CALL TO ORDER:

By: Acting Chairwoman Provenzano  
Time: 7:03 P.M.  
Place: City Hall

ROLL CALL:

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<th>MEMBERS</th>
<th>NAME:</th>
<th>PRESENT</th>
<th>ABSENT</th>
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<tr>
<td>REGULAR MEMBERS:</td>
<td>William Cunningham (Vice Chairman)</td>
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<td>Louise Provenzano (Acting Chairman and Secretary)</td>
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<td>Peter Del Mastro</td>
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<td>Michael Massarelli</td>
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<td>Richard Harlow</td>
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<td>ALTERNATE MEMBERS</td>
<td>Timothy Gamache (Alternate)</td>
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<td>Thomas Marra (Alternate)</td>
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<td>Marc Gagnon (Alternate)</td>
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<td>STAFF</td>
<td>Robert Flanagan, City Planner</td>
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Acting Chairwoman Provenzano designated Commissioner Massarelli as Acting Vice Chairman in place of Commissioner Cunningham this evening. She also designated Commissioner Del Mastro as Acting Secretary.

PLEDGE OF ALLEGIANCE

ADMINISTRATIVE MATTERS:

1. Approval of Minutes – July 10, 2019

Acting Chairwoman Provenzano designated regular Commissioners Del Mastro, Harlow and Provenzano. She also designated alternate Commissioners Gamache and Marra to sit in place of Commissioner Massarelli with his absence at the June 10, 2019 meeting and with Commissioner Cunningham’s absence this evening.

MOTION: Move to approve the minutes of the July 10, 2019, regular meeting.

By: Harlow
Seconded: Gamache.

For: Marra, Provenzano, Gamache, Del Mastro and Harlow.
Against: None.
Abstained: None.

RECEIPT OF NEW APPLICATIONS:

1. Application #2325 – Change of Zone from R-10 (Single-Family Residential) zone to I (General Industrial) zone for the rear of Lot 60 Washington Street; Assessor’s Map 42, Lot 60; Booth Enterprises, LLC, applicant.

Acting Chairwoman Provenzano designated regular Commissioners Harlow, Del Mastro, Massarelli and Provenzano to sit on Application #2325. She also designated alternate Commissioner Gamache to sit in place of Commissioner Cunningham with his absence this evening.

MOTION: Move to schedule Applications #2325 for a public hearing for the September 11, 2019, regular meeting of the Commission.

By: Massarelli
Seconded: Del Mastro.
The application is scheduled for public hearing.

**PUBLIC HEARINGS:**

2. Application #2323 – Special Permit for earth removal at 165 Warner Street; Assessor’s Map 55, Lot 49; R-25/OSD (Single-Family Residential/Open Space Development Overlay) zone; Bruce Porrini, applicant.

Acting Chairwoman Provenzano designated regular Commissioners Harlow, Del Mastro, Provenzano and Massarelli to sit on Application #2323. She also designated alternate Commissioner Marra to sit in place of Commissioner Cunningham with his absence this evening.

Bruce Porrini, 135 Perkins Street, explained he would retain the same property plan, grading plan and special permit plan that the previous applicant had been approved for the property. Mr. Porrini explained he purchased the property from Mr. Sutula, the previous applicant. After inquiry by Mr. Flanagan and the Commission, respectively, Mr. Porrini explained there has been no work done to the property and a single family house would be constructed once the earth removal process has been completed.

No one else spoke in favor of the application.

No one spoke against the application.

Mr. Flanagan explained this was the last lot to be developed in the subdivision that was approved for Mr. Sutula. The property received an Inland Wetlands Commission approval. The plan submitted was the same plan Mr. Sutula had approved for with previous applications.

The hearing is closed.

By: Del Mastro

Seconded: Massarelli.

For: Marra, Harlow, Del Mastro, Provenzano and Massarelli.

Against: None.

Abstained: None.

The Commission commented there were no changes to the plan and no concerns.

**MOTION:** Move that Application #2323 – Special Permit for earth removal at 165 Warner Street; Assessor’s Map 55, Lot 49; R-25/OSD (Single-Family Residential/Open Space Development Overlay) zone; Bruce Porrini, applicant, be approved with the following stipulations:

The change of zone, as presented, would be consistent with the goals and policies of the 2015 Plan of Conservation and Development, amended to April 1, 2018, and specifically:

1. The operation shall be conducted in accordance with the drawing entitled “Zoning Location Survey, Plot Plan for House, Assessors Lot 49, Prepared for Daniel Sutula, Warner Street, Bristol, Conn.”, prepared by Robert Green Associates LLC and dated April 8, 2015, as revised herein below. A grading agreement with the adjoining property owner must be recorded on the City land records prior to the Permit being issued.

