

**SUFFIELD ZONING AND PLANNING COMMISSION
MINUTES OF REGULAR MEETING
FEBRUARY 22, 2010**

Present: Frank Ravenola, Secretary [*Acting Chairman*]
Glen Vincent
John Murphy
Ellie Binns
Charles Sheehan, Alternate
Gina Pastula, Alternate

Absent: Frank E. Bauchiero, Jr., Chairman
Chester Kuras, Vice Chairman
Mark Winne, Alternate
Jim Taylor, Zoning Enforcement Officer

Also Present: Bill Hawkins, Town Planner
Gerry Turbet, Town Engineer
Karen Doyon, Administrative Secretary

I. ROLL CALL

In the absence of Chairman Bauchiero and Vice Chairman Kuras, Secretary Ravenola presided as Acting Chairman. Acting Chairman Ravenola called the meeting to order at 7:00 p.m. during which time he asked the Administrative Secretary to take a silent roll call. Acting Chairman Ravenola appointed Alternates Mr. Sheehan and Mrs. Pastula voting members, he then read into the record the Legal Notice published in the Hartford Courant on February 11 and February 18, 2010.

II. PUBLIC HEARING

File # 67-2010: Special Permit Application from Arcor Group, LLC to construct a 12,000 S.F. office/manufacturing facility, located at the intersection of Kenny Roberts Memorial Drive, Spencer Street and South Street [Route 75], Map 30, Block 24, Lot #62-8. Applicant, Arcor Group, LLC. Representing the applicant were Stephen Pustola, P.E. [Owner] and Brian Plourde [Senior Designer/IT Manager], of Pustola & Associates, from Naugatuck, CT. Gary Francour, the applicant and owner of Arcor Group, LLC, from Windsor, CT, was also present. Mr. Plourde requested on behalf of his client that the Commission approve the special permit application to construct a 12,000 S.F. building for light industrial use and accessory office use. Mr. Plourde provided a large scale site plan to discuss the proposed driveway entrance located off of Kenny Roberts Memorial Drive, parking for thirty [30] cars, two [2] loading docks [one [1] full size], and indicated that all utilities will be located underground from Kenny Roberts Memorial Drive. Mr. Plourde discussed frontage off Kenny Roberts Memorial Drive and the waiver request for the driveway location (Section III.H.3.b. of the regulations). He discussed stormwater drainage and stated that the Town Engineer approved the submitted drainage calculations. Mr. Plourde also noted that the plans show a future addition of thirteen thousand [13,000] S.F. to the proposed building; the applicant would need to submit a Site Plan Modification to Zoning and Planning at that time. Mr. Plourde stated that they reviewed comments from

the Town Planner and the Town Engineer's reports, and commented on sheet SP-5 which shows the landscaping for the site. There was a brief discussion on landscaping and a proposed landscape buffer on the north side of the lot by Spencer Street.

With nothing further, Acting Chairman Ravenola asked if there were any questions. Mrs. Pastula asked how many employees will staff the site, Mr. Francour answered twenty-seven [27]. Mr. Sheehan asked if the Fire Marshall had reviewed the plans, and Mr. Pustola said yes, after which, prompted a brief discussion regarding grading for fire apparatus around the building. With nothing further, Acting Chairman Ravenola asked Mr. Hawkins to read his report.

Mr. Hawkins read his report dated 2.17.2010 addressed to the Zoning and Planning Commission. Mr. Hawkins began by stating that he reviewed all the documents included with the application, then reported on the following:

- **Existing Conditions**
- **Proposed Conditions;** Use, Utilities, Parking & Loading, Lighting, Lot coverage, Landscaping & Screening, and Drainage
- **Analysis**
- **Considerations**

With nothing further, Acting Chairman Ravenola asked Mr. Hawkins to explain why the parcel lies in a Zone R-25 and a Planned Development Industrial Park [PDIP] Zone. Mr. Hawkins gave a detailed explanation as to why this was the case. Mr. Pustola gave further explanation for the evergreen buffer assuring the Commission that the buffer they are proposing should be substantial. Acting Chairman Ravenola asked Mr. Turbet to read his report.

