



STATE OF CONNECTICUT – COUNTY OF TOLLAND
INCORPORATED 1786

TOWN OF ELLINGTON

55 MAIN STREET – PO BOX 187
ELLINGTON, CONNECTICUT 06029-0187
www.ellington-ct.gov

TEL. (860) 870-3120 TOWN PLANNER'S OFFICE FX (860) 870-3122

PLANNING AND ZONING COMMISSION REGULAR MEETING AGENDA MONDAY, NOVEMBER 23, 2020, 7:00 PM

TOWN HALL MEETING ROOM, 55 MAIN ST, ELLINGTON, CT
IN-PERSON PUBLIC ATTENDANCE LIMITED DUE TO COVID19 RESTRICTIONS
ZOOM ATTENDANCE INSTRUCTIONS PROVIDED

I. CALL TO ORDER:

II. PUBLIC COMMENTS (On non-agenda items):

III. PUBLIC HEARING(S):

1. Z202016 - Doug Miller, owner/ Anna Pinette, applicant, Request for Special Permit for a restaurant and associated signage at 292 Sandy Beach Road, APN 128-032-0000, in the Commercial (C) and Rural Agricultural Residential (RAR) Zones. (*Hearing may commence.*)
2. Z202017 - Referral from the Economic Development Commission proposing to amend Section 7.14 of the Ellington Zoning Regulations to add a new regulation for Farm Brewery, Cidery, Distillery and Winery. (*Hearing may commence.*)

IV. OLD BUSINESS:

1. S201802 – Letter from Nutmeg Construction, submitted September 30, 2020, request for acceptance of public infrastructure for Crestwood V, extension of Ellsworth Lane and Brooks Crossing.
2. S200502 – Letter from Opportunity Real Estate Equities, LLC, dated October 17, 2020, request for acceptance of public infrastructure for Crystal View Estates Subdivision, Grassy Hill Road. (*Request to withdraw is present.*)
3. Review and discuss memo from Lisa Houlihan, Town Planner, dated October 20, 2020 regarding draft Access Management Regulations. (*Continued from 10/26/2020 PZC meeting.*)

V. NEW BUSINESS: None

VI. ADMINISTRATIVE BUSINESS:

1. Approval of October 26, 2020 Regular Meeting Minutes.
2. Approval of PZC 2021 meeting schedule.
3. Correspondence/Discussion:
 - a. Discuss rescheduling December 28, 2020 meeting date to December 21, 2020.
 - b. Notice of Small Town Economic Assistance Program (STEAP) award.

VII. ADJOURNMENT:

Next PZC Regular Meeting is scheduled for December 28, 2020

Join Meeting via ZOOM Video Communications: Due to COVID-19 limited in-person meetings and social distancing requirements, public attendance to this meeting will be conducted using the digital service Zoom. Meeting details provided on the Agenda and posted on the Ellington webpage (www.ellington-ct.gov), Agenda & Minutes, Planning & Zoning Commission.

Join Zoom Meeting via link:
<https://zoom.us/j/94726411155>
Meeting ID: 947 2641 1155
Password: 736458

Join Zoom Meeting by phone:
1-646-558-8656 US (New York)
Meeting ID: 947 2641 1155
Password: 736458

Town of Ellington Planning & Zoning Commission Application

| | |
|---|---|
| Type of Application: <input type="checkbox"/> Zone Change <input type="checkbox"/> Amendment to Regulation <input type="checkbox"/> Site Plan Approval <input checked="" type="checkbox"/> Special Permit <input type="checkbox"/> Modification <input type="checkbox"/> CGS 8-24 | Application # <u>7262016</u> Date Received <u>10/22/2020</u> |
|---|---|

Notices associated with this application will be sent to the applicant, if different than the owner, unless otherwise requested.

Owner's Information

Name: DOUG MILLER
 Mailing Address: 291 SANDY BEACH RD.
ELLINGTON, CT. 06029
 Email: _____

WHEN NOT REQUIRED BY LAW TO MAIL NOTICE BY USPS, MAY NOTICES BE EMAILED TO YOU? Yes No

Primary Contact Phone #: (860) 871-6137
 Secondary Contact Phone #: (860) 395-0913

Signature: *Doug Miller* Date: 10/22/20

By signing below I certify that all information submitted with this application is true and accurate to the best of my knowledge, that I am aware of and understand the application requirements and regulations, and acknowledge that the application is to be considered complete only when all information and documents required by the Commission have been submitted. Moreover, by signing above I/we expressly provide written consent to the filing of the application and access to the site by the Commission or its staff.

Notices associated with this application will be sent to the applicant, if different than the owner, unless otherwise requested.

Applicant's Information (if different than owner)

Name: ANNA PINETTE
 Mailing Address: 272 PETER GREEN
TOLLAND, CT. 06084
 Email: BACKROADSBBQ@gmail.com

WHEN NOT REQUIRED BY LAW TO MAIL NOTICE BY USPS, MAY NOTICES BE EMAILED TO YOU? Yes No

Primary Contact Phone #: (860) 977-5123
 Secondary Contact Phone #: (860) 539-8893

Signature: *Anna Pinette* Date: 10/22/20

By signing below I certify that all information submitted with this application is true and accurate to the best of my knowledge, that I am aware of and understand the application requirements and regulations, and acknowledge that the application is to be considered complete only when all information and documents required by the Commission have been submitted.

Street Address: 292 SANDY BEACH RD ELLINGTON, CT.

