

**BRISTOL ZONING COMMISSION
MINUTES
SPECIAL MEETING OF THURSDAY JULY 25, 2024**

1. Call to Order

By: Chairman White

Time: 6:00 P.M.

Place: City Hall
111 North Main St.
Via Zoom only

MEMBERS	NAME	PRESENT	ABSENT
REGULAR MEMBERS:	David White (Chairman)	X	
	Thomas Marra (Vice Chairman)	X	
	Richard Harlow	X	
	Richard Goodwin (Secretary)		X
	John LaFreniere	X	
ALTERNATE MEMBERS:	Michael DeRoehn	X	
	Sara Mangiafico		X
	Peter Caruso	X	
STAFF:	Robert Flanagan, City Planner	X	
	Francisco Gomes, Consultant, FHI Studio	X	

Per the order of Chairman White, the meeting was called to order at 6:00 P.M.

Chairman White reminded the Commission the next special meeting of the Zoning Commission is Monday August 15, 2024.

Mr. Gomes gave his online presentation to the public for the amendments to the Regulations. He reviewed the purposes of the Zoning Regulations to the public and the Commission. He introduced the Staff and Commission as the steering committee for the amendments to the Regulations. He noted the amendments started two years ago to update and correct the Zoning Regulations. He described that the Commission was working on amendments for the third phase of the re-write of Zoning Regulations. He noted each area and section of the Regulations are being reviewed. Mr. Gomes said this evening he would discuss the parking section of the Zoning Regulations.

Mr. Gomes clarified the Commission had previously worked on phase one of the Zoning Regulations that was adopted in January 2024. He noted this evening was one of several public presentations for the Regulations. Mr. Gomes observed the presentation was for a transparent process and to get answers and questions from the public. He noted the public answers and questions also provided more information to consider updating the Regulations. He stated there would be no votes this evening for the agenda items. He reviewed the areas of the Regulations that were previously worked on by the Commission. He reviewed the order of the next areas of the Regulations that would be worked on by the Commission.

Mr. Gomes gave a brief process of his team's and Staff reviews the Regulations for best practices, findings from different towns and analyze the data for the best recommendations for the Regulations.

2. New Business

a. Presentation of recommended parking standard amendments to the Zoning Regulations

Mr. Gomes reviewed the parking standard amendments line by line with the Commission. He expounded on his team's review and the recommendations for the Regulations. He pointed out there were multiple parking uses that were not listed that needed the Commission's determination. He noted there were multiple parking uses that did not have any Regulations. He assessed that the downtown parking was complicated to use in the Regulations. Mr. Gomes explained the landscaping parking uses were limited. He

pointed out the community residences and group childcare homes had to be updated for the State Statues. He noted there were less parking use Regulations versus the Commission's determination of parking spaces. He reviewed some of the recommendations for landscaping plans for parking areas. He validated the CT Act 23-142 for the group homes became effective at the end of 2023.

b. Discussion of recommended amendments including questions and answers

Mr. Gomes reviewed the recommended amendments to the Regulations that are listed on the City of Bristol Website. He stated a parking use table would be added to the Regulations with exceptions to the large projects that would be difficult to determine. He reviewed the new floor area-based requirements versus a head count or seat-based requirements.

The following persons were not in favor or against the application, but had inquiries: Jerald Rafaniello, Chairman of the Zoning Board of Appeals

Mr. Gomes went over the Regulation for smaller shopping centers for the parking requirements that are calculated at a flat rate for the entire development. He explained parking spaces are based on existing facilities and the Institute for Transportation of Engineers Parking Utilization Guidebook.

Mr. Gomes reviewed the parking requirements for retail sales businesses that are now grouped into one parking requirement. He reviewed the new recommendation of the applicants providing the proper number of parking spaces by a traffic expert.

Public inquiries: Mr. Gomes confirmed the parking use requirements would remain under Section 13 of the Zoning Regulations.

Mr. Gomes next reviewed the shared parking Regulations. He overviewed the recommendation for shared parking in the downtown area was within 1,000 sq. ft. of a building. He noted there is a recommendation to expand the shared parking in the BD zone. Mr. Gomes noted there is a recommendation for the offsite car park to be within 1,000 sq. ft. in the BD zone. He added that the handicapped parking needed language added to comply with the State Statutes and State Building Code.

Mr. Rafaniello inquiries: Mr. Gomes noted he would reassess the concerns of landscaping for site-lines in the drive isles. He would review the public transit for the buses in the BD zone for low customers.

Mr. Gomes reviewed the incentives for the Regulations for low impact developments for applicants. He clarified the parking for Aquifer Protection Areas the Commission does not want to put this type of parking in these areas. He stated these types of plans had to follow the CT Storm Water Manual that was recently amended in 2023.

Mr. Gomes reviewed the bicycle parking requirements for new developments that would have a small footprint.

Mr. Gomes next reviewed the four amendments that applied to the BD zone parking Regulations. He noted there was a recommendation to reduce the parking spaces by 25%. He noted the intentions were to increase the maximum parking spaces by 5% for flexibility and to not overpark the BD zone. However, now the recommendation is to increase the maximum parking spaces to 10% or possibly 25%. He pointed out a Special Permit would now be needed for full parking considerations in different areas of the City.

Mr. Gomes stated the Regulations for the landscaping parking lots would be placed in the section for parking Regulations.

Mr. Gomes reviewed the difficulties of administering the allowances for a developer to request increased parking if public amenities are provided. Therefore, the recommendation was to use the recommended Regulations for increased parking for a developer. He recommended this section be removed from the Regulations.

Mr. Gomes reviewed the Regulation that allowed developers to request reduced parking spaces. He compared the reduced parking was similar to the existing Regulation for shared parking and offsite parking.

Mr. Gomes overviewed the existing Regulation that allowed developers to construct on street parking by constructing buildings and curbs further back from the street. He detailed the recent recommended Regulation for parallel parking. He explained these requests now required a Special Permit for changes to the street front and curb locations on the property. He mentioned there were illustrations examples added for these Regulations.

c. Next Steps

Mr. Gomes over-viewed the next step was for the City to receive any comments or letters from the public to make possible changes to the Regulations. He commented then the recommendations would be brought to a public hearing at a later public hearing. He stated after the Commission is done with the current review of the environmental resources section a similar public presentation would be made to the public.

Mr. Rafaniello suggested the Commission have a better way of advertising the public presentations to attract more people to the meetings. He also suggested notifying the Land Use Board Commissioners of the meetings. Mr. Flanagan said the meeting was advertised in the Bristol Press, but he would use more social media to advertise the meetings.

Mr. Gomes said he would send a PDF document of the presentation to Mr. Flanagan after the meeting.

Mr. Flanagan mentioned all the items for the meeting are posted on the City's Website.

Chairman White agreed with Mr. Rafaniello's comments that this was an excellent presentation from Mr. Gomes.

3. Adjournment

Chairman White designated regular Commissioners Harlow, LaFreniere, Marra and White to vote on the adjournment. He also designated alternate Commissioner DeRoehn to vote on the adjournment in place of Commission Goodwin that was absent this evening.

MOTION: Move to adjourn at 7:03 P.M.

By: White

Seconded: LaFreniere.

For: Harlow, DeRoehn, Marra, LaFreniere and White.

Against: None.

Abstained: None.

This meeting was taped.

Respectfully submitted,

Nancy King
Recording Secretary

David White, Chairman

Richard Goodwin, Secretary