

**BRISTOL PLANNING COMMISSION
MINUTES
REGULAR MEETING OF MONDAY MAY 19, 2025**

By: Chairman Veits

Time: 6:00 P.M.

Place: City Hall
Conference Room 3-1
111 North Main Street
Third Floor

MEMBERS	NAME	PRESENT	ABSENT
REGULAR MEMBERS:	Chairman William Veits (Chairman)	X	
	John Soares (Vice Chairman)	X	
	Jon Pose	X	
	Tracey Bacchus		X
	Christopher Nardi		X
ALTERNATE MEMBERS:	Kenneth Rasmussen-Tuller	X	
	Kiana Small	X	
	Greg Klimek	X	
STAFF:	Robert M. Flanagan, AICP, City Planner	X	
	William Stango, P.E., City Engineer		X

1. Call to Order

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

2. Pledge of Allegiance

Chairman Veits reminded the Commission the next Regular Meeting of the Planning Commission is Monday, June 23, 2025.

Chairman Veits welcomed alternate Commissioner Klimek to the Planning Commission. Chairman Veits designated alternate Commissioners Rasmussen-Tuller as Acting Secretary this evening. The Chairman indicated the votes this evening would be a roll call vote.

3. Public Participation

There was no public participation.

4. Approval of Minutes

a. Regular Meeting - March 24, 2025

Chairman Veits designated regular Commissioners Pose and Soares with alternate Commissioner Small to vote on the minutes of the March 24, 2025, regular meeting.

MOTION: Move to approve the minutes of the March 24, 2025, regular meeting.

By: Pose

Seconded: Soares.

For: Pose, Small and Soares.

Against: None.

Abstain: None.

5. City Council and Other Referrals

- a. FY 2025-2026
Capital Budget

Chairman Veits designated himself, regular Commissioners Pose and Soares with alternate Commissioners Rasmussen-Tuller and Small to vote on the FY 2025-2026 Capital Budget.

Diane Waldron, Comptroller, City of Bristol, 111 North Main St., representing the applicant, announced the Capital Budget FY 2025 – 2026 was adopted about 20 minutes ago. Ms. Waldron detailed how the Capital Budget process has become very detailed. The comptroller noted that there are now Strategic Plan processes that should be reviewed with the Planning Commission at a future meeting. Ms. Waldron said only 15 projects of 25 projects were approved at the Capital Budget meeting.

Commission inquiries: Ms. Waldron noted that the projects totaled \$19,790,000 and all the projects totaled \$52.5 Million to complete. Ms. Waldron would send the 5 YR Projection report to Staff for the Commission.

Mayor Jeff Caggiano, City of Bristol, 111 North Main Street, explained the Stafford School may potentially be closing, if Edgewood School remained open. Mayor Caggiano said the HVAC project at the police station was a pressing issue. The mayor indicated that the police station project would either be a new police station or a renovated station.

MOTION: Move to recommend to the Board of Finance adoption of the Capital Budget for Fiscal Year 2025-2026, as the proposed projects are consistent with the goals and policies of the 2015 Plan of Conservation and Development amended to April 1, 2018.

By: Pose

Seconded: Soares.

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

Against: None.

Abstain: None.

The CT General Statute 8-24 Referral, FY 2025-2026 - Capital Budget is recommended for approval.

6. New Business

- a. Application #324 – Bristol Crossing Subdivision – Request for extension of subdivision expiration date from June 25, 2025, to June 25, 2027, for: Phase 3 – Tevin's Way Lots 14 through 25 (12 lots); Sachem Capital Realty, LLC; owner/applicant.

Attorney Franklin Pilicy, 235 Main St., Watertown, representing the applicant, verified he requested in writing a 2-year extension for the Bristol Crossing Subdivision. Attorney Pilicy said the other phases are finished and the street has been accepted. The attorney indicated Phase 3 was not started but the applicant anticipated Phase 3 would be started with 12 Lots and one street.

Staff reviewed the extension that was allowed under the State Statutes.

Attorney Pilicy agreed with Staff's statement the lots with the ledge were not being developed by the applicant. The attorney said the applicant was looking for someone to develop the lots with the ledge.

Staff reported a building permit was applied for but there was a question about the road access.

Commission inquiries: The City Planner verified if the bond was renewed the applicant would lose their approval; the bond has been renewed.

