

**BRISTOL ZONING COMMISSION
MINUTES
REGULAR MEETING OF WEDNESDAY MARCH 11, 2020**

CALL TO ORDER:

By: Acting Chair Provenzano

Time: 7:00 P.M.

Place: City Hall

ROLL CALL:

MEMBERS	NAME:	PRESENT	ABSENT
REGULAR MEMBERS:	Louise Provenzano – Chair	X	
	Michael Massarelli – Vice Chair	X	
	David White – Secretary	X	
	Richard Harlow	X	
ALTERNATE MEMBERS	Thomas Marra (Alternate)	X	
	Marc Gagnon (Alternate)	X	
	Susan Tyler (Alternate)	X	
STAFF	Robert Flanagan, AICP, City Planner	X	
	Edward Spyros, Zoning Enforcement Officer	X	

PLEDGE OF ALLEGIANCE

ADMINISTRATIVE MATTERS

Item #2, Administrative Matters, was taken out of order.

2. Zoning Enforcement Officer's Report

The Commission acknowledged receipt of the following item in their electronic packets: a copy of the Zoning Enforcement Officer's report, dated March 2, 2020. Mr. Spyros reviewed his monthly report for the month of February, dated March 2, 2020.

1. Approval of Minutes – January 13, 2020 Special Meeting

Acting Chair Provenzano designated regular Commissioners Massarelli, Harlow and Provenzano to vote on the January 13, 2020 regular meeting minutes. She also designated alternate Commissioners Gagnon and Marra to vote on the minutes.

MOTION: Move to approve the minutes of the January 13, 2020, regular meeting.

By: Harlow

Seconded: Massarelli.

For: Gagnon, Marra, Massarelli, Harlow and Provenzano.

Against: None.

Abstained: None.

Acting Chair Provenzano welcomed alternate Commissioner Susan Tyler to the Commission.

RECEIPT OF NEW APPLICATIONS:

- Application #2359 – Special Permit for an accessory dwelling unit at 184 Diane Lane; Assessor's Map 2, Lot 131-17; R-15 (Single-Family Residential) zone; Shelly Kloss, applicant.

MOTION: Move to schedule Application #2359 for a public hearing for the April 8, 2020, regular meeting of the Commission.

By: Massarelli

Seconded: White.

For: Gagnon, White, Massarelli, Harlow and Provenzano.

Chair Provenzano designated regular Commissioners White, Massarelli, Harlow and Provenzano to vote on Applications #2364, #2365 and #2366. She also designated alternate Commissioner Gagnon to vote on Applications #2364, #2365 and #2366.

Attorney Mark Ziogas, 106 North Street, on behalf of the applicant, was in attendance for the scheduling of the public hearings.

MOTION: Move to schedule Applications #2364, Application #2365 and Application #2366 for a public hearing for the May 13, 2020, regular meeting of the Commission.

By: Massarelli Seconded: Harlow.

For: Gagnon, White, Massarelli, Harlow and Provenzano.
Against: None.
Abstained: None.

The Applications #2364, #2365 and #2366 were scheduled for public hearings.

- 9. Application #2367 – Revision to an Approved Site Plan for 1) fast-food restaurant with drive-up window; 2) drive-up automated teller machine (ATM); 3) small car parking; 4) addition of loading dock and fit-out for new tenants at 597 Farmington Avenue; Assessor’s Map 53, Lots 128B & 128F-1; BG (General Business) zone; Federal Realty Investment Trust, applicant.

Attorney Mark Ziogas, 106 North Street, on behalf of the applicant, was in attendance for the scheduling of the public hearings.

MOTION: Move to schedule Application #2367 for a public hearing for the May 13, 2020, regular meeting of the Commission.

By: Massarelli Seconded: White.

For: Gagnon, White, Massarelli, Harlow and Provenzano.
Against: None.
Abstained: None.

The application is scheduled for public hearing.

PUBLIC HEARINGS:

- 10. Application #2355 – Proposed amendments to the Zoning Regulations to modify the definition of shopping centers by decreasing the 25,000 sq. ft. of gross building floor area to: (Option #1): 20,000 sq. ft. of gross building floor area; (Option #2): 15,000 sq. ft. of gross building floor area; (Option #3): 10,000 sq. ft. of gross building floor area; (Section II.B.); Attorney Mark Ziogas, applicant.

Chair Provenzano designated regular Commissioners White, Massarelli, Harlow and Provenzano to vote on Application #2355. She also designated alternate Commissioner Marra to vote on Application #2355 and also on all the remaining applications this evening.

