

**BRISTOL PLANNING COMMISSION
MINUTES
REGULAR MEETING OF MONDAY, DECEMBER 23, 2024**

By: Chairman Veits

Time: 6:00 P.M.

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

MEMBERS	NAME	PRESENT	ABSENT
REGULAR MEMBERS:	Chairman William Veits (Chairman)	X	
	John Soares (Vice Chairman)	X	
	Jon Pose (Acting Secretary)	X	
	Tracey Bacchus	X	
	Christopher Nardi	X	
ALTERNATE MEMBERS:	Kenneth Rasmussen-Tuller	X	
	Kristen O'Donnell		X
	Kiana Small		X
STAFF:	Robert M. Flanagan, AICP, City Planner	X	

1. Call to Order

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

Chairman Veits reminded the Commission the next Regular Meeting of the Planning Commission is Monday, January 27, 2025.

Item # 3, Approval of Minutes was taken out of order.

2. Approval of Minutes

- a. Regular Meeting - November 25, 2024

Chairman Veits designated himself, regular Commissioners Pose, Soares and Nardi with alternate Commissioner Rasmussen-Tuller to vote on the minutes of the November 25, 2024, regular meeting.

MOTION: Move to approve the minutes of the November 25, 2024, regular meeting.

By: Pose

Seconded: Rasmussen-Tuller.

For: Nardi, Rasmussen-Tuller, Pose, Soares and Veits.

Against: None.

Abstain: None.

Chairman Veits designated himself, regular Commissioners Nardi, Pose, Bacchus and Soares as voting Commissioners this evening.

3. Public Participation

There was no public participation.

4. City Council and Other Referrals

- a. C.G.S. 8-24 Referral: 685 Lake Ave - Map 4, Lot 17
(Continued review from November 25, 2024).

Raymond Rogozinski, P.E., Director of Public Works, Public Works Dept., 111 North Main St., reviewed the request to install solar panels on the flat areas of the City's landfill. Mr. Rogozinski explained the plan has been in the works since 2020 with an RFP and a consultant's assistance.

The Director said the Public Works Dept. considered this a good use of unused property with an added source of revenue for the transfer station. Mr. Rogozinski noted the tenant would maintain the property and solar panels.

The Director reviewed the construction infrastructure that the ConnDEEP supports Regarding concerns of methane, Mr. Rogozinski explained the site was monitored from 1998 to 2016 and no methane was being produced.

As such, a waiver was obtained from the ConnDEEP. The director said the electrical installations would comply with the Building Code. Mr. Rogozinski concluded this was an important plan for the Public Works Dept. to add value to unused land. The Director's view was the plan was consistent with the PoCD.

Commission inquiries: Mr. Rogozinski clarified that the City would be responsible for repairs below the solar panel structures. The director noted the tenant was responsible for any repairs negotiated with the tenant attorneys and the City attorneys. Mr. Rogozinski agreed with the monthly reports that there were no vernal pools.

Staff said as the Commission requested from last month, New Britain was a municipality that had solar panels on their landfill. The City Planner indicated the questions in the electronic packet were answered by Mr. Rogozinski. Staff had no concerns with the request. The City Planner noted the CT Siting Council would also review these plans and permitting.

MOTION: Move to send a positive referral to the City Council for the C.G.S. 8-24 referral, for 685 Lake Ave - Map 4, Lot 17.

The Planning Commission finds that the C.G.S. 8-24 referral, as presented, is generally consistent with the goals and policies of the 2015 Plan of Conservation and Development (POCD), amended to April 1, 2018.

By: Soares

Seconded: Nardi.

Against: None.

Abstain: None.

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

5. New Business

There was no new business.

6. Old Business

There was no new business.

7. Staff Reports

a. Update of the Zoning Regulation Re-Write Process

Staff reported the update of the Zoning Regulations Re-Write Process was currently being worked on by the Zoning Commission. The city planner noted Mr. Gomes, the consultant, was in attendance this evening. The city planner pointed out this item would be referred to the Commission in about 4 months.

