

**SUFFIELD ZONING AND PLANNING COMMISSION
MINUTES OF REGULAR MEETING
FEBRUARY 25, 2013**

Present: Chester Kuras, Vice Chairman
Frank Ravenola, Secretary
John Murphy
Ellie Binns
Mark Winne, Alternate
Gina Pastula, Alternate
Mark O’Hara, Alternate

Absent: Frank E. Bauchiero, Jr., Chairman
Charles Sheehan

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

The proceedings from the meeting were voice recorded.

I. ROLL CALL

In the absence of Chairman Bauchiero, Vice Chairman Kuras called the meeting to order at 7:03 p.m., and then asked the Administrative Secretary to take a silent roll call. Vice Chairman Kuras appointed Mrs. Pastula, Mr. O’Hara, and Mr. Winne alternate voting members.

II. PUBLIC HEARINGS

File# 2012-20: Special Permit request from Joan Millane for an apartment located at 11 High Street: Map 34H, Block 32, Lot# 13. Applicant submitted withdrawal letter dated 1/23/2013. Mr. Hawkins gave a detailed explanation for the withdrawal letter, and then stated that the applicant plans to come back with another request in the future. In addition to withdrawing, the applicant requested if the Commission would consider refunding the fees that were submitted with the application. A brief discussion followed. Mr. Murphy made the motion to refund Joan Millane the total cost of her application fees, seconded by Secretary Ravenola. Motion carried unanimously 6-0-0.

III. NEW BUSINESS

File# 2013-1: Request for 1-Lot resubdivision located at 1186 South Grand Street, West Suffield by applicant Herbert Armstrong; Map 17, Block 25, Lot 85. Mr. Hawkins stated that the application is a basic 1-lot resubdivision, and would recommend setting the public hearing date for the March regular meeting date. Secretary Ravenola made the motion to accept File# 2013-1; request for 1-lot resubdivision located at 1186 South Grand Street from applicant Herbert Armstrong and set the public hearing date for March 18, 2013, seconded by Mrs. Pastula. Motion carried unanimously 6-0-0.

File# 2013-2: Request from Hickory Street Partners, LLC [Charles Rinaldi] for 3-Lot Subdivision located on the north side of Hickory Street; Map 35, Block 39, Lot # 9. Presenting the application was Charles Rinaldi, P.E., owner of Rinaldi Engineering of Enfield. Mr. Rinaldi stated that his intent is to divide the 31.77 acres into three parcels. Parcel A would be 4.39 acres, parcel B would be 5.56 acres, and parcel C would be 21.82 acres and Mr. Rinaldi stated that these parcels would not be approved building lots. Mr. Rinaldi reported that per staff's request, lot and street line monumentation for parcels A & B have been added to the plan [dated 2/14/2013]. Mr. Rinaldi added that he is requesting waivers for sidewalks, curbs and gutters, streetlights, street trees and open space.

Vice Chairman Kuras asked if there were any questions. With nothing further the Vice Chair had staff read their reports for the Commission. Discussion followed with regards to the parcels not being approved buildinglots as noted on the plans.

Secretary Ravenola made the motion to accept all waiver requests: streetlights, sidewalks, curbs and gutters, street trees, and open space because the applicant is not seeking building lots at this time, seconded by Mrs. Binns. Motion carried unanimously 6-0-0.

Secretary Ravenola made the motion to approve File# 2013-2, request from Hickory Street Partners, LLC [Charles Rinaldi] for 3-lot subdivision located on the north side of Hickory Street, seconded by Mr. Murphy. Motion carried unanimously 6-0-0.

IV. REPORTS

- **Vice Chairman** – Vice Chairman Kuras asked for a motion to accept the 2013 Z&P meeting schedule with no changes. Mr. Murphy made the motion to accept the 2013 Z&P meeting schedule, seconded by Secretary Ravenola. Motion carried unanimously. 6-0-0.
- **Town Planner** – Mr. Hawkins reported that the Commission may receive a special permit application for a package store at the property located at 14 South Grand Street in the near future. Brief discussion followed.
Mr. Hawkins reported that he has been working on revising the Flexible Residential Development [FRD] regulations of the Suffield Zoning Regulations. Mr. Hawkins presented a new application sheet called the “Open Space Waiver Application” and discussed its intent. Mr. Hawkins then briefly discussed how the proposed FRD Regulation would work, after which he read through the red-lined proposed changes to Section VI of the Zoning Regulations. Comments and discussion followed with ideas for Mr. Hawkins to consider in preparing for an application to come before the Commission.
- Mr. Hawkins reported that an application is with the Conservation Commission for a 40-lot subdivision; submitted by Donna Blanchette, Krystal Woods Developers, LLC.
- Mr. Hawkins reported that an application is expected to be submitted to the Conservation Commission for a 41-lot subdivision; submitted by David Tagliavini, RealDev Corporation.
- Mr. Hawkins informed the Commission that the Connecticut Federation of Planning and Zoning Agencies will be holding their annual conference and if anyone was interested in going to notify him sooner than later.
- Mr. Hawkins reported that he will not be available for the April regular Z&P meeting.

V. MINUTES

Vice Chairman Kuras asked if anyone had any corrections to the December minutes. With none, Mr. Murphy made the motion to approve the December 17, 2012 meeting minutes, seconded by Mr. Winne. Motion carried unanimously 6-0-0.

VI. ADJOURNMENT

A motion was made and seconded to adjourn the February 25, 2013 meeting at 8:10 pm.

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