

BRISTOL PLANNING COMMISSION  
REGULAR MEETING OF APRIL 30, 2008

ATTENDANCE: Chairman William Veits  
Commissioner John Soares (VC)  
Commissioner Marie Keeton  
Commissioner Brian Ewings  
Anthony Dell'Aera  
Joseph Kelaita (Alternate)  
Charles Cyr (Alternate)  
Angelo Cannici (Alternate)  
City Planner, Alan Weiner  
Assistant City Planner, Kacie Costello  
City Engineer, Paul Strawderman

Chairman Veits congratulated Commissioner Dell'Aera on receiving his doctorate degree. Also, he reminded the Commission that the next meeting of the Planning Commission is Wednesday, May 28, 2008.

The meeting was called to order at 7:00 P.M.

**I. Minutes**

1. Regular Meeting of March 26, 2008.

Motion was made by Commissioner Soares to accept the minutes of March 26, 2008 as presented.

Motion seconded by Commissioner Keeton.

Motion carried 5-0.

**II. Pending Applications**

None.

**III. New Applications**

1. Application #323 – Revision to an approved Site Plan to designate a future parking area at an industrial facility, 780 James P. Casey Rd. (Bristol Business Center); Assessor's Map 65, Lot 3; IP-25 (Industrial Park) zone; Bristol Industrial Partners, LLC, applicant.

The Commission acknowledged receipt of the first set of Site Plan Review Committee comments dated April 8, 2008.

Marc Goodin, P.E., of Meehan and Goodin, PC, Manchester, presented the request for the revision to an approved Site Plan. Mr. Goodin explained the prior application to construct a railroad spur for a manufacturing facility for this property. He noted that there is an area of the parking lot that is in need of repair and, rather than address its condition at this time, the applicant is proposing to block this area off and designate its approximately 80 parking spaces as future parking. He pointed out that there are approximately 2,300 existing parking spaces on site and noted that the current occupants only use about 25% of those spaces.

Mr. Weiner noted that the Staff had no comments, and pointed out that the application was required because the number of parking spaces was being reduced from the original plan. He felt that adequate parking was being provided and that the plan was ready for approval.

Motion made by Commissioner Ewings to grant approval of Application #323, as presented.

Motion seconded by Commissioner Soares.

Motion carried 5-0.

**IV. Zoning Commission Referrals**

None.

**V. City Council and Other Referrals**

## 1. Sale of Property – 386 King St.

The Commission acknowledged receipt of a referral dated April 14, 2008, from Therese Pac, Town and City Clerk, regarding the subject request.

Mr. Weiner noted that the Board of Public Works reviewed this property and their report indicated that there was no potential use for the property. He noted the City obtained this R-10 zoned property from a foreclosure sale. In his opinion, there was no public value in the property. After inquiry by the Commission, Mr. Weiner was unsure who owned the adjacent lot and noted that there was a considerable amount of Inland Wetlands on that property.

Mr. Strawderman pointed out that, while this property is close to tributary A to the Copper Mine Brook, it sits about 15 feet higher than the brook so flood control is not an issue. He agreed that the property has no apparent public purpose.

Motion was made by Commissioner Keeton to recommend to the City Council approval of the sale of property, 386 King Street, as under the Plan of Conservation and Development the property under the current zone has no value for a City use.

Motion seconded by Commissioner Dell'Aera.

Motion carried 5-0.

## 2. Relocation of Easement – Lot 14, Maureen Drive

The Commission acknowledged receipt of a referral dated April 14, 2008, from Therese Pac, Town and City Clerk, regarding the subject request.

Mr. Strawderman explained the prior two lot subdivision approval on this property in which a storm drainage pipe was not in the right location and was relocated in order to construct the house. In addition, the easements were to be reestablished. Therefore, he recommended approval of relocating the easement as requested by the subdivider.

Motion was made by Commissioner Soares to recommend to the City Council approval of the relocation and realignment of easement, Lot 14, Maureen Drive.

Motion seconded by Commissioner Ewings.

Motion carried 5-0.

**VI. Old Business**

None.

