

**SUFFIELD ZONING AND PLANNING COMMISSION
MINUTES OF REGULAR MEETING
DECEMBER 15, 2008**

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

Absent: Mr. Jeffrey Carboneau, Alternate
Mr. Charles Sheehan, Alternate

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

I. ROLL CALL

Chairman Bauchiero called the meeting to order at 7:04 p.m. and asked the Administrative Secretary to take a silent roll call; he recognized Mr. Hawkins, Mr. Taylor and Mr. Turbet as being present. Secretary O'Malley read into the record the legal notice which was advertised in the Hartford Courant on December 4, 2008 and December 11, 2008.

II. INFORMAL DISCUSSIONS – None

III. EXECUTIVE SESSION - None

IV. PUBLIC HEARINGS

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 as follows: Six parcels located on Mountain Road to change from Neighborhood Commercial (NC) Zone to Town Center Village District (TCV) Zone: Map 24H, Block 30, Lot(s) # 129 through 132, and Map 34H, Block 30, Lot(s) # 113 & 128; Three parcels on High Street to change from R-25 Residential Zone to TCV Zone: Map 34H, Block 30, Lot(s) # 110, 111 & 112; Parcel at 82 North Main Street to be changed from R-25 Residential Zone to TCV Zone: Map 43H, Block 45, Lot # 275; Parcel at 13 Bridge Street to be changed from R-25 Residential Zone to TCV Zone: Map 44H, Block 47, Lot # 1; Parcel at 34 South Main Street to be changed from R-25 Residential Zone to TCV Zone: Map 44H, Block 47, Lot # 226 Chairman Bauchiero asked Mr. Hawkins to give his report on the proposal.

For general housekeeping: Mr. Hawkins reported that the application was not heard at last month's meeting due to an error in the legal notice advertisement; he said, the legal notice had been corrected then re-advertised in order to be heard at this evening's meeting. He pointed out to the Commission, from a large scale map, the districts which pertain to the twelve parcels proposed to be changed. Mr. Hawkins stated that he contacted all of the property owners and they found no conflict with the proposal. He reported that the Economic Development Commission (EDC) is vastly in favor of the proposal because the change would allow more uses for the properties as they are contiguous to other TCVD parcels. Mr. Hawkins stated that some property owners came to the Zoning and Planning office in full support of the change.

Mr. Ravenola asked Mr. Hawkins that if the application was approved and the changes are made to the parcels, would those changes need to go through the Design Review Board (DRB), Mr. Hawkins responded, yes. Mr. O'Malley asked if the change would affect signage, Mr. Hawkins responded, no. Mr. Taylor reported that any new signage would fall under the Town Center Village District Signage regulations, and approval would need to go through the

Historic District and the Design Review Board. With no further questions, Chairman Bauchiero opened up the floor to those in favor of the application.

Attorney Joseph Flynn representing the owner's interest of 228 and 230 Mountain Road, professional office buildings stated that they are in favor of the changes proposed.

Leeayn Burke of the First Church of Christ spoke in favor of the proposed change.

Rowland Dowd of 357 North Main Street spoke in favor of the proposed change.

With nothing further, Chairman Bauchiero opened up the floor to those opposed of the application; with none, the public hearing was closed.

File # 50-2008: Request from Daniel Carnevale for 10-lot Subdivision called Vinrose Lane, located off Thompsonville Road, Suffield; Map 75H, Block 45, Lot # 121. Representing the applicant was Tim Coon of J.R. Russo & Associates, East Windsor. Also present was applicant Daniel Carnevale, and Ray Dubois an inheritor of the property.

Mr. Coon reported that the 10 lot subdivision went through a name change [at the discretion of the fire department, and Chief Thomas Bellmore], from Vinrose Lane to Cassotta Lane. Mr. Coon reported that the site sits on approximately 9.44 acres, located south of Thompsonville Road, across the street from Flemings Trucking, between First Street and Rawlins Brook Road. The proposed subdivision is in a R25 residential zone, and is currently used for agriculture. Mr. Coon gave a detailed description on the location of Cassotta Lane through the proposed subdivision. He pointed out on the site plan where the sanitary sewer is located, which he stated will run under Cassotta Lane. He also reported that the subdivision will be serviced by public water. Mr. Coon reported that the existing farm road crossing will need to be widened, which requires that the existing culverts be replaced for the implementation of a new drainage system. He discussed the drainage topography of the cross culverts for the farm road and briefly discussed the proposed swale to be located east of Lots, 9, 8, 7 and 6. Mr. Coon discussed briefly the: drainage report dated July 8, 2008, which was submitted with the application; and the proposed fee-in-lieu value for the lots. Mr. Coon discussed the following waiver requests:

