

**BRISTOL PLANNING COMMISSION
MINUTES
REGULAR MEETING OF WEDNESDAY JUNE 23, 2021**

CALL TO ORDER:

By: Chairman Veits

Time: 7:01 P.M.

Place: City Hall

ROLL CALL:

MEMBERS	NAME	PRESENT	ABSENT
REGULAR MEMBERS:	Chairman William Veits (Chairman)	X	
	Commissioner John Soares (Vice Chairman)	X	
	Commissioner Andrew Howe (Secretary)	X	
	Jon Pose	X	
	Terry Parker	X	
ALTERNATE MEMBERS	Joseph Kelaita (Alternate)		X
	Tracey Bacchus (Alternate)	X	
STAFF	Robert Flanagan, AICP, City Planner	X	
	Nancy Levesque, P.E., City Engineer	X	

PLEDGE OF ALLEGIENCE:

PUBLIC PARTICIPATION:

There was no public participation.

Chairman Veits reminded the Commission the next regular meeting was Wednesday July 28, 2021.

ADMINISTRATIVE MATTERS:

- Minutes from the April 28, 2021 Regular Meeting

MOTION: Move to approve the minutes of the April 28, 2021, regular meeting.

By: Pose

Seconded: Soares.

For: Pose, Howe, Parker, Soares and Veits.

Against: None.

Abstain: None.

PUBLIC HEARINGS:

There were no public hearings.

Chairman Veits designated regular Commissioners Parker, Soares, Howe, Pose and Veits as voting Commissioners this evening.

Chairman Veits declared a recess at 7:07 P.M. to allow Mr. Flanagan to go to the office to get paperwork.

The meeting resumed at 7:10 P.M.

RECEIPT OF NEW APPLICATIONS:

- Application #423 – Site Plan for trucking terminal facility, Lot 2 Business Park Drive; Assessor’s Map 3 Lot 2; IP-1 (Industrial Park) zone; Brown Holdings, LLC, applicant.

Mr. Flanagan explained in the past the Commission has not had public hearings for uses allowed by right in the I (industrial) zone. Staff recommends the application be relocated under New Business for this evening to discuss, but an Inland Wetlands Commission application is required, so they cannot vote on the application this evening.

MOTION: move that Application #423 – Site Plan for trucking terminal facility, Lot 2 Business Park Drive; Assessor’s Map 3 Lot 2; IP-1 (Industrial Park) zone; Brown Holdings, LLC, applicant, be moved to New Business on tonight’s agenda after Item #3 Application #324, so that this application can be reviewed later in the meeting.

By: Pose

Seconded: Soares.

For: Howe, Parker, Pose, Soares and Veits.

Against: None.

Abstain: None.

The application was relocated to New Business.

3. Application #424 – Subdivision, 505-545 Redstone Hill Road (18 lots); Assessor’s Map 2, Lots 133, 133-1, 133-2 & 133-3; R-15 (Single-Family Residential) zone; 505-545 Redstone Hill Road, LLC, applicant.

Attorney Andre Dorval, 17 Riverside Avenue, on behalf of the applicant, explained the request was for a subdivision that met the Regulations for the R-15 zone. There have been no divisions of the property since the Regulations and would not be considered a re-subdivision. They requested to not have a public hearing on the application.

Mr. Flanagan explained a Public Hearing was in order as because this is being proposed as a new City street, with City infrastructure extended into the development. In the past, with these types of applications, the Commission has held a Public Hearing in order to give the public a chance to offer comments and observations on the plan. Ms. Levesque agreed with Mr. Flanagan’s opinion regarding public input on the application because a new street was being created.

After inquiry by the Commission, Attorney Dorval explained they were not opposed to a public hearing, but the application met the Regulations. But, unlike the property across the street, a zone changes or OSD-developments were not being requested. The Commission stated that because of the new street and the size of the subdivision, a Public Hearing should be held.

MOTION: Move that Application #424 – Subdivision, 505-545 Redstone Hill Road (18 lots); Assessor’s Map 2, Lots 133, 133-1, 133-2 & 133-3; R-15 (Single-Family Residential) zone; 505-545 Redstone Hill Road, LLC, applicant, be scheduled for a Public Hearing at the next Regular Meeting of the Planning Commission on: July 28, 2021.

By: Soares

Seconded: Parker.

For: Howe, Parker, Pose, Soares and Veits.

Against: None.

Abstain: None.

The application was scheduled for public hearing.

OLD BUSINESS:

There was no old business.

NEW BUSINESS:

4. Application #324 – Bristol Crossing Subdivision – Request for extension of subdivision expiration date from June 30, 2021 to June 30, 2022; Assessor’s Map 9, Lots 12, 13 & 26 through 42 (19 lots): Phase 2 – Corbin Ridge & Lots 14 through 25 (12 lots): Phase 3 – Tevin’s Way; Sachem Capital Realty, LLC; owner/applicant.

