

**SUFFIELD ZONING AND PLANNING COMMISSION
MINUTES OF REGULAR MEETING
OCTOBER 20, 2008**

Present: Mr. Frank E. Bauchiero, Jr., Chairman
Mr. Chester Kuras, Vice Chairman
Mr. John O'Malley, Secretary
Mr. John Conley, Jr.
Mr. Jeffrey Carboneau, Alternate
Mr. Mark Winne, Alternate
Mr. Charles Sheehan, Alternate
Mr. Frank Ravenola
Mr. Glen Vincent

Absent: Mr. Gerry Turbet, Town Engineer

Also Present: Mr. Bill Hawkins, Town Planner
Mr. Jim Taylor, Zoning Enforcement Officer
Mrs. Karen Doyon, Administrative Secretary

I. ROLL CALL

Chairman Bauchiero called the meeting to order at 7:00 p.m. and asked the Administrative Secretary to take a silent roll call. Chairman Bauchiero reported that there was no Legal Notice to read into the record.

II. PUBLIC HEARINGS

File # 36-2008: Request to Accept Proposal to add into Section II. V., letter S "FARM STAND PERMANENT" to the Zoning Regulations. File # 37-2008: Request to Accept Proposal to add into Section II. V., letter T "WINERIES" to the Zoning Regulations. These files were heard concurrently.

Chairman Bauchiero asked Mr. Taylor if he would respond to the Connecticut Farm Bureau Association's (CFBA) letter dated, September 16, 2008, which strongly opposed item 2 under Permanent Farms Stands and Wineries regarding the 5 acre minimum. *Mr. Carboneau entered the meeting at 7:02 p.m. and was brought up to date by Chairman Bauchiero.* Mr. Taylor explained briefly what authority the town has under their definitions; he said that the town has always defined 5 acres (minimum) as a farm. After a brief discussion, Chairman Bauchiero asked the members if they were comfortable leaving in the acreage as proposed in item 2 of the application, at which all the members agreed to leave the same. *Mr. O'Malley entered the meeting at 7:05 p.m. and was brought up to date by Chairman Bauchiero.*

Chairman Bauchiero asked Mr. Taylor about liquor license with regards to a winery. Mr. Taylor explained that the applicant would have to comply with all state requirements when obtaining a liquor license to distribute and/or sale wine.

With regards to the permanent farm stand proposal, there was a brief discussion on the regional line of importing goods and what type of goods that would be acceptable to import. After which the Commission members agreed that the regulation should read, “*All items sold at the stand shall be Connecticut and/or Massachusetts Grown*” under item 8. There was an in-depth discussion on the process of operating and serving soft-served ice cream, which included the following:

- State requirements with regards to equipment;
- What’s required from North Central Heath District;
- Sanitary Requirements;
- Parking.

Chairman Bauchiero asked the Commission Members for a “straw vote” to keep soft-served ice cream in under item number 8 of the proposed text change. Six members voted to leave it IN, three members voted to take it OUT. With a six to three vote the Commission ruled that soft-served ice cream should stay in. Mr. O’Malley questioned number five of the proposal, asking if the Commission should state that the farm stand or winery need be owned and operated by the farm owner. Mr. Taylor said that it could be changed to read, “*owned or leased*”, at which every one was in agreement. Mr. Winne pointed out an administrative error, stating that there are two 5’s numbered on the proposal (under permanent farm stand) and that it should be renumbered. Mr. Taylor acknowledged the error and said that the change would be made. With nothing further, Chairman Bauchiero opened it up to the public in favor, or opposed of File # 36-2008 or File # 37-2008. With no public input for or against, the public hearing was closed @ 7:19 p.m.

III. NEW BUSINESS

File # 44-2008: Request from Margaret Nocturne for a 2-lot Subdivision (Nocturne Subdivision), located at 1063/1071 Sheldon Street, Map 23, Block 25, Lot(s) # 8 & 9. Applicant: Margaret Nocturne. Chairman Bauchiero asked the secretary if there was anything on the agenda for the month of November, with none, the Chair asked for a motion. Mr. Conley made the motion to accept **File # 44-2008** and set a public hearing date for the November 17, 2008 regular meeting, seconded by Mr. Ravenola. Motion was approved, 6-0-0.

File # 45-2008: To consider a proposal from the Suffield Zoning and Planning Commission (in accordance with section XIV. E., of the Zoning Regulations) to amend the Town of Suffield Zoning Map. Chairman Bauchiero asked the Commission members if they had any questions, with none, the Chair asked for a motion. Mr. Conley made the motion to accept **File # 45-2008** and set a public hearing date for the November 17, 2008 regular meeting, seconded by Mr. Ravenola. Motion was approved, 6-0-0.

File # 46-2008: 8-24 Report request for the acquisition of the Cannon Property on Sheldon Street. Chairman Bauchiero asked Mr. Hawkins to discuss any information he may have on the acquisition.