2. Prior to the commencement of any earth removal activities:

   a. The applicant shall post a $4,000 performance bond with the City, and

   b. The drawing referenced in Stipulation #1 above shall be revised to provide a tracking pad and erosion control measures proposed as part of Inland Wetlands Permit #1784 and to indicate the roadside barrier to the west side of the culvert located on the east side of the lot, all to the satisfaction of the city’s Engineering staff.

3. The Special Permit shall be good for a period of two years from the date of issuance.
4. The hours of operation shall be Monday through Friday between 7:30 A.M. and 3:30 P.M.; there shall be no operation on Saturdays, Sundays or holidays.

5. Measures to control dust from the operation shall be applied as needed.

6. The maximum allowable slope of 3-to-1 shall be modified in accordance with Section IX.B.5.c. of the Zoning Regulations and a maximum allowable slope of 2-to-1 permitted in its place, as shown on the applicant’s plot plan.

7. The required 100-foot undisturbed buffer shall be reduced as shown on the applicant’s plot plan and in accordance with Section IX.B.5.b.(3) of the Zoning Regulations, in order to match the proposed contours of the lot to the existing contours of the adjoining properties.

By: Del Mastro Seconded: Massarelli.

For: Marra, Harlow, Del Mastro, Provenzano and Massarelli.
Against: None.
Abstained: None.

The application is approved.

3. Application #2324 – Proposed amendments to the Zoning Regulations: (1) to define “unified downtown development projects” (Section II.B.); (2) to revise the characteristics of parcels and the minimum/maximum lot size (Section VI.C.10. & 10a.) for Unified Downtown Development Projects (UDDP) in the BD-1 (Downtown Business) zone; (3) to revise the criteria for one-story buildings (Section VI.C.11.b.2. & 3.) and to add requirements for parking on two or more lots (Section VI.C.11.b.5.) to the Allowable Modifications in a Unified Downtown Development Project (UDDP) in the BD-1 (Downtown Business) zone; Bristol Development Authority, applicant.

The Commission acknowledged receipt of the following items in their electronic packets: a letter dated July 3, 2019, from Justin Malley, Executive Director, Bristol Development Authority, regarding the request; a copy of the draft proposed amendments, entitled “Proposed Amendments to the Bristol Zoning Regulations, Applicant; Bristol Development Authority, dated July 3, 2019”; a referral letter dated July 3, 2019, from the Bristol Zoning Commission to Therese Pac, Town and City Clerk; a referral letter dated July 3, 2019, from the Bristol Zoning Commission to the Bristol Planning Commission and a referral letter dated August 5, 2019, from the Bristol Planning Commission to the Bristol Zoning Commission.

Acting Chairwoman Provenzano designated regular Commissioners Harlow, Del Mastro, Massarelli and Provenzano to sit on Application #2324. She also designated alternate Commissioner Gamache to sit in place of Commissioner Cunningham with his absence this evening.

Justin Malley, Executive Director of Bristol Development Authority (BDA), City of Bristol, 111 North Main Street, on behalf of the applicant, explained a few years ago the City wanted to develop the Depot Square property as one large development, which made sense at the time, but now the Bristol Development Authority has been charged with developing the property into smaller lots and the existing Regulations language did not provide much flexibility.

Dr. Donald Poland, Goman and York, 1138 Main Street, East Hartford, on behalf of the applicant, explained he worked with Mr. Flanagan on the proposed amendment to allow the development to proceed as individual lots and to maintain the intent and integrity of a unified development. He reviewed each amendment to the Regulations.

After inquiries by the Commission, Dr. Poland explained shared parking would require an agreement of property owners. The City owns the property now and they were working to create covenants on the deeds. Mr. Flanagan explained this concern would be reviewed during a site plan application. Mr. Flanagan explained the Regulation would apply to all properties in the BD-1 zone.

No one else spoke in favor of the application.
No one spoke against the application.

After inquiries by the Commission, Mr. Malley further discussed shared parking.
The Commission generally agreed they do not want a large parking lot to the front of the buildings for their downtown area, but to improve the landscaping to the front of the buildings for the downtown. Also, shared parking would reduce the parking requirements for properties and create pedestrian traffic. They were uncomfortable approving the language with the specific streets. They recommended Staff review the Regulations for the entire zone and not just the Centre Square property.

