

**BRISTOL PLANNING COMMISSION
MINUTES
SPECIAL MEETING OF MONDAY JULY 18, 2022**

CALL TO ORDER:

By: Chairman Veits

Time: 5:02 P.M.

Place: Board of Education
129 Church Street, Auditorium**ROLL CALL:**

MEMBERS	NAME	PRESENT	ABSENT
REGULAR MEMBERS:	Chairman William Veits (Chairman)	X	
	John Soares (Vice Chairman)		X
	Jon Pose	X	
	Tracey Bacchus, Acting Secretary	X	
	Jeff Hayden	X	
ALTERNATE MEMBERS:	Christopher Nardi	X	
	Anthony Lorenzetti		X
	Kenneth Rasmussen-Tuller	X	
	Robert M. Flanagan, AICP, City Planner	X	
STAFF:	Nancy Levesque, P.E., City Engineer	X	
	Andrew Armstrong, Assistant City Planner	X	

Chairman Veits reminded the Commission that the next regular meeting of the Commission was Monday, August 22, 2022. He designated regular Commissioners Pose, Bacchus, Hayden and Veits as voting commissioners this evening. He also designated alternate Commissioner Rasmussen-Tuller as a voting commissioner this evening in place of regular Commissioner Soares with his absence this evening.

PLEDGE OF ALLEGIANCE:**PUBLIC PARTICIPATION:**

Michael J. Dudko, 116 Lewis Road, explained he would like to address Item #3, b., under City Council and Other Referrals, regarding Business Park Drive. The Commission agreed to allow Mr. Dudko to speak on Item #3.b.

ADMINISTRATIVE MATTERS:

1. Approval of Minutes: 05-23-22

MOTION: Move to approve the minutes of the May 23, 2022, regular meeting.

By: Bacchus

Seconded: Pose

For: Hayden, Bacchus, Pose, Rasmussen-Tuller and Veits.

Against: None.

Abstain: None.

RECEIPT OF NEW APPLICATIONS:

2. Application #432 – Site Plan for landscape contractors and building services at Lot 7-1 Terryville Road; Assessor's Map 67, Lot 7-1; I (General Industrial) zone; Regis Letourneau, applicant.

The Commission acknowledged receipt of the following item in their electronic packets: a report entitled "Drainage Report, Lot 7-1 Terryville Road, Bristol, CT 06010, dated June 20, 2022, Hyperlink for Plan, Prepared By: R.R. Hiltbrand Engineers & Surveyors, LLC."

Attorney James Ziogas, 104 Bellevue Ave., representing the applicant, explained this was a Site Plan that was a permitted use in an Industrial Zone. There is an Inland Wetlands application that would be heard on August 1, 2022, which they expect would be approved.

He requested the application be accepted and that it does not require a public hearing to be reviewed at their next meeting. Mr. Flanagan agreed with Attorney Ziogas that this application does not require a public hearing, but there have not been any site plan comments generated yet. This application will be reviewed at their August 22, 2022, regular meeting.

MOTION: Move to accept Application #432 and place it under "New Business."

By: Bacchus

Seconded: Pose.

For: Hayden, Bacchus, Pose, Rasmussen-Tuller and Veits.

Against: None.

Abstain: None.

The application is placed under New Business on the August 22, 2022, meeting agenda.

PUBLIC HEARINGS:

There were no public hearings.

ZONING COMMISSION REFERRALS:

There were no Zoning Commission referrals.

CITY COUNCIL AND OTHER REFERRALS:

3. Conn. General Statute 8-24 Review:
 - a. 111 North Main Street (City Hall) – Map 26 & Lot A-1
 - b. Business Park Drive – Map 3, Lots 8 & 9
 - c. Eugene Avenue – Map 17 Lot 153/58

111 North Main Street (City Hall) – Map 26 & Lot A-1

The Commission acknowledged receipt of the following items in their electronic packets: a letter dated June 20, 2022, from Therese Pac, Town and City Clerk, regarding the City Council's vote to referral for the Planning Commission to review and approve an easement in favor of Eversource, a CT General Statutes 8-24 – Municipal improvements Current as of: 2014 and a memorandum dated June 6, 2022, from Raymond A. Rogozinski, P.E., Director of Public Works to Mayor Jeffrey Caggiano and City Council, regarding City Hall Renovation, 111 North Main Street Eversource Electrical Easement.

Mr. Flanagan explained the request for City Hall was from the City Council for an easement needed for Eversource for a new transformer. His view was the easement was needed to upgrade the City Hall before the building would be renovated. The easement would allow Eversource has to place equipment on the City Hall property.

MOTION: Move to send a positive referral to the City Council for 111 North Main Street (City Hall) – Map 26 & Lot A-1 because the Planning Commission finds that the granting of an easement on the City Hall property to Eversource, as presented, would be consistent with the goals and policies of the 2015 Plan of Conservation and Development, amended to April 1, 2018.

By: Pose

Seconded: Bacchus

For: Hayden, Bacchus, Pose, Rasmussen-Tuller and Veits.

Against: None.

Abstain: None.

