded by Mr. Winne. Motion carried unanimously 6-0-0.

### III. OLD BUSINESS

**File # 2014-3:** Request for 8-24 Report from the Board of Selectmen to accept Lise Circle, as a town road. This road serves the Malec Farms subdivision located off of Mapleton Avenue. Request from Briarwood Homes to reduce the bond for the Malec Farms subdivision to the ten percent maintenance level. Applicant - Briarwood Homes, Inc.

Mr. Turbet reviewed the 8-24 report that he has written on this road which includes a summary of the time table for the work done. He described the construction of the road and the sidewalk work. The bulk of the work was done in 2008 on this road with the final pavement completed this past fall. All the work is complete on the road and was done under town inspection along the way. He recommended a positive 8-24 report.

Mr. Turbet further recommended reducing the bond to the ten percent maintenance level of \$75,000.00, which would remain in effect for a year after the town accepts the road at a town meeting. This will allow for any final repairs needed to the road.

Mr. Winne moved approval of a favorable 8-24 report and to reduce the bond to a ten percent level of \$75,000.00; seconded by Mrs. Pastula. Motion carried unanimously 6-0-0.

**File # 2014-4:** Request for 8-24 Report from the Board of Selectmen to accept LaFountain Road & Sutula Road as town roads. These roads serve the Sunset Point subdivision located off of South Street.

Request from Briarwood Homes to reduce the bond for the Sunset Point subdivision to the ten percent maintenance level.

Applicant - Briarwood Homes, Inc.

Mr. Turbet reviewed the 8-24 report that he has written on this road which includes a summary of the time table for the work done. He noted that the road was completed in the fall of 2012 and that all the work was under town inspection along the way. He recommended a positive 8-24 report.

Mr. Turbet also recommended reducing the bond to a ten percent maintenance bond of \$79,000.00 which would remain in effect for a year after the town accepts the road at a town meeting. This will allow for any final repairs needed to the road.

Mr. Winne moved approval of a favorable 8-24 report and to reduce the bond to a ten percent level of \$75,000.00; seconded by Mrs. Pastula. Motion carried unanimously 6-0-0.

**File # 2012-18B:** Request for bond reduction to thirty percent of the total for Hamlet on South Main subdivision, Limric Lane.

Applicant - Mark A. O'Neill, Hamlet Homes, Inc.

Mr. Turbet submitted his report recommending the reduction of the current bond of \$90,000.00 to \$30,000.00. The report details the final work that will be needed and the cost estimates of that work.

Mr. Winne moved to reduce the bond from \$90,000.00 to \$30,000.00; seconded by Mrs. Pastula. Motion carried unanimously 6-0-0.

#### **IV. REPORTS**

##### **Chairman**

The chairman did not have anything new to report.

##### **Town Planner**

Mr. Hawkins brought the commission up to date on the meeting between CVS and the Design Review Board. CVS is in the planning stages of constructing a new building on the Laureno property at the corner of Mountain Road and Ffyer Place across the street from their current location. The new building would include a drive through and would have access from Mountain Road as well as Fyler Place which would continue to be a private road. The Design Review Board did request some changes to the design of the building submitted and CVS is going to come back with revised elevation drawings.

Mr. Hawkins met with representatives of Designs for Health at their facility on South Street to discuss additional outdoor lighting. They will be adding more wall pack lights on the building and some site lighting in compliance with the regulations which Mr. Hawkins reviewed with them.

Mr. Hawkins was contacted by Frank DeMarinis of Sage Engineering about the possibility of having a restaurant in the building at 82 North Main St., aka Suffield Commons. One of the main concerns is there would need to be additional parking. Mr. Hawkins will continue to discuss the possibility with Mr. DeMarinis and will keep the commission updated.

Mr. Hawkins informed the commission that he currently has an intern, Eric Jespersen who is a student at Westfield State College. He is working part time in the office for this semester. Eric grew up in Suffield and is majoring in regional planning and environmental science. He is shadowing the town planner and doing projects with the GIS maps.

Mr. Hawkins said that he is currently in the budget process and is going before the Board of Finance on Monday, March 3<sup>rd</sup>. The proposed commission budget has decreased due to changes in staff compensation. However, legal fees are up due to zoning enforcement issues and money may have to be taken from another line item or transferred from a different source to cover further expenses.

**V. MINUTES**

Mr. Murphy made a motion to approve the January 27, 2014 regular meeting minutes as submitted, seconded by Mrs. Pastula. The motion was carried, 6-0-0.

**VI. CORRESPONDENCE**

There was no correspondence to review.

**VII. ADJOURNMENT**

Mr. Murphy made a motion to adjourn at 8:05 p.m.; seconded by Mrs. Pastula. Motion carried unanimously 6-0-0.

Submitted,

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Chester Kuras, Secretary

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