- **Subdivision Plan at 1"=50' scale, verses 1'=40' per Section 401;**
- **Street Lighting per Section 918 along Thompsonville Road;**
- **Installation of Sidewalks along Thompsonville Road (Thompsonville Road currently has no sidewalks) per section 904;**
- **Curbs and Gutters along Thompsonville Road east of the new subdivision road (this section of Thompsonville Road does not have curbs) per Section 904.**

Mr. Coon reported that they received approvals from: Conservation Commission on October 30, 2008; Town of Suffield Water Pollution Control Authority on June 13, 2008; and Connecticut Water on October 30, 2008. Mr. Coons reported that the subdivision meets all Subdivision and Zoning Regulations. There was a brief discussion with regard to the effect of installing a swale on the existing tree line located south of the town drainage easement and east of Lots 5, 6, 7, and 8; he reported that only one twelve inch diameter tree would be removed in order to install the swale along the property line.

There was a brief discussion between Mr. Coon and Chairman Bauchiero with regards to the type of curb proposed along Cassotta Lane. Chairman Bauchiero asked Mr. Coon to discuss the wetland area along the existing drainage ditch, located within the town easement, after which there was a lengthy discussion. There was also a brief discussion with regards to drainage during construction.

For the record, Mr. O'Malley summarized a letter submitted to the Zoning and Planning Commission, dated December 12, 2008, from Valerie A. Utton. He briefly discussed his concerns with the Uniform Residential Appraisal Report submitted by Chris Burke. There was brief discussion with regard to the Fee-in-Lieu procedure,

and the evaluation date on the Appraisal Report. With no more questions from the Commission, Chairman Bauchiero asked Mr. Hawkins to read his report.

Mr. Hawkins read from his report dated, December 10, 2008, addressed to the Zoning and Planning Commission. Mr. Hawkins reported that he reviewed all the approval letters included in the application, and conducted a staff meeting with the applicant and their engineer. Mr. Hawkins continued to report on the following:

- 1. Existing Conditions;**
- 2. Proposed Conditions;**
 - Lot Configuration
 - Proposed Road
 - Open Space
 - Utilities
 - Drainage
 - Waivers
- 3. Analysis;**
 - Lot configuration
 - Proposed Road
 - Open Space
 - Drainage
 - Waivers
- 4. Considerations.**

Mr. Hawkins reported that he submitted plans to Mr. Bellmore with regards to the proposed fire hydrant locations, and he reported that Mr. Bellmore had no problem with the proposal. With nothing further, Chairman Bauchiero asked Mr. Turbet to read his report.

Mr. Turbet read from his report dated, December 10, 2008, addressed to the Zoning and Planning Commission. Mr. Turbet reported on the general description of the application which entailed: the number of lots; type of design; proposed roads; review materials; and the preliminary review meeting. Mr. Turbet continued to report the following:

- 1. Traffic, Sight Distances;**
 - Traffic Impacts
 - Sight Distances
- 2. Roads, Driveways;**
 - Proposed Road
 - Road Entrances
 - Cul-de-sac(s)
 - Driveways
- 3. Drainage;**
 - Existing
 - Proposed
 - Calculations
 - Road Underdrains
 - Footing Drains
- 4. Utilities;**
 - Sanitary Sewer
 - Water
- 5. Street Lights;**
 - Requirement
- 6. Bond Estimate;**
 - Requirement

7. Waivers.

- Requirement

Mr. Turbet briefly discussed the number of items that were addressed at the staff review/preliminary meeting, after which he gave the Commission his approval recommendations. With nothing further to report, Chairman Bauchiero asked if there were any questions. Mr. Taylor asked Mr. Turbet, if the project is done the way it is proposed (drainage, swales, etc...) will it cause any water flow onto the back lots of First Street. Mr. Turbet said firmly, that he does not think that it would. Mr. Turbet discussed drainage between the proposed houses on the east side of Cassotta Lane and other drainage areas throughout the subdivision, which then opened up a lengthy discussion between himself, Mr. Coon, and the Commission. With nothing further, Chairman Bauchiero opened up the floor to those in favor of the application. With none, the Chair opened up the floor to those opposed of the application, those people were as follows:

1. Marseletta A. Luckenbach of 46 First Street
2. Valerie A. Utton of 42 First Street
3. Daniel J. Lima of 120 First Street
4. Peter Shannon of 19 Rawlins Brook Road

Mr. Ray Dubois, a family inheritor of the property, spoke neither in favor nor against but said the family is not trying to be bad neighbor; they would just like to see the property developed. With nothing further, Chairman Bauchiero continued the public hearing to the next regular meeting date, and requested from Mr. Coon an extension letter for January 26, 2009 meeting according to C.G.S. §8-7d.(b) [The public hearing period is over 35 days].