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

Business Park Drive – Map 3, Lots 8 & 9

The Commission acknowledged receipt of the following items in their electronic packets: a letter dated June 20, 2022, from Therese Pac, Town and City Clerk, regarding the City Council's vote to referral for the Planning Commission to allow Mayor Jeffrey Caggiano or Acting Mayor to execute a Purchase and Sale Agreement and also the sale of municipal owned property; a copy of the CT General Statutes 8-24 – Municipal improvements Current as of: 2014 and a memorandum dated June 6, 2022, from a memorandum dated June 6, 2022, from Justin Malley, Economic and Community Development (ECD), to Mayor Jeffrey Caggiano and City Council Members, regarding a Purchase and Sale Agreement for Lot #8, Southeast Bristol Business Park.

Mr. Flanagan explained the 8-24 referral was to amend the lot line on Lots 8 and 9.

Nancy Levesque, P.E., City Engineer, 111 North Main St., City Hall, explained the Economic Community Development Department wants to amend a lot line in the subdivision for marketability of the property. The DPW had the inland wetlands line re-delineated and the wetlands boundary. Lot 9 would retain the detention pond and Lot 8 would become larger.

The following person had comment: Michael J. Dudko, 116 Lewis Road. Mr. Dudko explained the City wants to take the north portion of Lot 9 and move the lot line. Seven years ago, he came to City meetings because he discovered that the existing swale had brought cadmium down to the polluted pond across the street for Business Park.

In the summer of 2015, he had a certified document that he brought to the Bristol Development Authority, and asked if the Inland Wetlands has ever been cleaned up. The documents from the DEEP had levels of cadmium that went all the way to the Superior Electric Pond, and cadmium remains in the pond. The Inland Wetlands Agency is aware of this matter.

He never found any documents if this was cleaned up properly. This area needs additional testing. There is contamination on the northern portion of this lot. He didn't think Desmarais, LLC, was informed. He recently went to the Economic and Community Development and City Council meetings and informed them, but the Mayor indicated Desmarais, LLC was informed.

The former Assistant City Engineer was informed, but he was unsure if the new City Engineer was informed. His view it was wrong not to have additional testing and inquired who would be responsible for the additional testing. This was not right and should have been resolved.

Mr. Flanagan explained he understood Mr. Dudko's concerns but the Commission's review this evening was limited to whether the City should sell this property or not.

Commissioner Pose commented a Phase I would have to be done by the buyer if they purchased it, particularly if they financed. He was the Fire Chief at that time and he recalled the property was remediated.

MOTION: Move to send a positive referral to the City Council for Business Park Drive – Map 3, Lots 8 & 9 because the Planning Commission finds that amending the lot line, as presented, would be consistent with the goals and policies of the 2015 Plan of Conservation and Development, amended to April 1, 2018.

By: Pose

Seconded: Bacchus.

For: Hayden, Bacchus, Pose, Rasmussen-Tuller and Veits.

Against: None.

Abstain: None.

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

Eugene Avenue – Map 17 Lot 153/58

a. Eugene Avenue – Map 17 Lot 153/58

The Commission acknowledged receipt of the following items in their electronic packets: a letter dated July 13, 2022, from Therese Pac, Town and City Clerk, to the Planning Commission, regarding the request for a report for the sale of the City owned property; a copy of the CT General Statutes 8-24 – Municipal improvements Current as of: 2014; a memorandum dated July 5, 2022, from Raymond A. Rogozinski, P.E., Director of Public Works, to the Mayor Jeffrey Caggiano and the Board of Public Works, regarding the Real Estate Committee Referral – Eugene Ave (Lot 17-153/58.)

Mr. Flanagan explained he received a communication this afternoon from Attorney Steeg to not act on this item this evening.

Ms. Levesque noted the Public Works Department requested a negative referral because they would like to retain the parcel for as a potential turn around at the end of Eugene Ave. The DPW would like to extend right of way to create a turn around.

MOTION: Move to table consideration of this item.

By: Bacchus

Seconded: Rasmussen-Tuller

For: Hayden, Bacchus, Pose, Rasmussen-Tuller and Veits.

Against: None.

Abstain: None.

The item was tabled.

4. Community Development Block Grant (CDBG)
a. Annual Action Plan Year 48 – 2022-2023

The Commission acknowledged receipt of the following items in their electronic packets: a memorandum dated June 2, 2022, from Dr. Dawn Leger, Grants Administrator, (ECD), regarding Community Development Block Grant (CDBG) Annual Action Plan Year 48 - 2022-2023 with a list of 2022-23 CDBG Allocation, Grand Total \$692,152.

Dr. Dawn Leger, Grants Administrator, Economic and Community Development, 111 North Main St., City of Bristol, reviewed the Annual Action Plan for the Year 48 – 2022-2023. The allocation is for the Community Development Block Grant. Her request was for the Commission to review the items listed and affirm that those items are in keeping with the City's Plan of Conservation and Development.

Most of the funds are for residential rehabilitation programs (\$300,000) along with Staff support with the total allocation of residential rehabilitation at \$420,000. This is their most substantial program for people to stay in their houses, safety and upgrade them. This also helps keep houses on the marketable and viable.