Mr. Gomes reviewed the update of the Zoning Regulations Re-Write process. He stated that it has been a year since the Planning Commission was last updated on the progress on the re-write.

Mr. Gomes pointed out the Phase I review was adopted and was in effect almost one year. Mr. Gomes said the next phase has more substantial updates. The consultant encouraged the Commission and the public to take the online survey. Mr. Gomes reported some items are linked from Phase I to Phase 3 on how to use the Regulations that would be finished at the end of the process. The consultant said the public hearing on final adoption would likely be in June 2025. Staff noted he would send the link to the survey to the Commission.

b. Review of recommended parking regulation amendments

Mr. Gomes noted Phase 3 began with the parking Regulations amendments. The consultant outlined the next topics of discussion for Phase 3 of environmental protection; residential districts; site design and signage and then administrative permits. Mr. Gomes explained currently the commercial industrial and mixed-use districts were being finished. The consultant directed the Planning Commission to the City's Website for the associated items for the updates under the Zoning Commission.

Commission inquiries: Mr. Gomes explained the pervious parking did not have a process yet for enforcement or maintenance. The consultant would add the suggestion of using the same materials for pervious parking repairs and maintenance plans in place.

c. Review of recommended environmental regulation amendments

Mr. Gomes discussed a variety of new suggested Regulations and simplified language. He suggested the solar panel height be increased to 20 ft. that would be allowed above parking lots.

Mr. Gomes reviewed the limits of the suggested Riparian Corridor Protection zone along the Pequabuck River versus the limits of the Inland Wetlands and Watercourse Agency. With the State's two new manuals, the consultant would update the references to the Soil, Erosion and Sedimentation Control and the Storm Water Quality. Mr. Gomes wanted to add long term maintenance plans to Special Permits and Site Plans with storm water quality control concerns.

Commission inquiries: The consultant specified there were no details on the process of the enforcement of the preservation of trees.

For the preservation of trees Regulations, the Commission suggested starting escrow accounts for the larger quantity of trees to ensure the maintenance of trees for absent builders. The Commission suggested specifying in the Regulations "an area of trees" but not "an exact location" on plans. Commissioner Pose did not agree with making a developer replant upwards of 50 trees because it would increase the costs of housing. Regarding Sustainability Incentives, the Commission suggested having LEED equivalent certificate requirements in the language.

Mr. Gomes explained that's the Zoning Commission was reviewing recommended Commercial, Industrial and Mixed-Use Districts Regulations and potential needs across those districts. Mr. Gomes said there are suggestions to add more uses in more zones. The consultant requested the Commission's suggestions to reduce some special permit uses to a site plans requirement, which would be reviewed by the Planning Commission. The Planning Commission did not have any objections to this suggestion.

Staff felt the Planning Commission review of site plans was a good idea to reduce the applications for the Zoning Commission and get the Planning Commission more involved with the site plan review and approval process.

Mr. Gomes recommended increasing the BN zone sizes of development from 2,500 sq. ft. to 5,000 sq. ft. to make the zone function as intended. The consultant suggested lifting the limits of the BN zone building because there are a lot of controls.

The consultant suggested removing the Unified Downtown Development zone from the BD zone. Regarding the IP-25 zone, Mr. Gomes recommended reducing this to 5-acre parcels and allowing parcels to be subdivided. The consultant suggested a new zone from the R-15/BT zone to an R-5 zone with 5,000 sq. ft. and grandfather the existing businesses in this zone.

Mr. Gomes noted the next steps were to review the Commercial, Industrial and Mixed-Use Districts with the Zoning Commission in January 2025. The consultant said a public presentation would be scheduled after that meeting. Mr. Gomes concluded the residential zones needed to be reviewed after the Commercial, Industrial and Mixed-Use Districts and the public presentation. The consultant appreciated all the Commission's comments.

d. Subdivision Status Report

Staff noted there were no updates to the subdivision status report dated December 19, 2024.

8 Communications

There were no communications.

9. Adjournment

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

The meeting adjourned 7:32 P.M.

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

Respectfully submitted,
Nancy King

William Veits
Chairman
City Planning Commission