File # 52-2008: Request from 222 Mountain Road, LLC for Special Permit to build a Commercial Office Building, located at 228 Mountain Road, Map 24H, Block 30, Lot(s) # 129 – 131. Chairman Bauchiero read into the record a letter written by Attorney Flynn of Alfano & Flynn, LLC, which requested a continuation of the public hearing to January 26, 2009, the applicant agrees to a thirty-five day extension for the next hearing date, according to C.G.S. §8-7d.(b). Chairman Bauchiero asked if there were any concerns and/or reports from staff and there were none.

File # 19-03A: Request from Carol & Tom Matthews for Special Permit Renewal for Bed & Breakfast, located at 827 North Street, Suffield; Map 40, Block 29, Lot # 3. The application is a special permit renewal for a Bed and Breakfast located within the R90 Residential Zone. Chairman Bauchiero asked Mr. Hawkins if he had a report, with none, the Chair asked Mr. Taylor if there were any complaints against the applicant. With none, there was a brief discussion on the amount of Bed and Breakfasts there are in Suffield and how many are permitted according to the Zoning Regulations. Chairman Bauchiero opened up the floor to those in favor or opposed of the application, with none the public hearing was closed.

File # 21-03A: Request from Bob & Lorraine Erickson for Special Permit Renewal for Bed & Breakfast, located at 13 Bridge Street, Suffield; Map 44H, Block 47, Lot # 1. The application is a special permit renewal for a Bed and Breakfast located within the R25 Residential Zone. Chairman Bauchiero asked Mr. Hawkins if he had a report, with none, the Chair asked Mr. Taylor if there were any complaints against the applicant. With none, Chairman Bauchiero opened up the floor to those in favor or opposed of the application, with none the public hearing was closed.

File # 339C: Request from Harold, Trudy & Steven Wissell for Special Permit Renewal for a Commercial Horse Farm, located at 1360 Hill Street, Suffield; Map 27, Block 28, Lot 55. The application is a special permit renewal for a commercial horse farm located within the R45 Residential Zone. Chairman Bauchiero read into the record a letter written by Justin J. Donnelly dated, December 11, 2008, addressed to the Suffield Zoning and Planning Commission, which strongly suggests the Commission approve the application in front of them. Chairman Bauchiero asked Mr. Hawkins if he had a report, with none, the Chair asked Mr. Taylor if there were any complaints against the applicant. With none, Chairman Bauchiero opened up the floor to those in favor or opposed of the application.

Applicant Trudy Wissell discussed the programs they offer, and gave a list of towns and facilities that they are offered to which were: Suffield, East Granby, and Bloomfield's Parks and Recreation; Suffield Agricultural Center (High School); Springfield College; and they have riders that have shown regionally and nationally. Mrs. Wissell requested that the Commission consider a ten year special permit renewal versus a five year. They have approximately 39-40 horses, ten are boarders. With no other comments the public hearing was closed.

V. NEW BUSINESS

File # 53-2008: Request from Daniel & Francesca Hinckley for a 2-lot Resubdivision (Hinckley Subdivision), located at 1510 Hill Street, Map 27, Block 28, Lot # 61. Applicant: Daniel Hinckley Accept application and set public hearing date. Mr. Kuras made the motion to set the public hearing date for January 26, 2009, to hear File # 53-2008, request from Daniel & Francesca Hinckley for a 2-lot Resubdivision, located at 1510 Hill Street, Suffield, seconded by Mr. Ravenola. With no discussion the motion was approved, 6-0-0.

File # 25-07A: Request of Attorney Joseph Flynn representing CT Biodiesel, LLC, for the second and final 90 day extension for filing the re-subdivision maps in the Suffield Land Records; Map 37H, Block 37, Lot 1. Applicant: CT Biodiesel, LLC. Chairman Bauchiero read into the record a letter written by Attorney Joseph Flynn of Alfano and Flynn, LLC, requesting a 90 day extension for filing the re-subdivision maps to the Suffield Land Records. Chairman Bauchiero asked Mr. Hawkins if he had any report, he said he did not. Mr. Conley made the motion to approve the second and final 90 day extension for filing the re-subdivision maps to the Suffield Land Records for CT Biodiesel, LLC, seconded by Mr. Vincent. With no further discussion the motion was approved, 6-0-0.