Mr. Turbet read his report dated 2.18.2010 addressed to the Zoning and Planning Commission. Mr. Turbet began by stating that he reviewed all the documents included with the application, then reported on the following:

- **Traffic**
- **Site Access, Parking and Loading Areas**
- **Proposed Construction;** of access, parking and loading areas
- **Drainage;** Existing and Proposed
- **Outdoor Lighting**
- **Soil Erosion and Sediment Control**
- **Conclusion**

With nothing further, Acting Chairman Ravenola asked if there were any questions. Mrs. Pastula asked what the purpose for the peninsula was, and Mr. Turbet gave a detailed explanation. Acting Chairman Ravenola read into the record a letter written by Mr. Howard Orr, Chairman of Economic Development Commission, dated 2.12.2010. Mr. Orr stated in his letter that EDC fully supports the Special Permit Application. Acting Chairman Ravenola opened up the public hearing for anyone wishing to speak in favor or in opposition, with none, the Chair closed the public hearing.

III. NEW BUSINESS

File # 66-2009: Site Plan Modification request from Miller Industrial Gas for development of a 1,645 S.F addition to the existing facility [phase I], and to demolish the current residential house and reconstruct a 1,740 S.F. building/addition [phase II], located on South Street [Route 75]; Map 29H, Block 37, Lot 17. Applicant, Dave Miller. Representing the applicant were Chris Shea – Project Engineer and Frank DeMarinis P.E, President of Sage Engineering, LLC, of Westfield, Mass. Mr. Shea stated that Sage Eng. represents Mr. Miller of Miller Industrial Gas, who would like the Commission to consider approving the application in front of them. Mr. Shea gave a description and history of the existing structure, existing condition of the building and of current traffic conditions. Mr. DeMarinis discussed parking, pavement and edge of pavement in the rear of the building, the isolated wetland, and the existing detention basin with a riprap overflow that leads into the wetland area. Mr. DeMarinis reported that they received approval from the Conservation Commission. He reported that there is currently propane stored outdoors on site. With nothing further on the existing conditions, he reported on the proposed 1,645 S.F. addition under Phase I, and then he reported on all the proposed conditions for Phase II. There was a brief discussion on parking, in which Mr. DeMarinis reported that the number of parking spaces would increase rather than decrease with the proposed addition. There were questions regarding the reconstruction of the current preexisting nonconforming residential home. Mr. Hawkins read Section XI.D.1. of the regulations, and assured the Commission that the applicant complies with the proposed use for the Phase II project. Mr. DeMarinis reported that Phase II would not take place for at least two [plus] years [depending on the economy]; at that time, they would provide a rendering of the facility. Mr. Hawkins recommended to the Commission that when the applicant comes in with a site plan for Phase II, that it shows elevations and a rendering of what the proposed structure would look like. There was a brief discussion on the gas canisters, their proposed locations and a discussion on the approvals from the Fire Marshall. Mr. DeMarinis reported that the applicant plans to keep the existing propane tanks, but according to requirements set by the National Fire Protection Association [NFPA] 58 [Liquefied Petroleum Gas Code] they will need to be relocated. Mr. DeMarinis reported that the applicant would like to offer Argon, Oxygen and CO² in the future. There was a brief discussion regarding fire suppression in Phase I. Mr. Sheehan asked if any propane canisters are stored inside. Mr. DeMarinis responded yes. With nothing further, Acting Chairman Ravenola asked Mr. Hawkins to read his report.

Mr. Hawkins read his revised report dated 2.17.2010, addressed to the Zoning and Planning Commission. Mr. Hawkins began by stating that he reviewed all the documents included with the application, then reported on the following:

- **Existing Conditions**
- **Proposed Conditions;** Parking and Loading, Lighting, Landscaping and Screening · Dumpster, Utilities, Drainage
- **Analysis**
- **Considerations**

Acting Chairman Ravenola asked if there were any questions for Mr. Hawkins. With none, the Acting Chair asked Mr. Turbet to read his report.

