

**SUFFIELD ZONING AND PLANNING COMMISSION
MINUTES OF REGULAR MEETING
May 17, 2010**

Present: Frank E. Bauchiero, Jr., Chairman
Chester Kuras, Vice Chairman
Frank Ravenola, Secretary
Glen Vincent
John Murphy
Ellie Binns
Mark Winne, Alternate
Gina Pastula, Alternate

Absent: Charles Sheehan, Alternate

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

I. ROLL CALL

Chairman Bauchiero called the meeting to order at 7:00 p.m. during which time he asked the Administrative Secretary to take a silent roll call. Chairman Bauchiero asked Secretary Ravenola to read the legal notice that was published in the Hartford Courant on May 6, 2010 and May 13, 2010.

II. PUBLIC HEARINGS

File # 73-2010: Special Permit/Site Plan Review request from Sage Engineering for 25-unit addition to the existing house and conversion into a Continuing Care Retirement Facility at 82 North Main Street; Map 43H, Block 45, Lot #275. Applicant, Frank DeMarinis. Attorney Joseph Flynn with Alfano & Flynn, of Suffield was present to represent the applicant. Also present were applicant/owner Frank DeMarinis P.E., John Solicki [EIT], Project Architect Engineer, and Brian Balicki [EIT], of Sage Engineering, and Jack Galanek [Senior Housing & Land Use Specialist] of Galanek Associates, Inc. Attorney Flynn reported that the property is located on the eastern side of North Main Street, north of Webster Bank and the entrance to the shopping area and south of the Second Baptist Church. Attorney Flynn reported that the proposal is for a Continuing Care Facility and/or Active Adult with supportive services. Attorney Flynn reported that the proposed facility would be located on a 1.214 acre parcel, located the Town Center Village District zone and within the Historic District. Attorney Flynn reported that the applicant came to the Commission in June of 2009 under an informal discussion and wanted to revisit key points from that evening.

At this time, Mr. Murphy asked Chairman Bauchiero for a moment to disclose information to the applicant and Commission. Chairman Bauchiero so moved to give Mr. Murphy time to speak. Mr. Murphy stated that he needs to disclose the fact that he shares office space with an individual that is carbon copied on a letter submitted into the record from Matthew P. Falkowski dated April 20, 2010

regarding this application; the individual being Attorney Sean P. Clark, Esq. Attorney Flynn reported that it is so noted and he had no objection with Mr. Murphy participating in the hearing.

Attorney Flynn reported that his client is requesting an approval on the submitted special permit and site plan according to Section V. F. of the Suffield Zoning Regulations. The application is for a twenty-six [26] unit self-contained care facility, under an Innkeeper concept. Attorney Flynn reported that the facility would integrate recreational, social, medical, dining and healthcare services, focusing on living with independent choices for each individual. Attorney Flynn introduced Brian Balicki of Sage Engineering who displayed renderings of the proposed facility. Attorney Flynn reported that the ordinance for this application, if approved, would be approved as “use specific”. Attorney Flynn reported that converting the existing house and the additional footprint is designed and planned to mimic the Town District Village setting. Attorney Flynn reported that the twenty-six [26] units are served by thirty-seven [37] parking spaces and a new driveway on the southerly portion of the lot. Attorney Flynn reported that the plans have been updated to incorporate concerns from staff and the Fire Marshall, with the application currently supported by plans dated April 22, 2010. He stated that the updated plans dated May 12, 2010 are only for typographical errors to address items that the Town Engineer and Town Planner requested in their updated reports. Attorney Flynn reported that the application has received all the approvals necessary to complete the approval process. Attorney Flynn spoke briefly regarding traffic and drainage. *The applicant at this time handed out updated plans dated May 12, 2010.* With nothing further, Attorney Flynn asked the Commission if they had any questions concerning the site rendering, or of his comments regarding the application.

Chairman Bauchiero asked for clarification on the relocation of the driveway. Mr. DeMarinis gave a detailed description of the reasons why they changed the driveway location. His response prompted questions and concerns from other Commission members. Mr. Ravenola asked where the number of trips to and from the proposed facility came from. Mr. Balicki responded that they came from a book called The Institute of Transportation Engineers Trip Generation Manual; Mr. Turbet stated he got his figures from the same source. Mr. DeMarinis addressed drainage and the results of perk tests that were done toward the rear of the property. There was a brief discussion on groundwater elevations, following which; Mr. Turbet gave a brief description of the proposed drainage system. There was a brief discussion regarding tree line visibility. With nothing further, Chairman Bauchiero asked Mr. Hawkins to read his updated report dated May 6, 2010, addressed to the Zoning and Planning Commission.

