

**SUFFIELD PLANNING & ZONING COMMISSION**  
**MINUTES OF REGULAR MEETING**  
**September 16, 2024**

**Present:** Mark Winne, Chairman  
 Ginny Bromage, Secretary  
 Brian Dunn  
 Christine Sinopoli  
 Scott Guilmartin  
 Jeff Girard, Alternate  
 Jacob Byrnes, Alternate  
 Geoffrey Kaplan, Alternate

**Absent:** Erin Golembiewski, Vice Chairman

**Also Present:** Bill Hawkins, AICP, Director of Planning & Development  
 Dana Steele, P.E., Consultant Town Engineer  
 Ellie Binns, Administrative Assistant

*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 eight members in attendance. In the absence of Ms. Golembiewski, Mr. Winne appointed Geoff Kaplan as a voting member for the meeting.

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

**II. PUBLIC COMMENT - None**

**III. PUBLIC HEARING**

**Files 2024-3 & 2024-3A** – Request for a two (2)-lot resubdivision and associated special permit for rear lot located at 1311 Newgate Road. Map 6, Block 10, Lot 31C. Applicant- Richard Gemme

Brian Denno of Denno Land Surveying and Consulting, LLC. presented the application on behalf of the land owner Richard Gemme. The proposal is to resubdivide the existing 25.4 acre property into two parcels. The new rear lot will have 12.3 acres leaving the existing home on a reconfigured lot of 13.1 acres. The house will be served by private well and septic and the applicant will need to go back to the North Central District Health Department for final approval of the septic system when the design is finalized for the new house. The plan shows a conservation easement of 6.7 acres on the west side of the property to meet the open space requirement of the Subdivision Regulations. Mr. Denno stated that they added a note to the plan that the driveway will have a turnaround in the vicinity of the house large enough to

accommodate a 230-inch wheelbase fire truck based on the requirements of III.H.2. of the Zoning Regulations.

Mr. Hawkins read his report of 9-12-2024 into the record noting that the resubdivision meets the requirements of the regulations and discussed the changes needed to the driveway because it exceeds 250-feet in length. He also described the request waivers from the requirements of the Subdivision Regulations for sidewalks, curbs and gutters, and street lights.

Mr. Steele then read his report of 9-13-2024 into the record. He listed five conditions of approval that the Commission should consider and stated that he is in agreement with the waiver requests.

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

Tim Reynolds, 56 Deep Brook Harbor spoke in favor of the application.

Art Christian, Jr., 1097 River Boulevard stated that it was a good use of the property.

With no further comments from the Commission or the public, Mr. Winne called for a motion to close the public hearing.

Mr. Guilmartin moved to close the public hearing for File # 2024-3 & 3A. The motion was seconded by Mr. Dunn and approved 6-0-0.

**File 2024-4** – Request for a two (2)-lot resubdivision located at 1071 River Boulevard. Map 84H, Block 54, Lot 14. Applicants- Ann Marie Kimmett, James Kimmett, and Terry Durkin

Arthur P. Christian, II P.E., who is the engineer for the application presented on behalf of the Kimmett/Durkin family. The plan is to resubdivide the existing 4.2 acre property which has an existing house and garage. The resultant parcels will include a 2.85-acre building lot and a 1.35-acre lot with the existing house. The resubdivision will meet the requirements for the R-45 zone and there is a capacity letter from the Water Pollution Control Authority (WPCA) indicating the new lot can be served by public sewer. The applicant is asking for waivers from the requirements of the Subdivision Regulations for sidewalks, curbs and gutters, scale of plan, and open space. Mr. Christian also explained that this property is within the CT River Conservation Zone and the plan designates that a tree cutting plan is shown on Sheet 2 of the plans as required by the zone.

Ann Marie Kimmett distributed a document to the Commission members explaining the requested waiver of the open space requirement. The Commission members discussed the request and noted that they have never waived the requirement in the past. Discussion took place about alternatives to dedicating a portion of the land as open space. The applicant decided that if the Commission was not going to waive the open space requirement then they would offer a fee-in-lieu of open space in the amount of \$3,000 for the new lot being created.

Mr. Hawkins read his report of 9-12-2024 into the record stating that the application meets the requirements of the Zoning and Subdivision Regulations. He described the requirements of the

CT River Conservation Zone and the necessary cutting plan. Mr. Hawkins was in agreement with the requested waivers for sidewalks, curbs and gutters, plan scale, and street lights.

Mr. Steele read his report of 9-13-2024 into the record which recommended a condition of approval on grading the driveway and agreed with the waivers for curbs and gutters and the scale of the drawing.

With no further comments from the Commission or the public, Mr. Winne called for a motion to close the public hearing. Ms. Bromage moved to close the public hearing for File # 2024-4. The motion was seconded by Mr. Guilmartin and approved 6-0-0.

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

##### **Files 2024-3 & 3A**

Commission members discussed whether planting screening trees along the driveway would be necessary and came to a consensus that the trees would not be required.

Ms. Bromage moved to approve the requested waivers from the Subdivision Regulations for File 2024-3 for sidewalks, curbs and gutters, and street lights. The motion was seconded by Mr. Guilmartin and approved 6-0-0.

Ms. Bromage moved to approve Files 2024-3 & 3A with the conditions listed in Mr. Hawkins report of 9-12-2024 and Mr. Steele's report of 9-13-2024, and also approved the requested waiver of the screening plantings along the driveway in the access strip to the house. The motion was seconded by Mr. Guilmartin and approved 6-0-0.

##### **File 2024-4**

Ms. Bromage moved to approve the requested waivers from the Subdivision Regulations for File 2024-4 for sidewalks, curbs and gutters, the scale of the subdivision plan from the required 40-scale to 30-scale, and street lights. The motion was seconded by Mr. Guilmartin and approved 6-0-0.

Ms. Bromage moved to approve File 2024-4 with the conditions listed in Mr. Hawkins report of 9-12-2024 and Mr. Steele's report of 9-13-2024, and accepted the offer of a \$3,000 fee-in lieu of open space. The motion was seconded by Mr. Guilmartin and approved 6-0-0.

#### **V. NEW BUSINESS – None**

#### **VI. REPORTS**

Chairman – None

Director of Planning & Development – Mr. Hawkins noted that he would contact Attorney Carl Landolina to see if he is available to attend the October regular meeting to provide a training session on affordable housing and Ct General Statutes Section 8-30g.

#### **VII. MINUTES**

Ms. Bromage moved to approve the August 18, 2024 regular meeting minutes. The motion was seconded by Mr. Kaplan and approved 4-0-2 with Mr. Winne and Mr. Guilmartin recusing themselves 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 8:31 PM. The motion was seconded by Mr. Guilmartin and passed 6-0-0.

Submitted,

---

Ginny Bromage, Secretary

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