

**BRISTOL PLANNING COMMISSION
MINUTES
REGULAR MEETING OF MONDAY MARCH 25, 2024**

1. CALL TO ORDER:

By: Acting Chairman Soares

Time: 6:00 P.M.

Place: City Hall
Council Chamber
111 North Main Street
First Floor

ROLL CALL:

MEMBERS	NAME	PRESENT	ABSENT
REGULAR MEMBERS:	Chairman William Veits (Chairman)		X
	John Soares (Acting Chairman)	X	
	Jon Pose	X	
	Tracey Bacchus	X	
	Christopher Nardi (Acting Secretary)	X	
ALTERNATE MEMBERS:	Kenneth Rasmussen-Tuller		X
	Anthony Lorenzetti		X
	Kristen O'Donnell	X	
STAFF:	Robert Flanagan, AICP, City Planner	X	
	Nancy Levesque, P.E., City Engineer	X	

Acting Chairman Soares called the meeting to order at 6:00 P.M.

Acting Chairman Soares designated regular Commissioners Nardi, Bacchus, Pose, Soares as voting members this evening. He also designated alternate Commissioner O'Donnell as a voting member this evening.

2. Public Participation

There was no public participation.

3. Approval of Minutes

a. Regular Meeting - February 26, 2024

MOTION: Move to approve the minutes of the February 26, 2024, regular meeting.

By: Pose

Seconded: Nardi.

For: Nardi, Bacchus, Pose, O'Donnell and Soares.

Against: None.

Abstain: None.

4. Receipt of New Applications

There was no receipt of new applications.

5. Public Hearings

There were no public hearings.

6. Zoning Commission Referrals

- a. Application AZR 24-1 – Proposed revisions to the Zoning Regulations to add and amend the following:

- i. - Add to Section 19 Use Definitions: Community Youth Organization
- ii - Amend Section 4.1 to include Community Youth Organization in the table of permitted principal uses and to allow in the R-10, R-15, R-25 and R-40 (Single-Family Residential) zones.
- iii - Amend Section 4.2 to include Community Youth Organization in the table of permitted principal uses and to allow in the BD (Downtown Business) zones; BG (General Business) zone; BHC (Route 72 Corridor Business) zone and the BN (Neighborhood Business) zone – Initiated by: Bristol Zoning Commission.

Staff explained after the Zoning Regulations Re-Write process, it was discovered that the Bristol Boys and Girls Club was in the category as a “club.” Staff explained this facility was made a commercial use in the new Zoning Regulation so the use has now become non-conforming. Staff met with the Bristol Boys and Girls Club staff to explain the concerns. The Zoning Commission requested Staff to draft a new Zoning Regulation. Staff noted the proposed Regulations would improve the definition and would remain a Special Permit use. He explained the club would amend the Special Permit and apply for any Site Plan permits. He reviewed the proposed amendments. He explained referrals were received from the NVCOG and the NHCOC and the CRCOG and there were no conflicts. Staff explained this was an oversight in the Regulations. He noted Staff wanted to help the applicant continue their good work for the community. Staff supported a positive referral for this application.

Staff reviewed the documents for the application.

MOTION: Move to send a positive referral to the Zoning Commission for AZR 24-1.

- a. - Add to Section 19 Use Definitions: Community Youth Organization
- ii - Amend Section 4.1 to include Community Youth Organization in the table of permitted principal uses and to allow in the R-10, R-15, R-25 and R-40 (Single-Family Residential) zones.
- iii - Amend Section 4.2 to include Community Youth Organization in the table of permitted principal uses and to allow in the BD (Downtown Business) zones; BG (General Business) zone; BHC (Route 72 Corridor Business) zone and the BN (Neighborhood Business) zone – Initiated by: Bristol Zoning Commission.

The Planning Commission finds that the zoning text amendment, as presented, would be generally consistent with the goals and policies of the 2015 Plan of Conservation and Development (POCD), amended to April 1, 2018 and specifically:

- 1. Section 6.2.4. – Community / Cultural Resources
Support community resources which enhance the quality of life within Bristol.

MOTION: Move that Application AZR 24-1,

By: Nardi

Seconded: Bacchus.

For: Nardi, Bacchus, Pose, O'Donnell and Soares.

Against: None.

Abstain: None.

7. City Council and Other Referrals

- a. C.G.S 8-24 Review:
Department of Parks, Recreation, Youth and Community Services
Improvements to Memorial Boulevard/Wozenski Way

Sara Larson, Deputy Superintendent, Department of Parks, Recreation, Youth and Community Services, 51 High St., representing the applicant, explained this was an 8-24 Referral. This is a \$300,000 project funded by ARPA for improvements and accessibility upgrades to Veterans Boulevard. She explained input was received in 2020 from the Master Plan and the Veterans Council. She reviewed the improvements of the pre-fabricated restroom, the pathways and sidewalks that would be improved. She requested an approval for the 8-24 approval for the plans.

Staff agreed with Ms. Larson's description of the plans. He reviewed the areas of improvements in the park and explained Staff supported this plan. Ms. Levesque explained the Engineering Department worked on the plans with the Department of Parks, Recreation, Youth and Community Services.

Commission inquiries: Ms. Larson explained the restroom design has not been finalized but it would be a low impact design. The restroom design would be similar to the existing designs in the park. She explained the accessible sidewalk at Memorial Blvd. to South St. had a concern for accessibility with the grading in that area. The accessible sidewalk would have to be accessed from Hill St. Staff inquiries: Ms. Larson explained the security system for the building would be locked from their new system.