Mr. Hawkins reported that he did a full review of all the documents pertaining to the application; he reported that the applicant received the endorsements of the Economic Development Commission, the Historic District Commission, the Heritage Committee, and the Design Review Board. Mr. Hawkins reported that he met with the Zoning Enforcement Officer, Town Engineer, the Wetlands Agent, and the applicant on March 24th to review the plans. Mr. Hawkins also read the following from his report: **I. Existing Conditions, II Proposed Conditions** [Parking, Driveway, Utilities, Landscaping/Screening, and Lighting], **III. Analysis** [Standards for Approval 1-5], [Use, Landscaping/Screening, Lighting, and Signage], **IV. Considerations.** Chairman Bauchiero asked if there were any questions for Mr. Hawkins, there were none.

With nothing further, Chairman Bauchiero asked Mr. Turbet to read his updated report dated May 12, 2010, addressed to the Zoning and Planning Commission.

Mr. Turbet gave a brief description of the proposed modifications to the facility, which involves an increase in hard surfaced area from .09 to .64 acres, and the underground infiltration/detention system design. Mr. Turbet also read the following from his report: **Submittal Items Reviewed, Preliminary Review Meetings, Traffic, Site Access, Parking and Loading Areas, Drainage, existing and proposed, the Underground Stormwater System, Calculations, Outdoor Lighting, Soil Erosion and Sediment Control, Sanitary Sewer Connection, and his Conclusion and Recommendations.** Chairman Bauchiero asked Mr. Turbet to explain the need for the additional perk tests.

With nothing further, Chairman Bauchiero asked if there was anyone who would like to speak in favor of the application. With none, he asked if anyone would like to speak who is opposed to the application. With none, the Chair closed the public hearing at 8:21 p.m.

File # 75-2010: Request from Griffin Land [Thomas Lescalleet] for the subdivision of a parcel of land into three building lots with remaining land located on the east side of Copper Hill Road, near the intersection with Phelps Road; Map 5, Block 10, Lot #1. Submitted by R. Levesque Associates, Inc. Robert M. Levesque, President of R. Levesque Associates, Inc. of Westfield, MA introduced himself and his associate Civil Engineer, Terrence [Tim] Reynolds who represent the applicant Thomas Lescalleet [also present] of Griffin Land. Mr. Levesque reported that the applicant is proposing three [3] building lots [labeled Lot 1A, 1B, and 1C] with one remaining lot off Copper Hill Road in West Suffield. Mr. Levesque reported that the proposed property consists of 37.53+/- acres of wooded land with 848+/- linear feet of frontage on Copper Hill Road, which is the property's western boundary. He also reported that the subject property has 1072+/- linear feet of frontage on Phelps Road, which is the property's northern boundary, currently zoned R-45 and R-90. Mr. Levesque reported that they have acquired all approval letters necessary and reports from the Town Engineer and Town Planner to complete the application. Mr. Levesque reported that with the application they have requested waivers for the installation of sidewalks, curbs and gutters, street lighting and street tree planting. With nothing further, Mr. Levesque handed the floor back to the Chair. Chairman Bauchiero asked if there were any areas on the proposed three [3] lots and the one [1] remaining lot of any concern. Chairman Bauchiero asked Mr. Levesque to explain the remaining property on Phelps Road. Mr. Levesque reported that there are no plans for the remaining land at this time. There was a brief discussion regarding clearing the two and a half [2 ½] acres within the proposed building lots. This prompted a brief discussion regarding open space and nearby property owned by the Land Conservancy. There was a brief discussion regarding fee-in-lieu of open space. Chairman Bauchiero asked Mr. Hawkins if the subdivision requires frontage trees, Mr. Hawkins reported that because it is heavily wooded, he doesn't have a problem with the waiver request. With nothing further, the Chair asked Mr. Hawkins to read his report dated May 10, 2010 addressed to the Zoning and Planning Commission.