The Commission acknowledged receipt of the following items in their electronic packets: a letter dated June 7, 2021, from Attorney Franklin Pilicy, regarding the request; a copy of the December 23, 2020 Planning Commission agenda; a copy of the December 23, 2020 Planning Commission minutes; and various letters, e-mails and minutes that dated from 2020 to 2008 that were in association with the applications.

Mr. Flanagan explained the applicant was requesting a final extension for this subdivision for one year. Staff is recommending a 6-month extension. Scott Iovene, Sachem Capital Realty, LLC, 698 Main Street | Branford, explained the request was to extend the expiration date of the subdivision and for the Commission to assist them for the City to assume ownership. The road was almost finished. Regarding improvements on lots they own, they were unsure if they were going to continue to construct, but were reviewing several options. The costs of construction are a concern.

Ms. Levesque explained that Sachem Capital has submitted as built plans for the Engineering Department to review. Regarding the status of Corbin Ridge, they have not reviewed the property yet, but was on their schedule. They are looking to recommend an accept Corbin Ridge. They applicant has followed through on their plans and there were no concerns from the neighbors recently.

Mr. Flanagan explained the Commission has had sufficient cooperation with the applicant with the incremental time lines that were granted to the applicant, so the six months would not affect the process for the City accepting the road. If within 6-months the first road is finished and accepted by the City, the six-months would go away for Phase II and the applicant may request an additional 6-months in December for Phase III.

The Commission commented they would recommend approval, just based on the cost of lumber.

MOTION: move to approve the request for the extension of six months from June 30, 2021 to December 31, 2021 of the subdivision approval originally approved on June 25, 2008. This extension is for Application #324 – Bristol Crossing Subdivision – Phase 2 – Corbin Ridge Assessor’s Map 9, Lots 12, 13 & 26 through 42 (19 lots) and Phase 3 – Tevin’s Way Map 9 Lots 14 through 25 (12 lots) – Sachem Capital Realty, LLC; owner/applicant.

This extension is granted pursuant to the Connecticut General Statutes Section (C.G.S.) 8-26c (e) and Section 2.09 (1) of the Bristol Subdivision Regulations which allows for extensions of subdivision approvals.

By: Pose

Seconded: Soares.

For: Howe, Parker, Pose, Soares and Veits.

Against: None.

Abstain: None.

The CT General Statute 8-24 Referral is recommended for approval.

Item #2 was resumed.

2. Application #423 – Site Plan for trucking terminal facility, Lot 2 Business Park Drive; Assessor’s Map 3 Lot 2; IP-1 (Industrial Park) zone; Brown Holdings, LLC, applicant.

Sev Bovino, P.E., Kratzert, Jones Associates, 1755 Meriden-Waterbury Road, Milldale, on behalf of the applicant, explained the property was located on the north side of Business Park Road.

They would connect their utilities on Lot 1 including the drainage system. The lot was approved in 2005 (2.55 acres) and has City sewer and water services. When the lot was approved, it was stipulated the lot drainage went to the west and the maximum impervious surface be 1.85 acres near the building. The plan has 1.38 acres of impervious area including the 12,000 sq. ft. building and parking for a trucking terminal facility. The business hours are 9:00 A.M. to 5:00 P.M. with 6 employees.

The trucks are allowed to idle 5 minutes, which has an automatic system. Regarding inland wetlands, grading was proposed 40 ft. away from it and the building was proposed 60 ft. away from it. The IW are on Lot 3. He explained the grades of the pavement to the drainage system and sanitary sewer drainage. An 8 ft. high fence would be put around the facility; the residential area would have an 8 ft. high vinyl fence. Inasmuch vegetation would be retained with added trees and landscaping. They submitted response comments and revised plans for review. The lighting system would have full cut off lighting.

Mr. Flanagan commented that the revised plans were received this afternoon, but have not been reviewed. The application required an Inland Wetlands permit, so the Planning Commission cannot vote on this evening. The Commission agreed the application should be continued because of the IW Commission application is pending.

After inquiry by the Commission, Mr. Bovino explained the 12,000 sq. ft. building was for office space.

MOTION: move that Application #423 – Site Plan for trucking terminal facility, Lot 2 Business Park Drive; Assessor’s Map 3 Lot 2; IP-1 (Industrial Park) zone; Brown Holdings, LLC, applicant, be continued to the next Regular meeting of the Planning Commission on July 28, 2021.

By: Soares

Seconded: Pose.

For: Howe, Parker, Pose, Soares and Veits.
 Against: None.
 Abstain: None.

The application was approved.

ZONING COMMISSION REFERRALS:

5. Application #2406 – Change of Zone from R-10 (Single-Family Residential) zone to I (General Industrial) zone at 16 Andrews Street; Assessor’s Map 38, Lot 62-4/62/4A/61-5; 16 Andrews Street, LLC, applicant.

The Commission acknowledged receipt of the following items in their electronic packets: a referral memorandum dated June 2, 2021, from the Zoning Commission to the Planning Commission, regarding the request; an attachment to the application, dated June 2, 2021, regarding relevant excerpts from 2015 plan of conservation and development (revised April 1, 2018), Goals of The Plan; an approval letter from the Zoning Board of Appeal, dated June 2, 2021.

