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REC'D BY: Chue

**SUFFIELD PLANNING & ZONING COMMISSION
MINUTES OF REGULAR MEETING
January 27, 2025**

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

Also Present: Bill Hawkins, AICP, Director of Planning & Development
Ellie Binns, Administrative Assistant

The proceedings of this meeting were recorded and are available on the Town website, along with 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 and one member remote.

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

II. PUBLIC COMMENT - None

III. PUBLIC HEARING

File 2024-7 – Request for a text amendment to Section 1300 of the Subdivision Regulations pertaining to sidewalks. Applicant – Planning and Zoning Commission.

Mr. Hawkins reviewed the existing sidewalk requirements in the Subdivision Regulations (Section 1311) and the proposed text amendment that would update the specifications and remove references to bituminous concrete sidewalks to align with the Commission's intent to only allow concrete sidewalks in new developments. He explained that the consultant Town Engineer added the information about how the sidewalk area through the driveway should be constructed. The amendment would clarify for developers what is expected for new sidewalks.

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

Ms. Bromage moved to close the public hearing. The motion was seconded by Ms. Golembiewski and passed unanimously. 6-0-0.

IV. OLD BUSINESS

File # 2024-6: Request for site plan approval for the 32-unit Phase II of the Eastwoods age restricted condominium development located off Juniper Lane. Map 78H, Block 47, Lot 91. Applicant: MJL Realty Investments, LLC. (Tabled from December Meeting)

Town Attorney Derek Donnelly advised that he had received correspondence from Attorney Jonathan Chappell who represents the current homeowners association. Attorney Chappell raised questions regarding the homeowner's association declaration for the development. Attorney Donnelly explained that it is not the PZC's role to interpret the declaration. He also explained that the applicant owns development rights to the property and thus has standing to bring the application before the PZC.

Attorney David Sherwood of Moriarty, Paetzold & Sherwood representing the applicant reiterated the presentation that was given to the PZC at the November meeting. Guy Hekseth, P.E. of F.A. Hekseth and Associates, the engineer for the project, described the changes that were made the site plan to reflect comments from town staff as well as changes that were made from the original 2003 plan to comply with the current Department of Transportation (DOT) and Department of Energy and Environmental Protection (DEEP) regulations. Mr. Hekseth also pointed out that Juniper Lane would be continued to access the 32 new units and there would be off-street parking in the plan for the public to access the open space similar to the original approved site plan. The Conservation Commission closed their hearing on January 14th and it is anticipated that they will act on the application at their meeting on January 28, 2025. The applicant, through their representatives, wanted to review the plan with the Planning and Zoning Commission this evening so if there are issues that the PZC Commission would like them to address they will have time before the February meeting.

Mr. Hawkins then read his report dated January 23, 2025 into the record. He explained that he had reviewed the plans for the original application that was approved in 2003 as well as the new application and stated that the plans are largely the same except for the updates needed to address current regulations. He noted that Mr. Steele would submit his report to the PZC at the February 24th meeting.

Mr. Guilmartin moved to table the application to the February 24th meeting. The motion was seconded by Ms. Golembiewski and passed unanimously 6-0-0.

File # 2014-12B: Request from BGR Materials to release the restoration bond for the earth excavation property located off Lake Road. Map 7H, Block 3, Lot 22.

Applicant: BGR Materials

Mr. Guilmartin recused himself for this application and left the room. Mr. Winne appointed Mr. Kaplan to act as a voting member in the absence of Mr. Guilmartin for this application.

Mr. Hawkins then read his report of January 23, 2025 into the record giving the background on the restoration bond and the completion of the work by BGR. Mr. Hawkins and Mr. Steele conducted a site visit in August of 2024 to confirm the restoration work had been completed and

BGR requested the bond release in December. He stated that both he and Mr. Steele are in support of the bond being released.

Ms. Golembiewski moved that the Planning and Zoning Commission approve the request from BGR Materials, LLC to release the \$37,500.00 restoration bond for the Lake Road earth excavation property per staff's recommendation. The motion was seconded by Mr. Dunn and approved unanimously 6-0-0.

Mr. Guilmartin rejoined the meeting

File # 2019-2B: Performance bond review and possible increase pursuant to Section 1103 of the Subdivision Regulations for the Kings Meadow subdivision located off of East Street South. Map 79H, Block 45, Lots 1-34.

Mr. Hawkins read his report into the record summarizing meetings held with the developer and Town staff to address construction of the required infrastructure to complete the subdivision and concerns of the residents related to drainage. He explained problems with the test results of the road base material and the need to increase the bond per Section 1103 of the Subdivision Regulations.

Attorney Gregory Piecuch representing Mark O'Neill the developer of Kings Meadow subdivision requested that the Commission table this matter until the February meeting so that their engineer has time to review the information on the road base testing. They agreed that they would not seek any further certificates of occupancy until the bonding matter is resolved.

Ms. Bromage moved to table the bond review until the February 24, 2025 meeting. The motion was seconded by Mr. Dunn and approved unanimously 6-0-0.

File # 2024-7: – Request for a text amendment to Section 1300 of the Subdivision Regulations pertaining to sidewalks. Applicant – Planning and Zoning Commission.

Mr. Golembiewski moved that the Planning & Zoning Commission approves the proposed text amendment to Section 1311 of the Subdivision Regulations as presented in File 2024-7 with an effective date of February 15, 2025. The motion was seconded by Ms. Bromage and passed 6-0-0.

V. NEW BUSINESS

File # 2025-1: Site plan application pursuant to Connecticut General Statutes Section 8-30g to convert the building located at 140 South Main Street (St. Joseph's Church) into 12 residential apartments. Applicant: James McMahon, Map 44H, Block 47, Lot 217.

Attorney Amy Blume on behalf of the applicant explained that in her reading of State Statutes and the Suffield Zoning Regulations, a public hearing does not need to be held for a site plan or for an 8-30g site plan application. She stated this in an email to Mr. Hawkins who then asked the

Commission's attorney, Carl Landolina for his opinion. Attorney Landolina responded to the email that it was his opinion that the Commission can hold a public hearing on the application if they so choose. Mr. Hawkins cautioned that the decision on the application would have to be made within 65 days of the applications' acceptance date unless the applicant granted an extension request.

Ms. Golembiewski moved to make the email correspondence between Attorney's Blume and Landolina on the public hearing matter a part of the record and to accept the application and set the public hearing for the next regular meeting on February 24th. The motion was seconded by Mr. Guilmartin and approved unanimously 6-0-0.

VII. REPORTS

Chairman – None

Director of Planning & Development – Mr. Hawkins reported that the Design Review Board met to review new signage for the Windsor Federal Bank subject to revisions that staff will review.

VIII. MINUTES

Mr. Guilmartin moved to approve the December 16, 2024 regular meeting minutes. The motion was seconded by Mr. Dunn and approved 6-0-0.

IX. CORRESPONDENCE – CT Federation of Planning & Zoning Agencies Quarterly Report was distributed and it was noted that the annual conference will be held on March 27th. Affordable Housing Appeals will be the topic presented and members who want to attend should contact Ms. Binns to register.

X. ADJOURNMENT

With nothing further to come before the commission, Ms. Bromage made a motion to adjourn at 8:40 PM. The motion was seconded by Mr. Dunn 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