

**BRISTOL ZONING COMMISSION
MINUTES
SPECIAL MEETING OF WEDNESDAY AUGUST 16, 2021**

CALL TO ORDER:

By: Chair Provenzano

Time: 5:30 P.M.

Place: City Hall

ROLL CALL:

MEMBERS	NAME	PRESENT	ABSENT
REGULAR MEMBERS:	Louise Provenzano (Chairman)	X	
	Michael Massarelli (Vice Chairman)	X	
	Richard Harlow	X	
	David White (Secretary)	X	
	Thomas Marra	X	
ALTERNATE MEMBERS	Marc Gagnon	X	
	Susan Tyler	X	
	Blake DellaBianca	X	
STAFF	Robert Flanagan, AICP, City Planner	X	

Chair Louise Provenzano called the meeting to order at 7:02 PM.

The members present were: Commissioners Provenzano, Massarelli, White, Harlow, Gagnon Tyler and DellaBianca.

ADMINISTRATIVE MATTERS:

1. Consultant, Staff and Commission Introductions

Those present were introduced. Francisco Gomes, ASLA, AICP of FHI Studio, joined the meeting remotely.

2. Approval of Minutes – 6/14/21

MOTION: Move to approve the special minutes of the June 14, 2021, special meeting.

By: Harlow

Seconded: Marra

For: Harlow, Marra, and White.

Against: None.

Abstained: None

New Business

3. Review and discussion of supporting documents for the re-write project:

- Bristol Plan of Conservation and Development
- Bristol Subdivision Regulations
- West End Neighborhood Study
- Route 6 Corridor Plan
- Route 72 Corridor Plan

Mr. Gomes reviewed with the Commission the PowerPoint presentation entitled: "City of Bristol Zoning Regulations Update", dated August 16, 2021.

Mr. Gomes reviewed the various phases of the update process:
 Phase 1: Repair and Reformat
 Phase 2: Link Regulations to GIS and Assessor Databases
 Phase 3: Substantive Revisions

Mr. Gomes also reviewed the following City of Bristol planning documents that are to be considered during the update process:

- a. 2015 POCD
- b. Route 6 Corridor Study
- c. Route 72 Corridor Land Use and Transportation Master Plan
- d. West End Neighborhood Plan
- e. Subdivision Regulations

An evaluation was then undertaken to compare the Bristol, Brookfield and Canton Zoning Regulations.

- The Bristol Zoning Regulations has 148 pages & 14 Sections; with 9 pages of definitions and no graphics.
- The Brookfield Zoning Regulations has 236 pages & 8 Sections; with 27 pages of definitions and graphics.
 - An index is provided at the bottom of each page, for ease of review.
 - Permitted uses are organized within tables.
- The Canton Zoning Regulations has 228 pages & 9 Sections; with 34 pages of definitions and graphics.
 - An index is provided on the side of each page, for ease of review; this format seemed easy to use as compared with the Brookfield version.
 - Permitted uses are organized by permit types. With Bulk and Height regulations provided in tables.

The conclusion reached was that the current Bristol Zoning Regulations contained far fewer pages than Brookfield and Canton versions; Bristol’s definition section is not as comprehensive as the other two municipalities and can be improved.

Mr. Gomes then introduced a document prepared by his office that was a line-by-line review of the definition section of the current Bristol Regulations. Some inconsistencies were noted. This document will be reviewed in more detail at the September meeting.

CT Public Act 21-29 was then reviewed with the Commission along with the various changes to the Connecticut General Statutes as it relates to Land Use. Among the items reviewed were:

- Accessory Apartments
- Zoning Enabling Act
- Affordable Housing
- Land Use Official Training

The next Special Meeting is scheduled for Monday, September 13, 2021 at 5:30 PM.

MOTION Move to Adjourn:

By: Harlow Seconded: White

For: Harlow, Marra, Provenzano, Massarelli and White.
 Against: None.
 Abstained: None

This meeting was taped.

Respectfully submitted,

Nancy King
 Recording Secretary

Louise Provenzano, Chairman

David White, Secretary