Mr. Flanagan noted an applicant may apply for a special permit for reduced parking, which he encourages of developers to do. He was uncomfortable making changes to the Regulations this evening and would ask the applicant to provide revised language next month. Dr. Poland mentioned the Commission was justified to review the Regulations for the entire area/zone. Also, Bristol Hospital would be the new standard for this parcel with the build to lines. The Commission recommended to him that the one story buildings would likely work with the half acre lots.

The hearing is continued to the September 11, 2019 regular meeting of the Commission.

By: Gamache Seconded: Harlow.

For: Gamache, Harlow, Del Mastro, Provenzano and Massarelli.

Against: None.

Abstained: None.

NEW BUSINESS
5. Discussion on potential revisions to an Approved Site Plan (Application #2225) for an approximately 7,200 sq. ft. solar aquaponics greenhouse, at 3 North St.; Assessor’s Map 22, Lot 33; BD-2 (Downtown Business) zone; Bristol Enterprises, LLC, owner; Charles Nyberg, agent.

The Commission acknowledged receipt of the following items in their electronic packets: a site plan and architectural drawings (8 pages) entitled “Solar Aquaponics Greenhouse, Bristol, Connecticut, prepared by Chris Allen, Architect, undated.”

Acting Chairwoman Provenzano designated regular Commissioners Harlow, Del Mastro, Massarelli and Provenzano to sit on Application #2324. She also designated alternate Commissioner Marra to sit in place of Commissioner Cunningham with his absence this evening.

Charles Nyberg of Schadler Selnau Associates, 5 Waterville Road, Farmington, on behalf of the applicant/property owner, explained at their July meeting they requested consideration of an accessory structure, but the Commission requested more details. He reviewed specifications of the structure and usage. They are requesting the Commissions agreement to construct an additional principal building with a high technology business without manufacturing for the proposed Site Plan.

After inquiries by the Commission, Robert Capaletti, 3 North Street, explained 100% of the solar power would be provided for the greenhouse and for the residents during the solar season. There was a code generation plant to produce electricity and hot water for the residents.

After inquiries by the Commission, Mr. Flanagan explained a Site Plan does not require a public hearing, but was determined by the Commission that one would be needed. If a Site Plan is required, it would only be for the additional principal use on the property to determine if the two uses on the property worked together. This evening was a request for a determination if this was a high technology use.

The Commissioners’ opinion was this would be considered a high technology facility without manufacturing because it is a controlled eco-system. Mr. Flanagan reviewed the high technology definition and there were some components of this use. He explained Staff would process their application and proceed accordingly, but the applicant needs to provide more data. A general agreement by the Commission was sufficient. The Commission agreed the applicant should file an application.

Chairwoman Provenzano declared a recess at 9:00 P.M.; the meeting resumed at 9:08 P.M.

CITY PLANNERS REPORT
6. Assisted Living Facilities – proposed regulations amendment

Mr. Flanagan explained Justin Malley, Executive Director, Bristol Development Authority, requested the Commission review a potential Zoning Regulation amendment for assisted living facilities, which is not in the Regulations. They have had discussions with a developer looking to build a facility in Bristol.
Justin Malley, Executive Director, Bristol Development Authority, City of Bristol, 111 North Main Street, explained there was a potential project they have been working on with a developer, but assisted living facilities were not defined in the downtown zone Regulations.

Commissioner Massarelli preferred there be no ovens in the facility units.

7. Preliminary discussion on Murals

Mr. Flanagan reviewed the discussion continued from the July meeting. He recommended to delete the prohibition on murals in the Regulations and add a definition for murals. He reviewed the draft proposed amendments. Mr. Flanagan explained he would email the draft proposed language to the Commission and if they are comfortable with it, he would place it on their September agenda.

CITY PLANNERS REPORT

8. New Zoning Enforcement Officer

Edward Spyros, the new Zoning Enforcement Officer, City of Bristol, introduced himself.

CORRESPONDENCE

There was no correspondence.

ADJOURNMENT

Acting Chairwoman Provenzano designated regular Commissioners Harlow, Del Mastro, Massarelli and Provenzano to sit on the adjournment. She also designated alternate Commissioner Gamache to sit in place of Commissioner Cunningham with his absence this evening.

MOTION: Move to adjourn at 9:40 P.M.

By: Gamache  Seconded: Massarelli.

For: Gamache, Harlow, Del Mastro, Provenzano and Massarelli.
Against: None.
Abstained: None.

This meeting was taped.

Respectfully submitted,

Nancy King
Recording Secretary

William J. Cunningham, P.E. Acting Chair/Vice Chairman  Louise Provenzano, Secretary