

**SUFFIELD PLANNING & ZONING COMMISSION
MINUTES OF REGULAR MEETING
April 18, 2016**

Present: Mark Winne
Ginny Bromage
Patrick Keane
Gina Pastula, Alternate
Brendan Malone, Alternate
James Henderson

Absent: Mark O’Hara
Jeff Peak, Alternate
Bill Hawkins, Town Planner

Also Present: James Taylor, Zoning Enforcement Officer
Eleanor Binns, Administrative Secretary
Gerry Turbet, Town Engineer

The proceedings of this meeting were voice recorded.

I. ROLL CALL

Chairman Winne called the meeting to order at 7:00 pm. He then asked Ms. Binns to take a silent roll call. In the absence of Mr. Bucior (who has resigned) and Mr. O’Hara, the chairman appointed Mr. Malone and Ms. Pastula to serve as full members for the meeting.

II. PUBLIC HEARING (continued from March 21, 2016 meeting)

File# 2016-2: Request for 13 lot subdivision located at 785 Mapleton Avenue. Map 51H, Block 42, Lot 23. Applicant - Briarwood Homes, Inc.

Nat Sreenath of Sreenath Associates represented the applicant Elzear Roy who was also present. He described the changes to the plans that were made on 3/28/16 and 3/29/16 based on the recommendations by staff that were brought up at the previous public hearing of 3/21/16. He addressed the drainage for a fifty year storm as requested. Catch basins will be installed as indicated on the plan to redirect some of the drainage. Mr. Sreenath also noted that the Subdivision was approved by the Conservation Commission and the fire hydrants have been approved.

Ms. Bromage asked if the two acres that were draining north had been addressed. Mr. Sreenath responded that it has.

Ms. Bromage also pointed out that at last month’s hearing the Commission had indicated that they would like to see the houses that are on the corner of Mapleton and Matthew Dr. face Mapleton if possible with their driveways on Matthew Dr. Mr. Roy indicated that he will give the buyers that choice but he has found that most buyers want the house to face the side road.

There was discussion on the landscape buffers and the consensus of the commission members was that the buffers be made up of a mixture of trees including maple trees to be in keeping with the neighborhood. Mr. Roy will meet with staff to plan the buffers in keeping with the recommendation of the commission.

Mr. Hawkins was not in attendance at the meeting so Mr. Keane read Mr. Hawkins' report into the record. The report addressed the agricultural buffer that would be between the subdivision and the Rodzen farm. He indicated that the vegetation that currently exists in the buffer area is located on the property line and should provide an effective buffer for the farming activities. Given the type of farming activity taking place and to be consistent with past approvals he recommended a 30 foot buffer on lots 7 & 8.

Mr. Turbet then read his report into the record. This was an update of last month's report indicating that the applicant had adequately addressed the questions and concerns that were brought up in his March 18, 2016 report. He noted that a bond estimate in excess of \$300,000.00 had been submitted. He stated that the additional submittals and the plan revisions had addressed the necessary additional information he had requested.

Chairman Winne then opened up the hearing to anyone speaking for, against, or having general comments on the application.

Mel Chafetz, 803 Mapleton Ave. still has concerns about drainage onto his property. The town public works department has cleared the blocked culvert pipe that runs under his driveway.

Mr. Taylor stated that the grading will be checked to see that it is properly indicated on the plans before a certificate of occupancy will be issued for the new houses.

Mr. Chafetz also stated that he would like to see maple trees planted around the new subdivision and on Mapleton Ave.

With no further comments presented, Mr. Winne asked for a motion to continue or close the public hearing. Mr. Keane made a motion to close the public hearing. Ms. Pastula seconded the motion which passed unanimously 6-0-0.

III. OLD BUSINESS

File# 2016-2: Request for 13 lot subdivision located at 785 Mapleton Avenue. Map 51H, Block 42, Lot 23. Applicant - Briarwood Homes, Inc.

Commission members discussed the buffer on Mapleton that would screen the houses from Mapleton and that a mixture a trees would be preferable to a mound with pine trees.

They discussed the waiver of sidewalks on Mapleton and felt that they would like to explore the possibility of requiring sidewalks on main streets in the future. The members would like the Town Planner to investigate this issue and possibly find a way to have a fee in lieu of sidewalks where they are not feasible, to develop a fund to put the sidewalks in other areas of town.

With no further discussion, Mr. Winne called for motions on the application.

Ms. Bromage moved approval of the following waivers for **Application #2016-2:**

- Sidewalks on Mapleton Ave. per Section 308a.
- Sidewalks on one side of Matthew Dr. per Section 308a.
- Curbs and gutters on Mapleton Ave. per Section 308.c
- Street lights on Mapleton Ave. per Section 918

Seconded by Ms. Pastula, and approved unanimously, 6-0-0.

Mr. Keane moved approval of **Application #2016-2** with the following conditions:

- Standard Approval Conditions 1- 6, 7, 9, and 11 apply.
- All iron pins, and monuments to be set shall be added to the subdivision plan.
- Applicant will use a variety of trees for buffer plantings in consultation with Town Planning and Zoning staff.

Seconded by Mr. Henderson, and approved unanimously, 6-0-0.

Discussion of Bylaws

Copies of the current bylaws with suggested changes had been distributed to the commission members. In a memo dated April 6, 2016 Mr. Hawkins indicated that he had found that no other commission in town, including the Board of Selectman, has addressed the issue of videotaping or recording meetings in their bylaws. In consultation with the commission's counsel, Carl Landolina he has submitted the "red line" changes of the bylaws, correcting the name to Planning and Zoning and simplifying the proxy section for election of officers. Under the "Order of Business", "Public Comment" has been added as an agenda item after the "Roll Call". Article XII was simplified to Section (1) and (2) indicating that the chairman should be notified when the meeting is being recorded and that the equipment shall not interfere with the meeting, Also, the chairman may ask that the equipment or entity recording be removed if an undo disturbance is being caused.

Mr. Winne indicated that future meetings being held in the Town Hall Hearing Room will all be televised and recorded and be accessible from the Suffield Town Hall web site.

There was discussion on appointment of alternates and the consensus was that the Chair will continue to appoint alternates in a manner that is equitable allowing as much participation as possible rather than having a prescribed policy in the bylaws.

Mr. Keane moved to amend the bylaws with the changes submitted by Mr. Hawkins on 2/24/16 and 4/16/16. The motion was seconded by Ms. Bromage and approved 6-0-0.

IV. NEW BUSINESS

File# 2016- Request for 9 lot subdivision located at 521 South St. Map 36H, Block 34, Lot 4.
Applicant F&L Construction.

Ms. Pastula moved to accept the application and set the hearing date for May 16, 2016. Ms. Bromage seconded the motion which passed 6-0-0.

VII. REPORTS

Chairman – Mr. Winne noted that Jacek Bucior has resigned from the commission and it is anticipated that the Board of Selectmen will appoint a replacement at their April 20th meeting.

Town Planner –None

VIII. MINUTES

Ms. Bromage made a motion to approve the March 21, 2016 regular meeting minutes as submitted. The motion was seconded by Ms. Pastula and approved 6-0-0.

IX. CORRESPONDENCE – None

X. AJOURNEMENT

With nothing further to come before the commission, Ms. Bromage made a motion to adjourn at 8:10 pm; seconded by Mr. Malone. The motion carried unanimously 6-0-0.

Submitted,

Ginny Bromage, Secretary

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