Vlazznim Vsadriu, 16 Andrews Street, explained he purchased the property 2015 and does maintenance and repairs of used vehicles on the property, which he wanted to continue to do and improve the property. He had received a grant from the City to improve the property and the parking area was repaved. But, he was unaware that an Inland Wetlands (IW) application was required. He hired a team of professional to resolve the Staff and his concerns and professional plans. He was approved for three Variances from the Zoning Board of Appeals. (ZBA.)

Attorney Dwight Merriam, 80 Latimer Lane, Simsbury, on behalf of the applicant, explained the concern was the issues from improving the parking lot after receiving the grant. A quarter of the property was in wetlands; also, the street and some properties were in wetlands. The lot was created in 1927 prior to the Zoning Regulations (1933.) This was a small business, but it was an important business for the owner. The ZBA granted the three Variances unanimously. He described the new setback, parking and landscaping that were allowed in I-zone, but not the R-10 zone. He reviewed the recommendations in the Plan of Conservation and Development and the three Variances.

The lot is about 19,000 sq. ft. that was consistent for the area, as there were smaller industrial zones across the street. He described the classification of the IW, which had been filled and may recharge the aquifer. A storm drainage system was proposed for the IW Commission application. It was important to have like zones across the street for the zone change request. If the zone change is approved by the Zoning Commission with the 3 Variances, the property would become conforming.

There was no plans to purchase the abutting property or to re-zone it. Also, there is a slope on the property and was difficult to expand the business. He reviewed recommendations from the POCD for these types of business, which were to promote business development, to maintain the economic base, to encourage appropriate building and design, and to encourage the retention and expansion of the existing businesses in Bristol. These would allow this use to on the property.

The Commission commented they knew the previous two owners had not maintained or improved the property like this applicant and they were in favor of this applications because the property was improved and beautified and they supported the request.

MOTION: motion to send a positive referral to the Zoning Commission for Application #2406 – Change of Zone from R-10 (Single-Family Residential) zone to I (General Industrial) zone at 16 Andrews Street; Assessor’s Map 38, Lot 62-4/62/4A/61-5; 16 Andrews Street, LLC, applicant.

The Planning Commission finds that the zoning map amendment, as presented, would be consistent with the goals and policies of the 2015 Plan of Conservation and Development (POCD), amended to April 1, 2018, and specifically:

- a. Section 9.3.1.4. – Encourage the retention and expansion of existing business and industry in Bristol.

By: Soares

Seconded: Pose.

For: Howe, Parker, Pose, Soares and Veits.
 Against: None.
 Abstain: None.

The CT General Statute 8-24 Referral is recommended for approval.

CITY COUNCIL AND OTHER REFERRALS:

6. Capital Budget – FY 2021-2022

The Commission acknowledged receipt of the following items in their electronic packets: a referral letter from the Board of Finance, dated May 3, 2021, from Diane Waldron, regarding the request and an attached Plan A of the various project entitled "City of Bristol, 2021-2022 Capital Budget, 10 Year Capital Improvement and Strategic Planning Committee Approved April 27, 2021, Board of Finance Approved, April 27, 2021."

Mr. Flanagan explained the Commission had to make a recommendation for the Board of Finance for a referral for a total of \$63,697,350.

Ms. Levesque offered that the City Hall project will be a total renovation and would create ADA accessibility with an easterly building addition. This would include new heating, air conditioning and offices. There would be two separate locations during renovations for employees to work in for a year and a half.

Commissioner Howe was against the City selling Internet services, which was not the City’s business.

MOTION: Move to recommend to the Board of Finance adoption of the Capital Budget for Fiscal Year 2021-2022, as the proposed projects are consistent with the goals of the Plan of Conservation and Development by maintaining the public infrastructure and public facilities.

By: Pose

Seconded: Soares.

For: Parker, Pose, Soares and Veits.

Against: Howe.

Abstain: None.

The CT General Statute 8-24 Referral is recommended for approval.

STAFF REPORTS:

7. Monthly Subdivision Status Report

The Commission acknowledged receipt of the following item in their electronic packets: the updated monthly Subdivision status report, updated June 16, 2021. Ms. Levesque explained the changes to the Bristol Crossings subdivision would be on the report next month.

- a. Mr. Flanagan explained the Commission is required to submit an Affordable Housing Plan by June 1, 2022 to the State of Connecticut Office of Policy and Management (OPM). A consultant will be retained. Bristol is not subject to 8-30g, the Affordable Housing Act.
- b. **COMMUNICATIONS:**

ADJOURNMENT:

Motion was made by Commissioner Parker to adjourn.

Motion seconded by Commissioner Soares.

Motion carried 5-0.

The meeting adjourned at 8:19 P.M.

These minutes represent the proceedings of the meeting.

This meeting was taped.

Respectfully submitted,

Nancy King

Andrew Howe
 Secretary
 City Planning Commission