MOTION: Move to approve an extension of two years from June 25, 2025, to June 25, 2027, of the subdivision approval originally granted on June 25, 2008. A bond in the amount of \$583,660 is currently being held to secure the final approval.

This extension is for Application #324 – Bristol Crossing Subdivision – Phase 3 – Tevin's Way Map 9
Lots 14 through 25 (12 lots) – Sachem Capital Realty, LLC; owner/applicant.

This extension is granted pursuant to the Connecticut General Statutes Section (C.G.S.) 8-26c (e), Public Act 21-34 and Section 2.09 (1) of the Bristol Subdivision Regulations which allows for extensions of subdivision approvals.

By: Soares

Seconded: Rasmussen-Tuller.

For: Soares, Pose, Rasmussen-Tuller, Small and Veits.
Against: None.
Abstain: None.

The application is approved.

7. Zoning Commission Referrals

Francisco Gomes, of FHI, consultant to the City for the Zoning Regulations Rewrite, mentioned this is the second phase of the Rewrite of the Zoning Regulations. Mr. Gomes gave an overview of the work and then gave a high-level review for each recommendation to the Zoning Regulations. The consultant indicated part of the process was special meetings and public surveys. The consultant mentioned the Rewrite process was near the end.

Mr. Gomes noted the Zoning Map was being updated with regulated areas, renamed districts and to revitalize the downtown area.

Staff noted the referrals this evening would be presented at the Zoning Commission special meeting on May 29, 2025.

Commission inquiries: The consultant reported the detailed results of the public survey comments with the Commission. Mr. Gomes said the survey results are on the City's Website.

Mr. Gomes explained the BD Zone was reduced to one zone versus two zones. The consultant noted the overlay zones were revised to a new base Zoning districts RM-5 zone and RT-5 zone. The consultant pointed out accessory dwelling units had to be located in a principal structure.

The consultant said the Zoning Commission just finished several proposed amendments to the housing and residential district zones, which included revising the RM and BT zones into base zoning districts. Mr. Gomes noted the Zoning Commission is now reviewing site design, sign Regulations, lighting plans and items on the exterior of the property.

Mr. Gomes next reviewed each of the application amendments that were now numbered and named.

- a. Application #AZR 25-01 – Referral of the Parking Amendment recommendations associated with the comprehensive rewrite of the Bristol Zoning Regulations. Initiated by: Bristol Zoning Commission.

Staff reviewed the recommendations for the parking Regulations that were a.) to reduce parking requirements in the BD zone. b) remove the parking reduction requirements. Staff said Section 8.4.7. had parking graphics that were added to the Regulations.

MOTION: Move to send a **positive referral** to the Zoning Commission for Application #AZR 25-01, the Parking Amendment recommendations.

The Planning Commission finds that the Zoning Commission 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: Rasmussen-Tuller

Seconded: Soares.

For: Soares, Pose, Rasmussen-Tuller, Small and Veits.
Against: None.
Abstain: None.

The Referral is recommended for approval for Application #AZR 25-01.

The consultant indicated for the Environmental Amendment recommendations he would update the Commission on the more complicated recommendations.

- b. Application #AZR 25-02 – Referral of the Environmental Amendment recommendations associated with the comprehensive rewrite of the Bristol Zoning Regulations. Initiated by: Bristol Zoning Commission.

Mr. Gomes reviewed the Environmental Amendment recommendations. The consultant said new references for the Aquifer Protection Area would be placed in the Zoning Regulations and Zoning Map. Mr. Gomes outlined the new Amendments for the protection of trees. The consultant detailed the new Riparian Corridor Protection Regulations for the Pequabuck River.

Staff read into the record the requirements for the surveyors and applicants to place APA information on survey maps.

Commission inquiries: Mr. Gomes noted the protection of tree Regulation would include the clearing of property to construct a street. The consultant clarified the tree replacement may be planted offsite.

Commissioner Pose requested the new tree Regulations be reviewed because of the increased costs for developers and homeowners. The member suggested the tree Regulations be placed in the Subdivision Regulations with parameters on trees to be cut. The Commission suggested the Land Use Office provide data for environmental organizations that would do the work for less.

Staff reported some of the concerns of clearing of trees reported in the Land Use Office.

