

**BRISTOL PLANNING COMMISSION
MINUTES
REGULAR MEETING OF WEDNESDAY MARCH 24, 2021**

CALL TO ORDER:

By: Acting Chairman Soares

Time: 7:02 P.M.

Place: City Hall

ROLL CALL:

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

PLEDGE OF ALLEGIENCE

PUBLIC PARTICIPATION:

There was no public participation.

Acting Chairman Soares designated Commissioner Howe, Parker, Pose, Bacchus and Soares.

ADMINISTRATIVE MATTERS:

Approval of Minutes – 2/24/21

MOTION: Move to approve the minutes of the February 24, 2021, regular meeting.

By: Pose

Seconded: Howe.

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

Against: None.

Abstain: None.

PUBLIC HEARINGS:

There were no public hearings.

ZONING COMMISSION REFERRALS:

There were no Zoning Commission referrals.

CITY COUNCIL AND OTHER REFERRALS:

C.G.S. 8-24 Referrals:

2. 801 Burlington Ave.
4. 43 East Main Street
5. Lot #88 Kilmartin Ave.
6. Lot #102 Kilmartin Ave.
7. Lot #106 Kilmartin Ave.

The following item was submitted into the record: a memorandum dated March 19, 2021, from Attorney Jeffrey Steeg, Corporation Counsel Office, regarding the referrals on tonight's agenda.

Mr. Flanagan explained there were several 8-24 Referrals, and that Attorney Steeg received a communication this afternoon for the Lot #175/63 Dutton Ave., 8-24 referral, from the Park and Recreation Department because it abuts the Muzzy Park property. Therefore, the Commission should not review that request.

Mr. Flanagan read into the record the memorandum dated March 19, 2021, from Attorney Jeffrey Steeg.

The Board acknowledged receipt of the following items in their electronic packets: a motion from the Bristol City Council Meeting of March 9, 2021 from the Real Estate Committee, regarding the referrals to the Planning Commission, respectively, for 801 Burlington Ave.; Lot # 715/63 Dutton Ave.; 43 East Main St.; Lot #88 Kilmartin Ave.; Lot #102 Kilmartin Ave. and Lot # 106 Kilmartin Ave.; an Assessor's Vision Cards, dated March 18, 2021, respectively, for Burlington Ave. (Map 59, Lot 8); Dutton Ave. (Map 12, Lot 175/63); East Main St. (Map 41, Lot 8-1); 801 Burlington Ave. (Map 59 Lot 8); Kilmartin Ave. (Map 8, Lot 88); Kilmartin Ave. (Map 8, Lot 102) and Kilmartin Ave. (Map 8, Lot 106.)

801 Burlington Ave.

Regarding 801 Burlington Ave., the property was a vacant lot and intersection improvements were done several years ago. The property is on the corner of Peacedale St. and Burlington Ave. The State of CT Department of Transportation acquired a portion of the property for the widening of the street. The house that was on the property was demolished. No City departments have have an interest in the property.

The Commission commented they would like the City to try to sell these types of properties to Veterans or Habitat for Humanity.

Mr. Flanagan suggested sending a letter on behalf of the Commission. He will prepare a draft letter and work with Chairman Veits and the Commission on the contents of the letter at the next meeting.

MOION: move to direct staff to forward the following report to the City Council: the Planning Commission recommends that the City of Bristol move forward with the proposed sale of the property at located at 801 Burlington Ave. also known as Assessor's Map 59, Lot 8, Burlington Ave., as there is no apparent municipal use for the property.

By: Pose

Seconded: Howe.

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

Against: None.

Abstain: None.

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

43 East Main Street

Mr. Flanagan explained the communication from the Corporation Counsel Office stated this property was a foreclosure and previously marketed for sale, but there were environmental issues and it was not sold. The property is 1.38 acres.

MOION: move to direct staff to forward the following report to the City Council: the Planning Commission recommends that the City of Bristol move forward with the proposed sale of the property at located at 43 East Main Street also known as Assessor's Map 41, Lot 8-1, East Main Street, as there is no apparent municipal use for the property.

By: Howe

Seconded: Parker.

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

Against: None.

Abstain: None.

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

Lot #88 Kilmartin Ave.

Lot #102 Kilmartin Ave.

Lot #106 Kilmartin Ave.

Regarding Lots #88, #102 and #106 were all acquired by foreclosure. Mr. Flanagan summarized the memorandum from the Corporation Counsel Office, which stated they were unable to sell these properties. One of the lots was conveyed to a neighbor, but the City re-acquired it for foreclosure for back taxes.

The Commission was concerned Lot #88 had 75 ft. frontage by 95 ft. deep with appraised value of \$42,000 (\$3.75 sq. ft./.26 acres) Lot #102 had 55 ft. wide by 62 ft. deep with assessed value of \$30,000 (\$3.85 sq. ft.) The lots do not comply with the R-25, R-15 or R-10 zone Regulations. Lot #106 had 38 ft. wide by 40 ft. deep with an assessed value of \$3,700 (\$0.72 sq. ft.) The lot of Burlington Ave. was assessed value of \$37,000 (\$1.36 sq. ft./ .62 acres.)

If there are no sewer connections, there is insufficient area for a septic system and a house to be constructed. They were confused on the appraised values. If the values were lowered, maybe someone would be interested in these properties. Mr. Flanagan explained he would provide the Assistant Assessor’s contact information.

MOION: move to direct staff to forward the following report to the City Council: the Planning Commission recommends that the City of Bristol move forward with the proposed sale of the property at located at Lot #88 Kilmartin Ave., also known as Assessor’s Map 8, Lot 88, Kilmartin Ave., as there is no apparent municipal use for the property.

By: Howe Seconded: Parker.

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

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

MOTION: move to direct staff to forward the following report to the City Council: the Planning Commission recommends that the City of Bristol move forward with the proposed sale of the property at located at Lot #102 Kilmartin Ave., also known as Assessor’s Map 8, Lot 102, Kilmartin Ave., as there is no apparent municipal use for the property.

By: Howe Seconded: Pose.

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

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

MOION: move to direct staff to forward the following report to the City Council: the Planning Commission recommends that the City of Bristol move forward with the proposed sale of the property at located at Lot #106 Kilmartin Ave., also known as Assessor’s Map 8, Lot 106, Kilmartin Ave., as there is no apparent municipal use for the property.

By: Howe Seconded: Parker.

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

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

OLD BUSINESS:
There was no old business.

NEW BUSINESS:
There was no New Business.

STAFF REPORTS:
1. Monthly Subdivision Status Report

The Commission acknowledged receipt of the following item in their electronic packets: the updated monthly Subdivision status report updated March 18, 2021.

Ms. Levesque explained there were no changes to the report, but this week the Laurentide Glen subdivision is filing the bond for Phase I and they applied for their first building permit. The bond was about \$360,000, which includes the \$110,000 for the Storm Water Trust. They have done a lot of work already, so Staff is comfortable with the building permit. There is also a bond for the earth excavation.

COMMUNICATIONS:

ADJOURNMENT:

Motion was made by Commissioner Parker to adjourn.

Motion seconded by Commissioner Howe.

Motion carried 5-0.

Acting Chairman Soares reminded the Commission their next meeting was on April 28, 2021.

The meeting adjourned at 7:46 P.M.

These minutes represent the proceedings of the meeting.

This meeting was taped.

Respectfully submitted,
Nancy King

Andrew Howe
Secretary
City Planning Commission