Mr. Turbet read his revised report dated 2.22.2010, addressed to the Zoning and Planning Commission. Mr. Turbet began by stating that he reviewed all the documents included with the application, then reported on the following:

- **Submittal Items Reviewed**
- **Review Meeting**
- **Site Access and Parking Areas**
- **Drainage:** Existing and Proposed
- **Calculations:** Sedimentation Structure (Sht C-4) and Detentions Basin (Sht C-5)
- **Outdoor Lighting**
- **Soil Erosion and Sediment Control**

With nothing further, Acting Chairman Ravenola asked for a motion. Mr. Sheehan made the motion to approve File # 66-2009, Site Plan Modification request from Miller Industrial Gas, for development of a 1,645 S. F. addition to the existing facility [phase I], and to demolish the current residential house and reconstruct a 1,740 S.F. building/addition [phase II], located on South Street [Route 75]; Map 29H, Block 37, Lot # 17, with the following conditions:

1. This approval is for Zoning and Planning purposes only, all other fire, building, and health codes must be complied with as appropriate.
2. “Type C” screening should be used for the dumpster and shown on the plans.
3. Prior to construction of the Phase II building, the Commission shall be provided with elevation views of the proposed building.
4. If the Phase I building is to be explosion proof, then prior to construction, soils in the vicinity of the proposed building shall be tested for the presence of explosive gases under the supervision of a Soils Engineer. If explosive gases are found, then provisions shall be made in the design for venting them per the recommendation of the Soils Engineer.

Seconded by Mr. Murphy. Motion carried unanimously 6-0-0.

File # 70-2010: Request from Paul Pace for 8-24 Report for a 880 sf bathroom/concession building located at the Suffield High School sports complex, Map 23, Block 24, Lot# 15A. Applicant, Paul Pace. Mr. Paul Pace, President of the Rotary Club asked the Commission to consider approving a request from the Rotary Club to construct a 880 S.F. bathroom/concession building at no cost to the Town to be located between Beneski Field and the Track. Mr. Pace reported that the facility would contain bathrooms, a concession stand, storage and a patio area [for people to gather and eat]. Mr. Vincent asked if there are any exterior lights proposed. Mr. Pace said yes, but did not have that information available at this time. Mr. Pace reported that the Booster Club would volunteer to maintain the building and run the concession stand. Mr. Pace reported that the Rotary Club would be responsible for expenses to extend the sewer, after which there was a brief discussion. Mr. Hawkins reported that the 8-24 Report has to come before the Commission because it is on Town property. He reported that Mr. Taylor will address any proposed lighting, but noted that the lights will be required to be cut-off lights. Acting Chairman Ravenola asked for a motion. Mr. Sheehan made the motion to approve File # 70-2010, request from Paul Pace for 8-24 Report for a 880 S.F. bathroom/concession building located at the Suffield High School sports complex, Map 23, Block 24, Lot # 15A, Mr. Vincent seconded the motion. Motion carried unanimously 6-0-0.

File # 71-2010: Request from the Zoning and Planning Commission to add new section to the zoning regulations, “Adaptive Reuse Regulation”, under Section U. Mr. Hawkins reported that the application was submitted to the Commission before, but withdrawn in December 2009 to be reworked. Mr. Hawkins reported that it has been redrafted with the help of ZPC’s Attorney and now ready to go before the Commission. Mr. Hawkins reported that there is a party interested in possibly purchasing 390 Boston Neck Road and their proposal would not conform to current regulations. Mr. Hawkins reported that the request needs 30 days to be reviewed and commented on by the Capital Region Council of Governments [CRCoG], and recommends that the Commission set the public hearing date for April. Acting Chairman Ravenola asked for a motion. Mr. Sheehan made the motion to accept the application and set the public hearing date for File # 71-2010, request from the Zoning and Planning Commission to add a new section to the zoning regulations, “Adaptive Reuse Regulation”, under Section U, for the April 19, 2010 meeting, seconded by Mr. Vincent. Motion carried unanimously 6-0-0.

