

**SUFFIELD PLANNING & ZONING COMMISSION
MINUTES OF REGULAR MEETING
August 17, 2026**

Present: Jacob Byrnes, Chairman
Christine Sinopoli, Vice Chair
Brian Dunn, Secretary
Jeff Girard
Kevin Keane
Jen Metcalf
Bryan Bussolari, Alternate
Art Christian II, Alternate

Absent: Geoff Kaplan, Alternate

Also Present: Bill Hawkins, AICP, Director of Planning & Development

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

I. ROLL CALL

Chairman Byrnes called the meeting to order at 7:00 PM. Seven members attended the meeting in person, and one member participated remotely.

II. PUBLIC COMMENT - None

III. PUBLIC HEARING

File 2026-5: Request for a text amendment to Section IV.F.3.q. (Town Center Village District) of the Zoning Regulations to revise residential density limits and add related standards. Revised as of August 14, 2026. Applicant – Selective Development, LLC

Chairman Byrnes informed those in attendance that the meeting room had exceeded its capacity and that, in the interest of safety and fairness, the public hearing would not be held that evening. He stated that the Commission would instead hold a special meeting on Tuesday, September 1, 2026, at a location to be determined.

Chairman Byrnes asked the applicant whether they would consent to continuing the public hearing so that a larger meeting space could be secured to accommodate the anticipated number of participants.

Terri Hahn, PLA, of LADA, P.C., representing the applicant, stated that the applicant had no objection and consented to continuing the public hearing to September 1, 2026.

Mr. Dunn moved to continue the public hearing for File 2026-5 to a special meeting on Tuesday, September 1, 2026, to allow the Commission to secure a suitable location to accommodate the expected attendance. Ms. Metcalf seconded the motion, which passed unanimously (6-0-0).

IV. OLD BUSINESS

File 2026-5: No action was taken, as the public hearing was continued to a special meeting on September 1, 2026.

V. NEW BUSINESS

File 2026-7: Affordable Housing Site Plan Application pursuant to Connecticut General Statutes § 8-30g for the construction of a 100-unit multifamily residential development on an unaddressed parcel located on the east side of South Main Street, to the rear of 156 South Main Street known as Assessor's Map 44H, Block 47, Lot 216A, Applicant – MI 22, LLC

Mr. Dunn moved to accept File 2026-7 and set the public hearing for September 21, 2026. Ms. Metcalf seconded the motion, which passed unanimously (6-0-0).

VI. COMMISSIONER TRAINING

Attorney Carl Landolina attended the meeting to provide training and guidance to Commission members regarding their roles and responsibilities. He discussed the relationship between local zoning regulations, enabling state statutes, and the Plan of Conservation and Development, and explained how these documents work together in the Commission's decision-making process.

Attorney Landolina also reviewed the different types of land use applications regularly considered by the Commission, including site plans, special permits, subdivisions, text amendments, and zoning map amendments. He explained the distinctions between administrative, quasi-judicial, and legislative actions and how the applicable standards differ depending on the type of application under review.

Discussion also focused on the Commission's decision-making process, including the importance of creating a clear record and adequately supporting decisions. Commissioners discussed whether it was beneficial to adopt a collective statement of reasons when acting on an application. Attorney Landolina explained the differences between decisions that require specific findings and those involving legislative discretion, as well as the advantages and considerations associated with each approach.

VII. REPORTS

Chairman – None

Director of Planning & Development – Mr. Hawkins discussed the latest drafts of the proposed two-family conversion and temporary signage text amendments. He recommended that the Commission initiate the application process for both amendments so they could continue to be

refined before any formal action was taken. He explained that, because the applications would be initiated by the Commission, the statutory time limits that apply to other applications would not apply. As a result, the Commission could take additional time to review and revise the amendments before making a final decision.

VIII. MINUTES

Mr. Dunn moved to approve the minutes of the July 20, 2026, regular meeting. Ms. Metcalf seconded the motion, which passed unanimously (6-0-0).

IX. CORRESPONDENCE - None

X. ADJOURNMENT

With no further business, Mr. Dunn moved to adjourn at 9:10 PM. The motion was seconded by Ms. Metcalf and passed unanimously (6-0-0).

Submitted,

Brian Dunn, Secretary

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