There are a lot of requests for lead abatement. One home last year was \$40,000 for abatement as well as additional renovation requests. The program assisted a resident and placed them in a hotel for 10 days during renovations. The public service grants are capped at 15%; this year that funding was reduced by 4.5%. The total CDBG allocation is \$692,152.

Commission inquiries: Dr. Ledger explained the sidewalk replacement was only in the opportunity zone in the downtown area that extends along Riverside Ave. but was in the lowest income areas of the City. She explained that the Department of Public Works identified sidewalks in need of the greatest repair. Dr. Ledger requested a letter for their files from this meeting.

MOTION: Move to accept the plan as presented this evening for the Community Development Block Grant (CDBG), Annual Action Plan Year 48 – 2022-2023, in accordance with the plan and information submitted.

By: Bacchus

Seconded: Pose.

For: Hayden, Bacchus, Pose, Rasmussen-Tuller and Veits.

Against: None.

Abstain: None.

The plan is accepted as presented.

OLD BUSINESS:

5. Application #324 – Bristol Crossing Subdivision – Street Acceptance Memo for Phase 2 – Corbin Ridge:
Assessor's Map 9, Lots 12, 13 & 26 through 42 (19 lots); Sachem Capital Realty, LLC; owner/applicant.

The Commission acknowledged receipt of the following items in their electronic packets: a memorandum dated January 12, 2022, from Nancy Levesque, P.E., City Engineer, to the Planning Commission and the Board of Public Works, regarding Street Acceptance – Portion of Corbin Ridge.

Mr. Flanagan explained he received communication this afternoon from the applicant. He also had a conversation with the City Engineer. This item should be acted on next month by the Commission and he requested to table the item to their next meeting.

MOTION: Move to continue discussion on Application #324 – Bristol Crossing Subdivision – Street Acceptance for Phase 2 – Corbin Ridge – until the next Regular Meeting of the Planning Commission on August 22, 2022.

By: Rasmussen-Tuller

Seconded: Bacchus.

For: Hayden, Bacchus, Pose, Rasmussen-Tuller and Veits.
Against: None.
Abstain: None.

The CT General Statute 8-24 Referral is tabled to the August 22, 2022, meeting.

NEW BUSINESS:

6. Application #424 – Subdivision – Request for final approval of Phase 1 for: 505-545 Redstone Hill Road (18 lots); Assessor's Map 2, Lots 133, 133-1, 133-2 & 133-3; R-15 (Single-Family Residential) zone; 505-545 Redstone Hill Road, LLC, applicant.

The Commission acknowledged receipt of the following items in their electronic packets: a letter dated July 5, 2022, from Attorney Andre Dorval to Chairman of the Planning Commission, regarding the request for final subdivision approval for Phase 1 of Application #424.

Attorney Andre Dorval, 117 Riverside Ave., representing the applicant, explained on August 25, 2021, the Commission granted conditional approval for an 18-lot subdivision for this property in phases. The purpose of the phasing plan was to allow the applicant to sell the existing houses that are part of the subdivision.

As part of the approval process, the applicant worked with the Engineering Department on the bonding for the sidewalks in Phase 1, which was posted previously. The request this evening was a request for final approval for Phase 1 (Lot 1 and Lot 18) of the subdivision, to allow the applicant to sell those two lots with existing structures.

Mr. Flanagan inquiries: Attorney Dorval explained the new sidewalk is in front of the existing houses.

MOTION: Move that the request by the applicant (505-545 Redstone Hill Road, LLC) for Application #424 – Blossom Estates Subdivision – bonding for sidewalks in Phase 1 in the amount of \$10,000 be accepted. Phase 1 is 2 lots with existing homes and are currently listed as 505 Redstone Hill Road and 545 Redstone Hill Road, now becomes a Final Approval with the acceptance of the sidewalk bond. Phase 2 will remain as a Conditional Approval for the remaining 16 undeveloped lots with an expiration date of August 25, 2023."

By: Bacchus

Seconded: Pose

For: Hayden, Bacchus, Pose, Rasmussen-Tuller and Veits.
Against: None.
Abstain: None.

The request is approved.

STAFF REPORTS:

7. Monthly Subdivision Status Report

The Commission acknowledged receipt of the following item in their electronic packets: the updated monthly Subdivision status report updated July 12, 2022.

Ms. Levesque explained the Commission just tabled the Bristol Crossing subdivision road acceptance. Ridgeview is working on the town of Burlington portion. Laurentide Glen, Phase I and II are being finished and Phase III is being worked on. The Perkins Meadow and Meadow View Farm had no building permits yet.

COMMUNICATIONS:

None

ADJOURNMENT:

Motion was made by Commissioner Rasmussen-Tuller to adjourn.
Motion seconded by Commissioner Pose.
Motion carried 5-0.

The meeting adjourned at 5:41 P.M.

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

Respectfully submitted,
Nancy King

Tracey Bacchus
Acting Secretary
City Planning Commission