Mr. Hawkins reported that the Board of Education has a \$5 million grant (approximate) to build a Regional Voag Center, part of which was allocated to purchase land, and build a large animal facility. The Board of Education and the Education Department in town has agreed upon the purchase of the

Cannon Property, located adjacent to the Suffield High School. Mr. Hawkins discussed the purchase price of the property, and said it needs the Commission's approval to move forward. He read into the record a Memorandum from School Superintendent Reynolds, dated October 8, 2008, to the Suffield Board of Finance Chairman (Justin Donnelly, Esq.). The memo discussed the "Background" of the purchase, a "Discussion/Analysis" of the grant which required certain specifications, the "Financial Impact", "Board Actions" and other "Recommendations". Mr. Hawkins handed out two site maps for the Commission members to see the property in question, and after viewing the map it brought up a discussion of the proposed bridge (shown on the map) that would connect Suffield High School to Bruce Park. Chairman Bauchiero asked Mr. Hawkins if the proposed building would house animals, Mr. Hawkins said, yes. Mr. Hawkins reported that there is a farm road on the property, and that he approves of the acquisition. With nothing further, Chairman Bauchiero asked the Commission if they had any questions, with none, he asked for a motion. Mr. Ravenola made the motion to accept File # 46-2008, 8-24 report, for the acquisition of the Cannon Property on Sheldon Street, seconded by Mr. Vincent. The motion was approved 6-0-0.

File# 47-2008: Request from the Town of Suffield for a Special Permit to create a Municipal Senior Center at 145 Bridge Street (Calvary Church), Map 44H, Block 47, Lot # 12. Applicant: Town of Suffield. Chairman Bauchiero asked if there were any questions, with none, he asked for a motion. Mr. Conley made the motion to accept File # 47-2008 and set the public hearing date for the November 17, 2008, regular meeting, seconded by Mr. Ravenola. Motion was approved, 6-0-0.

IV. OLD BUSINESS

File # 36-2008: Request to Accept Proposal to add into Section II. V., letter S "FARM STAND PERMANENT" to the Zoning Regulations. Chairman Bauchiero asked the members if they had any questions, with none, the Chair asked for a motion. Mr. Conley made the motion to approve File # 26-2008 to accept proposal to add into Section II. V., letter S "FARM STAND PERMANENT" to the Zoning Regulations with the following conditions:

- Renumber items 1 through 9 (to remove double number 5);
- The new number 6 would read "*The stand shall be operated by the farm owner, or the leaseholder*";
- The new number 9 would have the words "*Connecticut and/or Massachusetts*",

with the effective date of November 14, 2008, seconded by Mr. Ravenola. Motion was approved 6-0-0.

File # 37-2008: Request to Accept Proposal to add into Section II. V., letter T "WINERIES" to the Zoning Regulations. Chairman Bauchiero asked the members if they had any questions, with none, the Chair asked for a motion. Mr. Conley made the motion to approve File # 37-2008 to add into Section II. V., letter T "WINERIES" to the Zoning Regulations with the following conditions:

- Item 6 shall read, "*The winery shall be operated by the farm owner, or the leaseholder*",

with the effective date of November 14, 2008, seconded by Mr. Ravenola. Motion was approved 6-0-0.

V. REPORTS

Town Planner – Plan of Conservation

Mr. Hawkins briefly discussed his draft RFQ, date stamped, October 14, 2008. He said the “Request for Qualifications for Update of Plan of Conservation and Development” letter would be a guideline for consultants and/or firms that may be interested in submitting their statements of qualifications. Mr. Hawkins recommended that the Commission set up a “Steering Committee” to oversee the progress. Mr. Winne asked if a Steering Committee should be formed before the review process, and Mr. Hawkins said that it should. Mr. Sheehan recommended that the qualifications of key staff should also be included in the RFQ criteria, Mr. Hawkins agreed. Mr. Hawkins recommended that the Consultant and/or firm awarded the project should give a quote for the entire Plan of Conservation, which all the members were in agreement with. The next step Mr. Hawkins said would be to set up a Committee to go through the selection criteria. There was a brief discussion on funding. Then Mr. Sheehan volunteered his services to serve on the Committee, along with Mr. Winne and Mr. O’Malley. Mr. Hawkins was pleased with the initiation and said that he would post the information on the Suffield website, along with sending out memo’s to other Commission’s and Board members for there feedback. Mr. Hawkins said that he would like to see a committee put together selection criteria by November 24, 2008. Mr. Hawkins reported that he would make the change in his letter, on page 2, to add under letter D. “Resume of Key Personnel”. With nothing further, Mr. Hawkins gave the floor back to Chairman Bauchiero.

VI. CORRESPONDENCE

There was a brief discussion on Enforcement issues, at which Mr. Taylor responded.

VII. MINUTES – September 15, 2008 Regular Meeting Minutes, Amended September 15, 2008, Regular Meeting Minutes, and September 24, 2008, Special Meeting Minutes.

Chairman Bauchiero asked the members if they had any questions or concerns before a motion is made, with none, Mr. Carboneau made the motion to approve the September 15, 2008 Regular Meeting Minutes and the Amended September 15, 2008, Regular Meeting Minutes with no changes, seconded my Mr. Conley. Motion was approved, 6-0-0.

Chairman Bauchiero asked the members if they had any questions or concerns before a motion is made, with none, Mr. Conley made the motion to approve the September 24, Special Meeting Minutes with no changes, seconded by Mr. Vincent. Motion was approved 6-0-0.

VIII. ADJOURNMENT

With nothing further, Mr. Carboneau made the motion to adjourn at 7:50 p.m., seconded by Mr. Ravenola. Motion was approved 6-0-0.

Respectfully Submitted,

John O’Malley, Secretary

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