The Commission acknowledged receipt of the following items in their electronic packets: a letter January 21, 2020, from Attorney Mark Ziogas, regarding the request; a copy of the CT General State Statutes, Section 8-3a.; a referral memo dated February 4, 2020, from the Zoning Commission to the Planning Commission; a referral response letter dated March 2, 2020, from the Planning Commission to the Zoning Commission, regarding a positive referral; a referral memo dated February 4, 2020, from the Zoning Commission to the Bristol City Clerk; a copy of the CT General State Statutes, Section 8-3b.; a referral form dated February 4, 2020, from the Zoning Commission to the CRCOG; a referral memo dated February 4, 2020, from the Zoning Commission to the CRCOG; a referral response letter from the CRGOG to the Zoning Commission, regarding no conflicts; a referral memo from the NHCOC to the Zoning Commission; a referral response letter from the CHCOG to the Zoning Commission, regarding no conflicts; a referral memo dated February 4, 2020, from the Zoning Commission to the NVCOG; a referral response e-mail dated February 4, 2020, from Lauren Rizzo of NVCOG, regarding receipt of the referral memo and a referral response memo dated February 6, 2020, from NVCOG, regarding no conflicts.

Mr. Flanagan explained they were contacted by all Regional Planning Agencies and the Bristol City Clerk, which had no conflicts.

Chair Provenzano designated regular Commissioners White, Massarelli, Harlow and Provenzano to vote on Application #2357. She also designated alternate Commissioner Marra to vote on Application #2357.

The Commission acknowledged receipt of the following items in their electronic packets: an Exhibit A, regarding an additional notice list; a referral memo dated February 5, 2020, from the Zoning Commission to the Planning Commission; a copy of the Zoning Regulations, Section VII.B.3.e. and Section VII.B.3.x.; a referral letter, dated March 2, 2020, from the Planning Commission to the Zoning Commission, regarding a positive recommendation; the first set of Site Plan Committee Review Comments (App. #2358), dated February 27, 2020 and the first set of Site Plan Committee Review Comments (App. #2358), dated February 27, 2020.

The following persons on behalf of the applicant reviewed the applications: Attorney Timothy Furey, 43 Bellevue Avenue, the applicant's attorney; Kevin Hixon, P.E., B.L. Companies, 355 Research Parkway, Meriden, the applicants engineer and Peter Amara, AIA, Amara Associates, 199 Park Road Extension, Middlebury, the applicant's architect.

Attorney Furey reviewed the following. The existing Double Tree Hotel was on Lots 1 through 4; also Lots 5, 6 and 7 were purchased last year by the applicant. The total property is 12.721 acres (stream to the west.) There is an existing helipad near the property not fully utilized. He reviewed the facilities, residential areas and the Pinebrook Apartment complex near the property.

Regarding the Planning Commission, the applications were referred and recommended approval. Regarding the Zoning Board of Appeals Variance, the 50 ft. tall building plans received approval. The Regulations were 40 ft. tall (IP-1 zone.) BDA Regulations are 60 ft. tall maximum. He suggested the Commissions revise the Regulations.

The applicant received approval for an Inland Wetlands Boundary Change and an Inland Wetlands approval for the parking area and the storm drainage system. The only activities within the inland wetlands were a landscaping plan with a three-year maintenance plan. In addition to an evasive species plantings removal plan.

Regarding the Office of State Traffic Commission (OSTA), they can request these approvals after Zoning Commission approvals.

Regarding the existing hotel, is 133,000 sq. ft. with 141 rooms. The quality ranking is from 10 to 15 out of 400 in the U.S. There are 120 full time employees at 80% full time. This is a higher end product.

Regarding the proposed facility, there are two facilities a suites hotel (4 floors/81 rooms) and a conference center. Regarding the hotel, the first floor would be a breakfast area, business and meeting rooms. There are 16,721 sq. ft. each floor for a total of 67,000 sq. ft. The hotel was for extended stays for business travelers, frequent travelers and for families. They met with ESPN and Lake Compounce Staff for recommendations. Regarding the conference center, it will be on the west side of the property with 32,000 sq. ft. on the first floor; 8,800 sq. ft of mezzanine.

At this time Commissioner Massarelli read into the record the opening of the Special Permit. Chair Provenzano explained that Applications #2357 and #2358 would be heard concurrently and voted on separately.

12. Application #2358 – Site Plan for hotel and conference center at 42, 90, 112 & 150 Century Dr.; Assessor's Map 4, Lots 1, 5, 6 & 7; IP-1 (Industrial Park) zone; Bristol Hotel, LLC & Bristol Hotel 2, LLC, applicants.

Chair Provenzano designated regular Commissioners White, Massarelli, Harlow and Provenzano to vote on Application #2358. She also designated alternate Commissioner Marra to vote on Application #2358.

The applicant's goals are to attract events going out of town; events not attracted to Bristol; events that have outgrown Bristol; tradeshow; weddings and national events.

