

**SUFFIELD PLANNING & ZONING COMMISSION  
MINUTES OF REGULAR MEETING  
October 17, 2022**

**Present:** Mark Winne, Chairman  
Ginny Bromage, Secretary  
Leon Litvak  
Christine Sinopoli  
Ross Wilcox, Alternate  
Jacob Byrnes, Alternate

**Absent:** Erin Golembiewski, Vice Chairman  
Tracy Hespelt  
Jeff Girard, Alternate

**Also Present:** Bill Hawkins, AICP, Director of Planning & Development  
Karen Isherwood, Town Engineer  
Ellie Binns, Administrative Assistant  
Colin Moll, First Selectman

*The proceedings of this meeting were recorded and are available on the Town website, along with all of the application materials.*

**I. ROLL CALL**

Chairman Winne called the meeting to order at 7:00 PM as a hybrid meeting with five member's in-person and one member participating remotely on the video/teleconference call. In the absence of Ms. Hespelt and Ms. Golembiewski, Mr. Wilcox and Mr. Byrnes were appointed as voting members for the meeting.

Ms. Bromage read the legal notice for the public hearing.

Ms. Bromage made a motion to amend the agenda as follows:

To amend the October 17, 2022 agenda by adding File #2022-10 under Old Business for discussion and possible decision and by adding a new application under New Business for acceptance and to set the public hearing for File #2022-11- Request from James McMahon for a special permit/site plan approval to convert the building located at 140 South Main Street (St. Joseph's Church) into residential apartments per Section V.U. Adaptive Reuse Zoning Regulations. Applicant: James McMahon, Map 44H, Block 47, Lot 217. The motion was seconded by Mr. Litvak and approved 6-0-0.

**II. PUBLIC COMMENT – None**

**III. PUBLIC HEARING**

**File 2022-10:** Request for a two (2)-lot subdivision located at the corner of Halladay Avenue West and North Street. Map 39H, Block 29, Lot 13. Applicant – Gary Paganelli

Jay Ussery of J.R. Russo & Associates, LLC. Surveyors & Engineers presented the application on behalf of the applicant, Gary Paganelli who was also present. He described the 4.4-acre property, which is on the west side of North Street near the Halladay Avenue West intersection. The property wraps around the existing house at 29 Halladay Avenue West and the application proposes to divide this property into two building lots. Both of the lots exceed the dimensional requirements for their respective zoning districts and are served by public water and sewer. There is a capacity letter from the Water Pollution Control Authority and the Conservation Commission approved the lots at their August 23, 2022 meeting. The plan shows street trees to be planted on each lot and the applicant is requesting waivers for sidewalks, curbs and gutters, and street lights. They are offering to pay a fee-in-lieu of open space for both lots. Mr. Ussery questioned the Town Engineer, Karen Isherwood's comment that the plans indicate a right to drain for the Town and the State so that new owners of the lots will understand that road drainage will be entering their property as there are not going to be curbs and gutters installed.

Mr. Hawkins then read his report into the record. He was in support of the requested waivers and accepting a fee-in-lieu of open space of \$3,000.00 each for the two lots. He noted that the application includes an agricultural buffer of thirty feet on Lot B and the plan meets the requirements of the Subdivision Regulations.

Ms. Isherwood then read her report into the record. She explained that going forward she will be requesting a "right to drain" for storm water runoff in situations where water may drain off the road. She stated that doing so would make homeowners aware that water that has been draining onto the property is not the Town's responsibility. She was in support of the waivers requested.

Mr. Winne asked for questions from the Commission members. Mr. Litvak and Mr. Winne expressed their agreement with the recommendation that a right to drain is indicated on the plan.

Mr. Winne opened the hearing to comments from the public.

Robert Parks, 30 Barry Place asked about existing lighting at the intersection.  
Joseph Szczapa, 36 Halladay Avenue West spoke in support of the application.

With no further comments from the public or Commission, Ms. Bromage moved to close the public hearing. The motion was seconded by Mr. Litvak and passed unanimously 6-0-0.

#### **IV. OLD BUSINESS**

##### **File # 2022-10**

Ms. Bromage moved to approve the waiver requests for sidewalks per Section 308.a, curbs and gutters per Section 308.c, and street lights per Section 918 of the Subdivision Regulations. The motion was seconded by Mr. Litvak and approved unanimously 6-0-0.

Ms. Bromage moved to approve File# 2022-10 with the conditions listed in Mr. Hawkins' report of October 14, 2022 and Ms. Isherwood's report of September 29, 2022. The motion was seconded by Mr. Litvak and approved unanimously 6-0-0.

## **V. NEW BUSINESS**

**File #2022-11-** Request for a special permit/site plan approval to convert the building located at 140 South Main Street (St. Joseph's Church) into residential apartments per Section V.U. Adaptive Reuse Zoning Regulations. Map 44H, Block 47, Lot 217

Ms. Bromage made a motion to accept File 2022-11 and set the public hearing for the November 21, 2022 regular meeting. Mr. Litvak seconded the motion, which passed unanimously 6-0-0.

Eric Boone of 65 Barry Place submitted a letter to the Commission requesting that they ask the applicant to demonstrate evidence of his qualifications and past successes as a real estate developer.

## **VI. REPORTS**

Chairman – Mr. Winne commented on continuing the work of the Affordable Housing Committee to look at areas of Town that would be appropriate to diversify the housing types. Mr. Moll said he would initiate the group getting together.

Director of Planning & Development - Mr. Hawkins brought the Commission up to date on the status of residential subdivisions that are under construction, industrial property transfers, and open space and farmland preservation projects. He also mentioned that the Town has an offer for the two lots located at 1140 and 1148 South Street that will be considered by the Board of Selectmen.

## **VII. MINUTES**

Mr. Byrnes moved to amend and approve the minutes of the October 3, 2022 special meeting with the correction of listing Bill Hawkins as the acting recording secretary. The motion was seconded by Mr. Litvak and approved 4-0-2, with Mr. Wilcox and Ms. Bromage abstaining, as they were not at the meeting.

## **VIII. CORRESPONDENCE – None**

## **IX. ADJOURNMENT**

With nothing further to come before the commission, Ms. Bromage made a motion to adjourn at 8:00 PM. The motion was seconded by Mr. Litvak and approved unanimously 6-0-0.

Submitted,

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Ginny Bromage, Secretary

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