**VII. New Business**

## 1. Subdivision Review and Inspection Fees

The Commission acknowledged receipt of a memo dated March 24, 2008, from Walter Veselka, Director of Public Works, regarding the subject request. Also, attached to the letter: CT State Statue Section 8-26 and a paper entitled *Example of Subdivision Application, Review and Inspection Fees, dated April, 2008*".

Mr. Weiner reviewed the brief discussion of this issue at the Commission's previous meeting. He discussed the attachments describing the CT State Statutes, which give Planning Commissions the right to include in their Regulations fees for review and inspection and an example of the fees charged in the towns of Stonington and East Lyme. He noted that most towns surveyed charge a base fee and then a "per lot fee" or other various charges, as described. He also noted that other towns might not have as much staff as the City, so they may hire outside help.

Commissioner Keeton remarked that most likely if there were inspection issues that arose, then those fees may apply. However, there should be a provision to follow up on the inspection. She also requested that Mr. Weiner research if he could obtain information on towns of similar sizes comparable to Bristol for comparable fees. Lastly, she voiced concerns about developers that are not cooperative, which make the costs of multiple inspections rise, which should be discussed further.

Mr. Weiner said that staff would research the matter further.

Mr. Weiner commented on the school of thought that if there were no applications, there would be no inspections and therefore no associated cost; however, in general the City seems to want development, but there are costs involved in inspecting the projects.

The Commission decided to continue this discussion at their regular May meeting.

## 2. Proposed Revisions to Bristol Sewer Service Area Map

The Commission acknowledged receipt of a memo dated March 31, 2008, from Walter Veselka, Director of Public Works, regarding the subject request with an attached map entitled "*City of Bristol, Sewer Service Area Mapping, undated*".

Mr. Weiner noted the areas on the map not proposed for sewers are open space, water shed lands, and particularly the South Mountain area, as described in the Plan of Conservation and Development. He also noted this issue arose because of the State of CT, Office of Policy and Management. He also noted if the State disagreed with any placement of sewers, there may be issues with State funding; however, now there would be consistency between State and City plans. He also noted there might be future revisions to the State maps.

Mr. Strawderman agreed with Mr. Weiner and he elaborated that these were the areas that were not developable and areas of Inland Wetlands, which were the areas expressed by the Commission not to develop. He noted the shaded areas depicted the areas where sewers would not be constructed, but if there were requests for these areas an applicant would need approval from the City Sewer Authority. Further, if any application were approved, the Sewer Service Area Mapping would need to be revised. He noted the Commission could revise any of these areas as required.

Mr. Weiner noted the State maps are reviewed every five years. Also, the former landfill was designated for sewer avoidance.

Motion was made by Commissioner Dell'Aera to recommend to the Sewer Authority approval of the proposed revisions to Bristol Sewer Service Area Map.

Motion seconded by Commissioner Ewings.

Motion carried 5-0.

## **VIII. Staff Reports**

### 1. Monthly Subdivision Status Report

Ms. Costello reviewed her monthly subdivision report with the Commission.

### 2. West End Neighborhood Planning Study

Mr. Weiner updated the Commission on the Advisory Committee meeting held to discuss on data collected by the Capstan Group and the next scheduled meeting, a visioning workshop this Saturday at the Boys and Girls Club. He noted that he and Ms. Costello have met with the consultants, flyers have been distributed, and there have been articles in the paper.

After inquiries by the Commission, Mr. Weiner pointed out that other meetings will be held and scheduled so that interested parties could attend at least one. A meeting may be held with just the business owners. Also, there were flyers in Spanish distributed to various facilities.

3. Mr. Weiner distributed a new set of Zoning Commission Regulations with all amendments to the Commissioners. He noted the Downtown Business Zone (BD) Regulations were adopted, as well as the Zoning Map with the Commission's recommendation of the concern of properties being taken out of the BD zone. Lastly, he noted two citizens attended the public meeting with concerns of being taken out of the BD zone and the Zoning Commission agreed to keep the properties in the BD zone.

## **IX. Communications**

None.

Motion was made by Commissioner Dell'Aera to adjourn.  
Motion seconded by Commissioner Ewings.  
Motion carried 5-0.

The meeting adjourned at 8:04 P.M.

These minutes represent the proceedings of the meeting.  
This meeting was taped.

Respectfully submitted,  
Nancy King

Marie Keeton  
Secretary  
City Planning Commission