MOTION: Move to send a positive referral to the City Council for the proposed municipal improvements to Memorial Boulevard/Wozenski Way as outlined by the Parks and Recreation Department.

The Planning Commission finds that the proposed municipal improvements, as presented, would be generally consistent with the goals and policies of the 2015 Plan of Conservation and Development (POCD), amended to April 1, 2018.

By: Nardi

Seconded: Bacchus.

For: Nardi, Bacchus, Pose, O'Donnell and Soares.

Against: None.

Abstain: None.

8. New Business

- a. Application #424 – Blossom Estates Subdivision - 505-545 Redstone Hill Road – Acceptance of bonding for public improvements for Phase 2 (16 lots); Assessor's Map 2, Lots 133-1; 133-3 through 133-17; R-15 (Single-Family Residential) zone; 505-545 Redstone Hill Road, LLC, applicant.

Attorney Andre Dorval, 17 Riverside Ave., representing the applicant, explained the request for the acceptance of bonding for public improvements for an 18-lot subdivision. He explained the conditional approval and the final approval dates. Attorney Dorval explained a majority of the work has been done, which he reviewed. The request this evening was for the bond to be reduced for unfinished items to be completed at \$175,052, which he discussed with the City Engineer and City Planner. If the Commission agreed, a bond would be filed in the immediate future. He requested the application be placed on the April agenda to be discussed with the Commission.

Staff explained he would work with the applicant to prepare the Mylar maps and the final approval. He reviewed the bond amounts that were determined today. He agreed a significant amount of work was done on the property. Ms. Levesque explained the property was reviewed and there were a few modifications. She agreed with the bond amounts. After a bond is filed the applicant they may apply for building permits.

Staff inquiry: Attorney Ziogas explained 16 houses would be constructed.

Commission inquiry: Attorney Ziogas explained most of the infrastructure was constructed.

MOTION: Move that pursuant to Subdivision Regulation 3.01 – Performance Guarantees – a request by the applicant for Application #424 – Blossom Estates Subdivision - 505-545 Redstone Hill Road – To approve the bond amount of bonding for public improvements for Phase 2 (16 lots); Assessor's Map 2, Lots 133-1; 133-3 through 133-17; R-15 (Single-Family Residential) zone; 505-545 Redstone Hill Road, LLC, applicant in the amount of \$175,052 based on the recommendation of the City Engineer. This amount includes the 15% contingency.

By: Nardi

Seconded: Bacchus.

For: Nardi, Bacchus, Pose, O'Donnell and Soares.

Against: None.

Abstain: None.

- b. Application #413 – Laurentide Glen Subdivision – Assessor’s Map 67; R-15/OSD (Single-Family Residential/Open Space Development) zone; Trademark Acquisitions, LLC, Arcadia Group, LLC and Arcadia Acres LLC, applicants/owners. Notification of Bond Expiration for public improvements for: 1. Phase 1 (12 lots) – Lots 37B-1 to 37B-11; 37B-72; Pequabuck Street; 2. Phase 2 (11 Lots) – Lots 12 -14, 16 – 22 Wiegert Way; 3. Phase 3 (20 Lots) – Lots 23-37 Stellas Way and Lots 57-61 Gino Drive; 4. Phase 4 (19 Lots) – Lots 38 & 40 Gino Drive and Lots 39-56 Pequabuck Street

Staff explained at the February meeting the Commission approved a bond reduction from \$454,250 to \$260,875. He explained a renewal letter of credit was due on March 28, 2024. He spoke with Attorney Mark Ziogas and discussed that the letter of credit was not able to be obtained. He added this item to the agenda to discuss after he spoke with the Chairman and Vice Chairman.

Attorney Mark Ziogas, 88 Valley St., representing the applicant, explained the bank was having concerns with one of the partners not willing to sign the application for the letter of credit. He explained the closing was on Thursday which would allow the applicant to post a cash bond. He explained this would alleviate the concern. He then explained the process of his escrow account to the Commission.

Attorney Ziogas inquiry: Staff explained if the concern is resolved the cash bond may be replaced with a letter of credit.

Staff explained the Chief Building Official would not issue any permits until a bond was received.

9. Old Business

There was no old business.

10. Staff Reports

- a. Subdivision Status Report
March 2024

Ms. Levesque explained other than the two subdivisions discussed this evening, there was no new activity on any subdivisions. The Great Pyrenees Way Subdivision into Burlington was the next phase. Though, there was no request for road acceptance. The remaining houses would be constructed in Burlington. The Perkins St. Subdivision had applied for two building permits. The Meadowview Farm Subdivision was trying to get the utility infrastructure resolved. She explained the concerns for the bond for Cold Spring Farm Subdivision.

11. Communications

There were no communications.

12. Adjournment

Acting Chairman Soares reminded the Commission the next Regular Meeting of the Planning Commission is Monday, April 22, 2024.

Motion was made by Commissioner Nardi to adjourn.
Motion seconded by Commissioner Bacchus.
Motion carried 5-0.

The meeting adjourned at 6:41 P.M.

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

Respectfully submitted,
Nancy King

John Soares
Acting Chairman: FOR:

William Veits
Chairman
City Planning Commission