Mr. Hawkins reported that he reviewed the April 16, 2010 application located at the corner of Phelps and Copper Hill Road. Mr. Hawkins reported that he reviewed all the approval letters and the set of plans submitted by R. Levesque Associates with the revision date of April 15, 2010. Mr. Hawkins also noted that a Botanical Survey for the New Jersey Tea Inchworm, a state-listed species of special concern did not find any on the property. Mr. Hawkins also reported on the following: **Existing Conditions, Proposed Conditions** [Lot Configurations for Lot 1A, 1B and 1C, Open Space, Utilities, Waivers, Drainage, Driveways, and Site Distance], **Analysis** [Lot Configuration, Open Space, Utilities, Waivers], **Considerations.** With nothing further, the Chair opened the floor to questions. There was a brief discussion regarding the standard set for fee-in-lieu of open space on proposed subdivisions. Mrs. Binns

asked for clarifications regarding wetland restrictions. With nothing further, the Chair asked Mr. Turbet to read his report dated May 10, 2010, addressed to the Zoning and Planning Commission.

Mr. Turbet gave a brief description of the application and reported that the application, if approved, would be served by septic systems and private wells approved by the North Central Health District [NCHD]. Mr. Turbet reported having a preliminary meeting held at the ZPC office on March 28, 2010, with the applicant and the applicant's engineer to discuss recommendations. Mr. Turbet continued to report on the following: **Submittals, Field Inspection, Driveways, Drainage and Grading, Water Supply and Sanitary Sewer, Waivers, Recommendation.** Mr. Turbet reported on the directions and location of rights-to-drain proposed on two [2] of the three [3] lots [referring to the plot plan], which prompted a brief discussion with regards to legal documentation on the plans showing drainage locations. Mr. Turbet reported that he approved of the drainage system per the request of NCHD, and approved the requested waivers. Mr. Turbet had an area of concern regarding site distance to the south for Lot 1A and the trees within that site line. Vice Chairman asked Mr. Turbet about the removal of trees on Lot 1A, Mr. Turbet responded. With nothing further, Chairman Bauchiero opened up the floor to those opposed of the application.

- **Dorothy Butkus** of 860 Copper Hill Road, West Suffield spoke in opposition with concerns regarding blasting.
- **Robert Kamm** of 870 Copper Hill Road, West Suffield spoke in opposition with concerns on wetlands, land conservancy, open space, and drainage.
- **Fredrick Small** of 855 Copper Hill Road, West Suffield was neither for nor against, he had a question regarding wells and their locations.
- **Kathleen Kores** of 1129 Mountain Road was neither for nor against; requested clarification on the approval process.

With no other comments for or against, Chairman Bauchiero closed the public hearing at 9:17 p.m.

File # 71-2010: Request from Zoning and Planning Commission to add a new section to the zoning regulations, Section V. U., "Adaptive Reuse Regulation". *Secretary Frank Ravenola recused himself from this hearing because his residence abuts a property that may use this regulation.* This public hearing is a continuation of last month's meeting. Chairman Bauchiero appointed Alternate Gina Pastula a voting member in place of Mr. Ravenola. Mr. Hawkins updated the draft Adaptive Reuse Regulation from the comments and concerns made at the April 19, 2010 regular meeting. Mr. Hawkins said he wanted to go over what was revised since last months meeting, but before he did that, he reiterated the intent for the new section. Mr. Hawkins revised the following:

- Time limit on vacancy.
- Pre-Application Conference.
- Correcting letter C.1.b. to d.1.b. within section U.d.1.a.
- Correction within letter e., adding "*Additions to existing buildings to accommodate the overall rehabilitation processes associated with converting a building may be permitted and are not to exceed fifteen [15] percent of the gross floor area.*"
- Change of page numbers to 47, 48, and 49.

Mr. Hawkins reported receiving a document today submitted by Jon Kores of 1129 Mountain Road, dated May 17, 2010, which outlines concerns to the proposed draft regulation. With nothing further Mr. Hawkins asked if the Commission had any questions.

Chairman Bauchiero asked Mr. Hawkins to clarify why he choose eighteen [18] months. Mr. Taylor responded. The Chair commented that he liked the pre-application concept. Mrs. Binns asked for clarification on the use and size of apartments, which prompted a brief discussion between Mr. Hawkins and Mr. Taylor with an explanation. Mr. Winne asked for clarification on the wording under section a.1. Substantial benefit to the Town. Mr. Hawkins responded. Mrs. Binns commented that the changes were good. Chairman Bauchiero did a straw vote to get a consensus. With nothing further the Chair opened up the public hearing to those in favor of the application. With none, he asked if there was anybody in opposition of the application.