VI. OLD BUSINESS

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 as follows: Six parcels located on Mountain Road to change from Neighborhood Commercial (NC) Zone to Town Center Village District (TCV) Zone: Map 24H, Block 30, Lot(s) # 129 through 132, and Map 34H, Block 30, Lot(s) # 113 & 128; Three parcels on High Street to change from R-25 Residential Zone to TCV Zone: Map 34H, Block 30, Lot(s) # 110, 111 & 112; Parcel at 82 North Main Street to be changed from R-25 Residential Zone to TCV Zone: Map 43H, Block 45, Lot # 275; Parcel at 13 Bridge Street to be changed from R-25 Residential Zone to TCV Zone: Map 44H, Block 47, Lot # 1; Parcel at 34 South Main Street to be changed from R-25 Residential Zone to TCV Zone: Map 44H, Block 47, Lot # 226. Chairman Bauchiero asked for a motion. Mr. Ravenola made the motion to approve the proposal from the Suffield Zoning and Planning Commission to amend the Town of Suffield Zoning Map as listed above, with the effective date of December 19, 2008, seconded by Mr. Conley. With no discussion the motion was approved, 6-0-0.

File # 50-2008: Request from Daniel Carnevale for 10-lot Subdivision called Vinrose Lane, located off Thompsonville Road, Suffield; Map 75H, Block 45, Lot # 121. Chairman Bauchiero asked staff to address the following concerns before the next regularly scheduled meeting [January 26, 2009]: The appraisal from Chris Burke, yard drainage, and piping into the culverts. Mr. O'Malley made the motion to continue the public hearing to the January 26, 2009, request from Daniel Carnevale for 10-lot Subdivision called Cassotta Lane, and approve the thirty-five day extension for the next hearing date, according to C.G.S. §8-7d.(b)., seconded by Mr. Conley. With no further discussion, the motion was approved, 6-0-0.

File # 52-2008: Request from 222 Mountain Road, LLC for Special Permit to build a Commercial Office Building, located at 228 Mountain Road, Map 24H, Block 30, Lot(s) # 129 – 131. Mr. Conley made the motion to approve the request for continuation of the public hearing for File # 52-2008, to the January 26, 2009, regular meeting date, seconded by Mr. Ravenola. With no discussion the motion was approved, 6-0-0.

File # 19-03A: Request from Carol & Tom Matthews for Special Permit Renewal for Bed & Breakfast, located at 827 North Street, Suffield; Map 40, Block 29, Lot # 3. Chairman Bauchiero requested the advisement of Mr. Taylor for extending the special permit renewal to ten years versus five years for a Bed & Breakfast. Mr. Taylor explained what the benefits could be for the extension. With nothing further Chairman Bauchiero asked for a motion. Mr. Ravenola made the motion to approve the special permit renewal for Carol & Tom Matthews for a Bed & Breakfast for a term of ten years, seconded by Mr. Conley. With no further discussion the motion was approved, 6-0-0.

File # 21-03A: Request from Bob & Lorraine Erickson for Special Permit Renewal for Bed & Breakfast, located at 13 Bridge Street, Suffield; Map 44H, Block 47, Lot # 1. Chairman Bauchiero asked for a motion. Mr. Ravenola made the motion to approve the special permit renewal for Bob & Lorraine Erickson for a Bed & Breakfast for a term of ten years, seconded by Mr. Conley. With no discussion the motion was approved, 6-0-0.

File # 339C: Request from Harold, Trudy & Steven Wissell for Special Permit Renewal for a Commercial Horse Farm, located at 1360 Hill Street, Suffield; Map 27, Block 28, Lot 55. Chairman Bauchiero asked for a motion. Mr. Ravenola made the motion to approve the special permit renewal request for a commercial horse farm for a ten year term, seconded by Mr. Conley. With no discussion the motion was approved, 6-0-0.

VII. REPORTS

Town Planner – Plan of Conservation and Development

Chairman Bauchiero asked Mr. Hawkins for his latest report. Mr. Hawkins reported that he has been getting calls from consultants and has been working on putting a Steering Committee together; he said there are three solid people at this time that are willing to serve. Mr. Hawkins reported that he received requests from local residents asking if they could serve on the Steering Committee; then there was a brief discussion as to whether the Steering Committee should only be made up of Town Commissions and/or Committees. Mr. Hawkins said that if there are a large number of responses from consultants, that only a “short list” should be considered, he said that the Steering Committee would be a part of that process. Mr. Winne suggested having meetings on a Saturday mornings; it had been done before and received very well. Mr. Hawkins reiterated that he would contact all other Commissions and get an idea of who would want to serve on the Committee, and that they should have a selection criteria in place before opening the bids. He also asked the Commission to let him know if they knew people that want to serve on the Committee as he needs more volunteers.

VIII. MINUTES - November 17, 2008, Regular Meeting Minutes

Mr. Kuras made the motion to approve the November 17, 2008, regular meeting minutes, seconded by Mr. Ravenola. With no discussion the motion was approved, 6-0-0.

IX. CORRESPONDENCE - None

X. ADJOURNMENT

Mr. Conley made the motion to adjourn at 9:45 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