MOTION: Move to send a **positive referral** to the Zoning Commission for Application #AZR 25-02, the Environmental Amendment recommendations.

The Planning Commission finds that the Zoning Commission 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: Rasmussen-Tuller

Seconded: Soares.

For: Soares, Rasmussen-Tuller, Small and Veits.

Against: Pose.

Abstain: None.

The Referral is recommended for approval for Application #AZR 25-02.

- f. Application #AZR 25-03 – Referral of the Commercial, Industrial and Mixed-Use District Zone Amendment recommendations associated with the comprehensive rewrite of the Bristol Zoning Regulations. Initiated by: Bristol Zoning Commission.

The consultant went over numerous Commercial, Industrial and Mixed-Use District Zone Amendment recommendations. Mr. Gomes made clear that the Commercial, Industrial and Mixed-Use District Zone Amendments would impact the Planning Commission and Zoning Commission agendas.

Mr. Gomes summarized the amendments would allow more uses in more zones. The consultant commented the Amendment would reduce the required Special Permits to Site Plans to be reviewed by the Planning Commission. Regarding the IP-25 zone, Mr. Gomes detailed the IP-25 zone would become the IP-5 zone as the base zone to make applications simpler. The consultant noted the BD zone would be extended to 135-150 Center St.

Commission inquiries: Mr. Gomes verified the Fire Chief would have to sign off on the battery energy storage systems.

MOTION: Move to send a **positive referral** to the Zoning Commission for Application #AZR 25-03, the Commercial, Industrial and Mixed-Use District Zone Amendment recommendations.

The Planning Commission finds that the Zoning Commission 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: Rasmussen-Tuller

Seconded: Soares.

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

Against: None.

Abstain: None.

The Referral is recommended for approval for Application #AZR 25-03.

- g. Application #AZR 25-04 – Referral of the Residential Zone Amendment recommendations associated with the comprehensive rewrite of the Bristol Zoning Regulations. Initiated by: Bristol Zoning Commission.

The consultant summarized the previous amendments that were reviewed this evening for the Residential Zone Amendment recommendations.

Commission inquiries: Mr. Gomes explained the options of where property owners may live on properties with accessory dwelling units.

MOTION: Move to send a **positive referral** to the Zoning Commission for Application #AZR 25-04, the Residential Zone Amendment recommendations.

The Planning Commission finds that the Zoning Commission 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: Rasmussen-Tuller

Seconded: Soares.

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

Against: None.

Abstain: None.

The Referral is recommended for approval for Application #AZR 25-04.

- h. Application #AZR 25-05 – Referral of the Unified Residential Development (URD) Regulations for the RM Zone recommendations associated with the comprehensive rewrite of the Bristol Zoning Regulations. Initiated by: Bristol Zoning Commission.

MOTION: Move to send a **positive referral** to the Zoning Commission for Application #AZR 25-05, the Unified Residential Development (URD) Regulations for the RM Zone recommendations.

The Planning Commission finds that the Zoning Commission 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: Rasmussen-Tuller

Seconded: Small.

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

Against: None.

Abstain: None.

The Referral is recommended for approval for Application #AZR 25-04.

- f. Application #AZR 25-06 – Referral of amendments to the Official Zoning Map of the City of Bristol entitled "Zoning Map of the City of Bristol, Connecticut", Effective Date: December 21, 1990, associated with the comprehensive rewrite of the Bristol Zoning Regulations. Initiated by: Bristol Zoning Commission.

MOTION: Move to send a **positive referral** to the Zoning Commission for Application #AZR 25-06, Referral of amendments to the Official Zoning Map of the City of Bristol.

The Planning Commission finds that the Zoning Commission 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: Rasmussen-Tuller

Seconded: Soares.

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

Against: None.

Abstain: None.

The Referral is recommended for approval for Application #AZR 25-06.

8. Staff Reports

a. Subdivision Status Report - May 2025

The City Planner reviewed the Subdivision Status report for May 2025 with the Commission.

9. Adjournment

Motion was made by Commissioner Soares to adjourn.

Motion seconded by Commissioner Rasmussen-Tuller

Motion carried 5-0.

The meeting adjourned at 7:54 P.M.

These minutes represent the proceedings of the meeting.

This meeting was recorded.

Respectfully submitted,

Nancy King

William Veits
Chairman
City Planning Commission