- Kathleen Kores of 1129 Mountain Road spoke in order to provide suggested recommendations to the proposed regulations.

Chairman Bauchiero asked if there was anybody who wished to speak in favor of the application. With none, the Chair closed the public hearing at 9:50 p.m.

III. NEW BUSINESS

File # 76-2010: Request from Donald Overson for a 3-lot resubdivision located at 1011 Sheldon Street [nearest intersection being Taintor Street], Map 23, Block 25, Lot #10. Applicant. Donald Overson.

File # 77-2010: Special Permit request from Donald Overson in accordance with Section V.G. [Back (or Rear) Lots] of the Zoning Regulations for property located at 1011 Sheldon Street [nearest intersection being Taintor Street], Map 23, Block 25, Lot #10. Applicant, Donald Overson. These files would be heard concurrently. Chairman Bauchiero asked what was on next months agenda, Mr. Hawkins responded that there was nothing at this time except an Informal Discussion. The Chair asked for a motion. Vice Chairman Kuras made the motion to accept File # 76-2010 request for 3-lot residential resubdivision and File # 77-2010 Special Permit request for property located at 1011 Sheldon Street and set the public hearing date for June 21, 2010, seconded by Mr. Vincent. Motion carried unanimously 6-0-0.

IV. OLD BUSINESS

File # 73-2010: Special Permit/Site Plan Review request from Sage Engineering for 25-unit addition to the existing house and conversion into a Continuing Care Retirement Facility at 82 North Main Street; Map 43H, Block 45, Lot #275. After a brief discussion regarding the proposed driveway and safety concerns, Chairman Bauchiero did a straw vote to get a consensus. With nothing further, the Chair asked for a motion. Secretary Ravenola made the motion to approve File # 73-2010 Special Permit/Site Plan Review request from Sage Engineering for 25-unit addition to the existing house and conversion into a Continuing Care Retirement Facility at 82 North Main Street with the following conditions:

- Final plans shall be submitted for staff review prior to approval signatures.

- Prior to the start of construction, a Preconstruction Meeting with staff shall be held.
- Detailed as-built information on all aspects of the drainage system, particularly the underground chambers, shall be included as part of the As-Built plan for the project, along with bottom elevations of crushed stone under the chambers shown.

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

File # 75-2010: Request from Griffin Land [Thomas Lescalleet] for the subdivision of a parcel of land into three building lots with remaining land located on the east side of Copper Hill Road, near the intersection with Phelps Road; Map 5, Block 10, Lot #1. Chairman Bauchiero asked if any of the members had any concerns. This prompted a brief discussion regarding open space. With nothing further the Chair asked for a motion. Secretary Ravenola made the motion to approve the waivers of sidewalks, curbs, gutters, streetlights and street trees for File # 75-2010, seconded by Mr. Vincent. Motion carried unanimously 6-0-0.

Secretary Ravenola made the motion to approve File # 75-2010, request from Griffin Land for the subdivision of a parcel of land into three [3] building lots with remaining land located on the east side of Copper Hill Road, near the intersection with Phelps Road with the following conditions:

- A fee-in-lieu of \$3,000 for open space is accepted for each of the three lots being created on Copperhill Road.
- Plans to be revised to show actual sightlines along with removal of vegetation along road edge for sight lines [particularly for Lot 1A sightline to the south].
- Approved subdivision plans should not be signed until all iron pins [IP's] proposed on the subdivision are set.
- Plans recommended for filing should include:
 - Cover sheet
 - Sheet with copies of approval letters [per subdivision standard approval conditions 3 & 4].
 - Subdivision plans P-1 and P-2.

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

File # 71-2010: Request from Zoning and Planning Commission to add a new section to the zoning regulations, Section V. U., “Adaptive Reuse Regulation”. Chairman Bauchiero appointed Gina Pastula voting member for Secretary Ravenola, who had recused himself. Chairman Bauchiero asked for comments and/or concerns. This prompted a brief discussion regarding the proposed use and future locations of proposed Adaptive Reuse Regulation. Overall, the Commission was agreeable to adding the new section into the regulations. With nothing further, the Chair asked for a motion. Mr. Vincent made the motion to adopt File # 71-2010, request from Zoning and Planning Commission to add a new section to the zoning regulation, Section V.U., “Adaptive Reuse Regulation” into the regulations, effective June 4, 2010, seconded by Mrs. Pastula. Motion carried 6-0-0.