Regarding comments, he and his team met with the City Engineer and the City Planner and most comments were resolved. If approved, the approval would be subject to addressing the remaining comments. He reviewed the construction sequence with the City Planner for 92 demolished and reconstructed parking spaces and then the hotel. He reviewed the various applications required for utilities, Building Department and a screening wall. They provided 12 handicapped parking spaces (8 required.) There was no dedicated employee parking to keep parking available. The total parking is 431 parking spaces. They do not want excess signage and it would be put on the ground, but if there are concerns it would be revised.

Regarding the traffic study, a full traffic study was done with the school schedule and there was no concerns with the signalized traffic lights. But, it was suggested appropriate stop bars onto Century Drive to exit the site appropriately. The City Engineer was comfortable with him reviewing the traffic study because CT OSTA had to review the plan.

After inquiries by Mr. Flanagan and the Commission, respectively, Mr. Hixon explained the height of the screening wall starts to the northwest and the corner goes up 25 ft. at the highest point with an ornamental feature on top for safety. There is a natural buffer for the properties to the north. He reviewed the lighting plan and safety with an additional crosshatching for pedestrians and vehicles. He reviewed the lighting plan LED fixtures, with and without shielding, for nighttime safety. Attorney Furey reviewed the lighting plan for the sidewalk on Century Drive that required more lighting.

Mr. Hixson explained the plan design for sanitary sewers, water services and natural gas services. The storm drainage would handle the 2, 5, 10, 25, 50- and 100-year flood storms that was discussed with the City Engineer and Inland Wetlands Commission. The underground detention system was increased and in compliance. A geotechnical study was done for the underground parking. There are 99 underground parking spaces; 288 parking spaces and 35 future parking spaces. He reviewed the low impact development techniques (LID), for the three-rain gardens. The dumpsters were located away from the buildings.

Mr. Flanagan agreed with the lighting plan to provide opportunity for a safer environment for the customers. The future parking spaces are designed so they do not have to make additional requests, but the applicant would notify the City when constructed.

After inquiries by the Commission, respectively, Mr. Flanagan explained they wanted to direct people to the front entrance of the convention center and provide a walkway for all persons. Attorney Furey noted the patio area was blocked off from the parking lot.

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

After inquiries by Mr. Flanagan, respectively, Mr. Hixson explained there were 81 rooms; 16,721 sq. ft. per floor; meeting room 3,468 sq. ft. and convention center 400 seating capacity. The conference center may be divided into two rooms for a 200-seating capacity. Attorney Furey explained there are 2 large conference rooms; reception area and a preparation room.

Mr. Amara explained the floor plan of the conference center; the connector; site topography; main entrance; mezzanine; meeting rooms; kitchen; mechanical areas; various offices and the elevator. The guest rooms were 27 rooms per floor. The Double Tree hotel would remain as is with the proposed plans. The new hotel and conference center would have similar complementary building materials. The parapets would be 56.4 ft. high to hide the building mechanicals that was under the BDA requirements. They received approval from the Zoning Board of appeals for a height Variance. The meeting rooms were multi-functional.

Mr. Flanagan explained that Staff would review the plans with the team again, if approved. The charts on the plans were very helpful and he was going to use this for an example for other applicants to follow this process in the future.

Regarding existing hotel storm water, Attorney Furey noted this was going into the City system unchecked, but the new plans were designed for the entire site for the 100-year storm to a treatment chamber, which he would review with Mr. Flanagan.

Mr. Flanagan explained he met with the applicant's representative today and the City Engineer was confident the applicant was able to construct the plans with the comments. Staff would continue to work with the applicant.

The public hearing #2357 is closed.

By: Massarelli

Seconded: Harlow.

For: Marra, White, Massarelli, Harlow and Provenzano.

Against: None.

Abstained: None.

The Commission commented this was a large project. This plan would be so good for the City and the Lake Compounce facility. If the Staff had no concerns, they were satisfied with the plans.

MOTION: Move that #Application #2357 – Special Permit for hotel and conference center at 42, 90, 112 & 150 Century Dr.; Assessor's, Map 4, Lots 1, 5, 6 & 7; IP-1 (Industrial Park) zone; Bristol Hotel, LLC & Bristol Hotel 2, LLC, applicants be approved.

By: Massarelli

Seconded: Marra.

For: Marra, White, Massarelli, Harlow and Provenzano.

Chair Provenzano explained there would potentially be a scheduled meeting in May for Commission training. More information to follow.

ADJOURNMENT

Chair Provenzano designated regular Commissioners White, Massarelli, Harlow and Provenzano to vote on the adjournment. She also designated alternate Commission Marra to vote on the adjournment.

MOTION: Move to adjourn at 9:30 P.M.

By: Massarelli

Seconded: Harlow.

For: Marra, White, Massarelli, Harlow and Provenzano.

Against: None.

Abstained: None.

This meeting was taped.

Respectfully submitted,

Nancy King
Recording Secretary

Louise Provenzano, Chair

David White, Secretary