IV. OLD BUSINESS

File # 67-2010: Special Permit Application from Arcor Group, LLC to construct a 12,000 S.F. office/manufacturing facility, located at the intersection of Kenny Roberts Memorial Drive, Spencer Street and South Street [Route 75], Map 30, Block 24, Lot #62-8. Applicant, Arcor Group, LLC. Acting Chairman Ravenola asked if there was any discussion; with none, the Chair asked for a motion. Mr. Sheehan made the motion in conjunction with File # 67-2010 to approve to grant the waiver request for the driveway location per Section III.H.3.b of the regulations due to insufficient property frontage along Kenny Roberts Memorial Drive, seconded by Mr. Vincent. Motion carried unanimously 6-0-0. Mr. Sheehan made the motion to approve File # 67-2010, special permit application from Arcor Group, LLC to construct a 12,000 S.F. office/manufacturing facility, located at the intersection of Kenny Roberts Memorial Drive, Spencer Street and South Street [Route 75], Map 30, Block 24, Lot 62-8 with the following conditions:

1. All lighting shall not be placed higher than fourteen feet unless a waiver is requested and granted by the Commission per Section III.M.2.c
2. The provided maximum lot coverage in the table on sheet SP-1 is amended to reflect the proposed 30.5 percent.
3. Review comments shall be addressed through contact with staff and submittal of revised plans as required.
4. Area set aside for buffer plantings on the north side of the lot shall be indicated on the plans in a manner that is satisfactory to Town Staff. The note “Vegetated Buffer Area” would accomplish this.

Seconded by Mr. Murphy. Motion carried unanimously 6-0-0.

V. INFORMAL DISCUSSIONS- Sage Engineering LLC to discuss potential project at 82 North Main Street.

Attorney Joseph Flynn with Alfano & Flynn, from Suffield, was present to represent his client President of Sage Engineering, Frank DeMarinis. Also present was Chris Shea, and Mr. DeMarinis of Sage Engineering, Jack Galanek and Jonathan Solecki. Attorney Flynn gave a brief description of his clients’

intent for the proposed project at 82 North Main Street. Mr. DeMarinis gave a brief description behind the purchase of the property, and plans for the assisted living project of 26 units. Mr. Galanek gave a description of the proposed project by comparing it to the American Inn in Southwick, and the Suffield By the River in Suffield but at a much smaller scale. Mr. Galanek explained its design and use for an in-keeper concept. Mr. DeMarinis reported that the project if approved would not move forward until twenty [20] percent of the units are leased. Mr. Solecki presented a 3-D computerized rendering of the project.

VI. REPORTS – Town Planner

Mr. Hawkins handed out a draft copy of the PoCD for review for the next workshop with the Commission. Mr. Hawkins reported that there were updated maps included in the draft. Mr. Hawkins asked the Commission to take some time to get themselves familiar with it and be prepared to discuss the goals and objectives at the workshop. A meeting was scheduled for March 10, 2010 at 7:30 p.m. for all the Commission members to attend. This workshop will be for the ZPC, a public workshop to present the draft will be scheduled for early spring. The Administrative Assistant would send out an email to remind the Commission.

VII. MINUTES– January 25, 2010, Regular Meeting Minutes

Mr. Sheehan abstained from voting. Acting Chairman Ravenola asked for input of any changes that need to be made, with none he asked for a motion. Mr. Murphy made the motion to approve the January 25, 2010 Regular Meeting Minutes without any changes, seconded by Mrs. Pastula. The motion carried 5-0-1.

VIII. CORRESPONDENCE - None

IX. ADJOURNMENT

Mr. Sheehan made the motion to adjourn the February 22, 2010 Regular Meeting at 9:41 p.m., seconded by Mrs. Pastula. Motion carried unanimously 6-0-0.

Respectfully Submitted,

Francis Ravenola, Secretary

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