V. REPORTS

**Chairman – None
Town Planner**

Chairman Bauchiero asked Mr. Hawkins if he had any reports or other issues to talk about with the Commission. Mr. Hawkins said he had several items he wanted to address in addition to the Plan of Conservation and Development (POCD). Mr. Hawkins held a map of the property located at 685 Hale Street and explained that he has been approached by two people looking to use the fields for outdoor athletic training. Mr. Hawkins reminded the Commission that this property was the site of a golf driving range and is mostly zoned Planned Development Industrial Park (PDIP). He explained that the Zoning regulations do not have outdoor recreation as a use listed in the PDIP or any other zone in Town. The people looking to use the property suggested that they would fit under the education center use which is allowed in the PDIP. Mr. Hawkins wanted to get the Commission's thoughts on whether or not they would consider an athletic training facility an education center. There was some discussion about creating a slippery slope by allowing this use under education center, but the majority of the Commission agreed that it would fit. However, it was suggested that staff look into putting outdoor recreation back into the regulations to comply with a recommendation in the Plan of Conservation and Development to support more recreational facilities.

Next, Mr. Hawkins informed the Commission that he met with an engineer and landscape architect looking to develop the property located at 785 Mapleton Avenue. They are looking to apply for a special permit for a Planned Development Apartment (PDA) zone with fifteen homes and would like to be on the agenda for an informal discussion about the project at our June 21, 2010 regular meeting.

Mr. Hawkins went on to talk about the POCD informational meeting held on May 4th. He explained that he had compiled the comments and put them into spreadsheet form which was emailed to the Commission two weeks ago. Mr. Hawkins briefly explained some of the outcomes of the meeting and that he didn't think any of the comments would cause the Commission to rethink the content of the updated POCD. There was a discussion on some of the comments in that there were a number related to transportation and infrastructure issues. A few of the questions at the meeting were about sewers possibly being extended from Massachusetts to serve the Congamond Lakes area and what the POCD said about controlling growth if that were to happen. Transportation concerns from the informational meeting centered on the following;

- Capturing some of the traffic that commutes through Suffield.
- The need for more and wider sidewalks.
- Consider the reuse of the rail line in Ff Tyler place as development occurs.

Other comments from those attending the POCD informational meeting ranged from open space goals, alternative energy projects, parks, economic development, and implementation of the plan. There was concern that this plan would not be followed and simply stuck on a shelf. Mr. Hawkins explained that the POCD is a visionary document that is advisory to the Town and that it will only be effective if we follow the recommendations within it. There was a brief discussion on economic development in terms of having a build-out analysis done for our industrial and light industrial land. Mr. Winne stated that this would be important to show people what the possibilities for industry could be and how much tax revenue the land would generate for different uses. This would also give the ZPC a basis for their decisions regarding the uses that are allowed in the regulations and whether changes need to be made or not. Mr. Hawkins agreed that this needs to be done and is a recommendation of the updated POCD. Mr. Hawkins stated that he met with the First Selectmen to review the draft plan and said that he will have

some revisions to make but that the overall content will not change. He said he expects to have the changes made in the next week or two and hopes to have the public review period shortly thereafter.

Mr. Hawkins said the he received an email from David Fink, Policy Director for the Partnership for Strong Communities in Hartford about doing an affordable housing study. Mr. Fink asked that if a grant were available to complete such a study, would Suffield be interested. Mr. Hawkins reminded the Commission that the POCD recommends creating a diverse housing stock and such a study would be a step toward attaining that goal. The Commission agreed that if a grant were available to complete such a study, they would be in favor of having it done.

The last topic Mr. Hawkins wanted to speak with the Commission about was the possibility of allowing multi-family housing in the Town Center Village District (TCVD), specifically Ffyer Place. This would be done to take an active approach to helping the redevelopment of Ffyer Place move along. Currently, residential uses are allowed only as an accessory use in the TCVD. The Commission agreed that exploring zoning options to aid in the redevelopment Ffyer Place and allowing multi-family uses would be preferred over amending the TCVD regulations. With nothing further, Mr. Hawkins handed the floor back over Chairman Bauchiero.

VI. MINUTES

VII. ADJOURNMENT

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