Assessor's Parcel Number (APN): 128 - 032 - 0000 Existing Zone: Commercial Proposed Zone: N/A
(If unaware of APN, please ask staff for assistance) (If none, insert "N/A")

Public Water: Yes No Public Sewer: Yes No If not served by public water and sewer, applicant/owner shall make application to North Central District Health Department (Enfield Office).

Is parcel within 500' to any municipal boundary? Yes No

Are there any wetlands/watercourses within 100' of construction activity or within 250' of wetlands/watercourses when located in the Shenipsit Lake Drainage Basin? Yes No If yes, pursuant to state law application must be made to the Inland Wetlands Agency prior to or simultaneously with application to the Planning and Zoning Commission.

Is the project in a public water supply watershed area? Yes No If yes, applicant shall notify Connecticut Water Company and Commissioner of Public Health about the proposed project by certified mail return receipt within 7 days of application (§8-3i(b)). Copy of application, plans, and supporting documents must accompany notice. Proof of notice and copies of return receipts must be provided to the Planning Department.

Description of Request (If more space is needed, please attach additional sheets)

OPENING A BBQ RESTAURANT. REQUEST FOR 20 SEATS, 2 EMPLOYEES
HOURS OF OPERATION - W-S 6AM-6PM, SUNDAY - 7:AM-2PM
WILL BE SERVING BREAK, LUNCH AND DINNER WEDNESDAY-SATURDAY AND
BREAKFAST AND LUNCH ON SUNDAY. BOTH SMOKERS WILL BE BEHIND
THE BUILDING FOR COOKING. AND PARKING FOR 9 VEHICLES

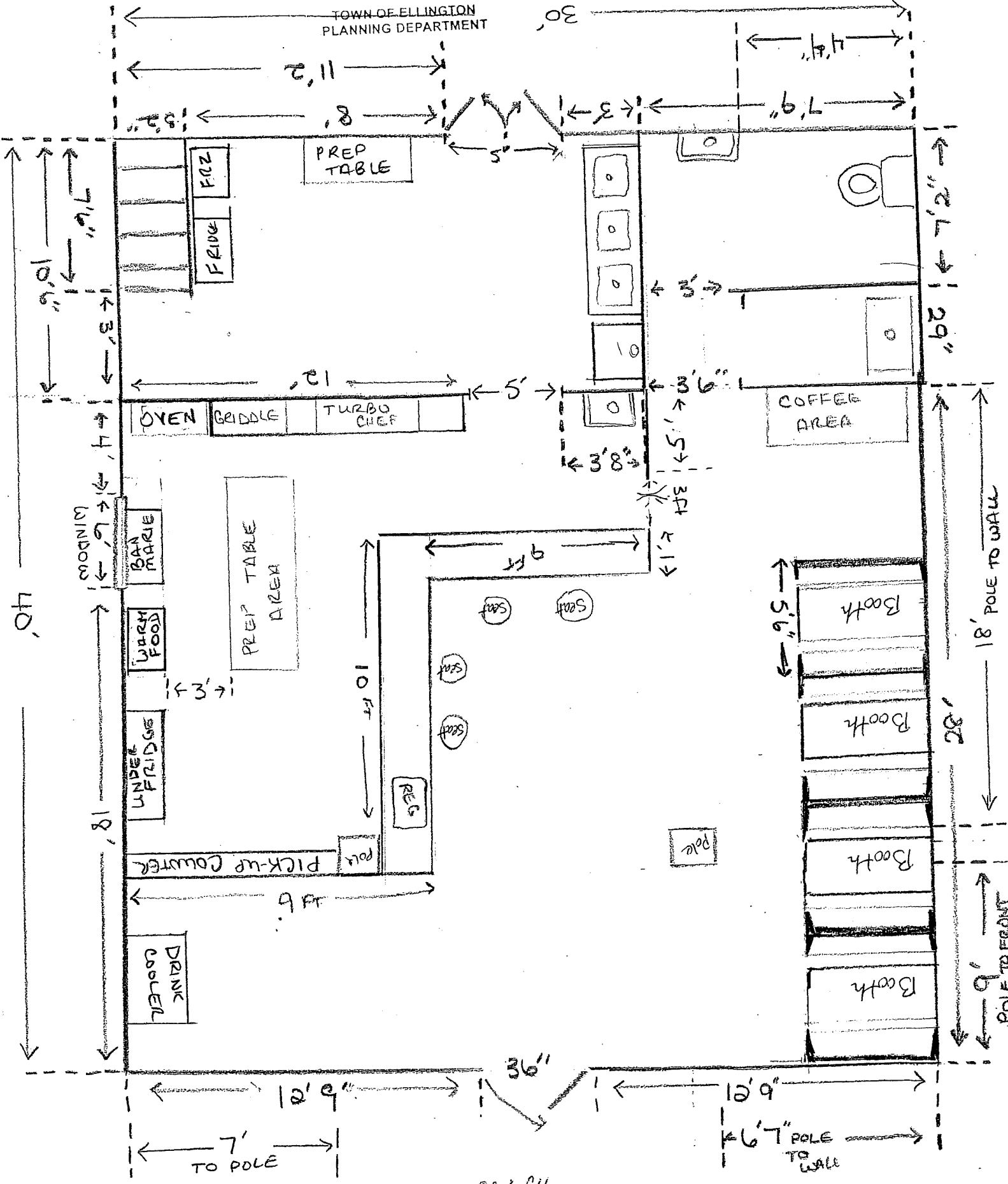
Rural Agricultural
Residential
RECEIVED
 OCT 22 2020
 PLANNING DEPARTMENT

RECEIVED

OCT 22 2020

Submitted By: BLAISE KIRNEY
2/24/2020

TOWN OF ELLINGTON
PLANNING DEPARTMENT

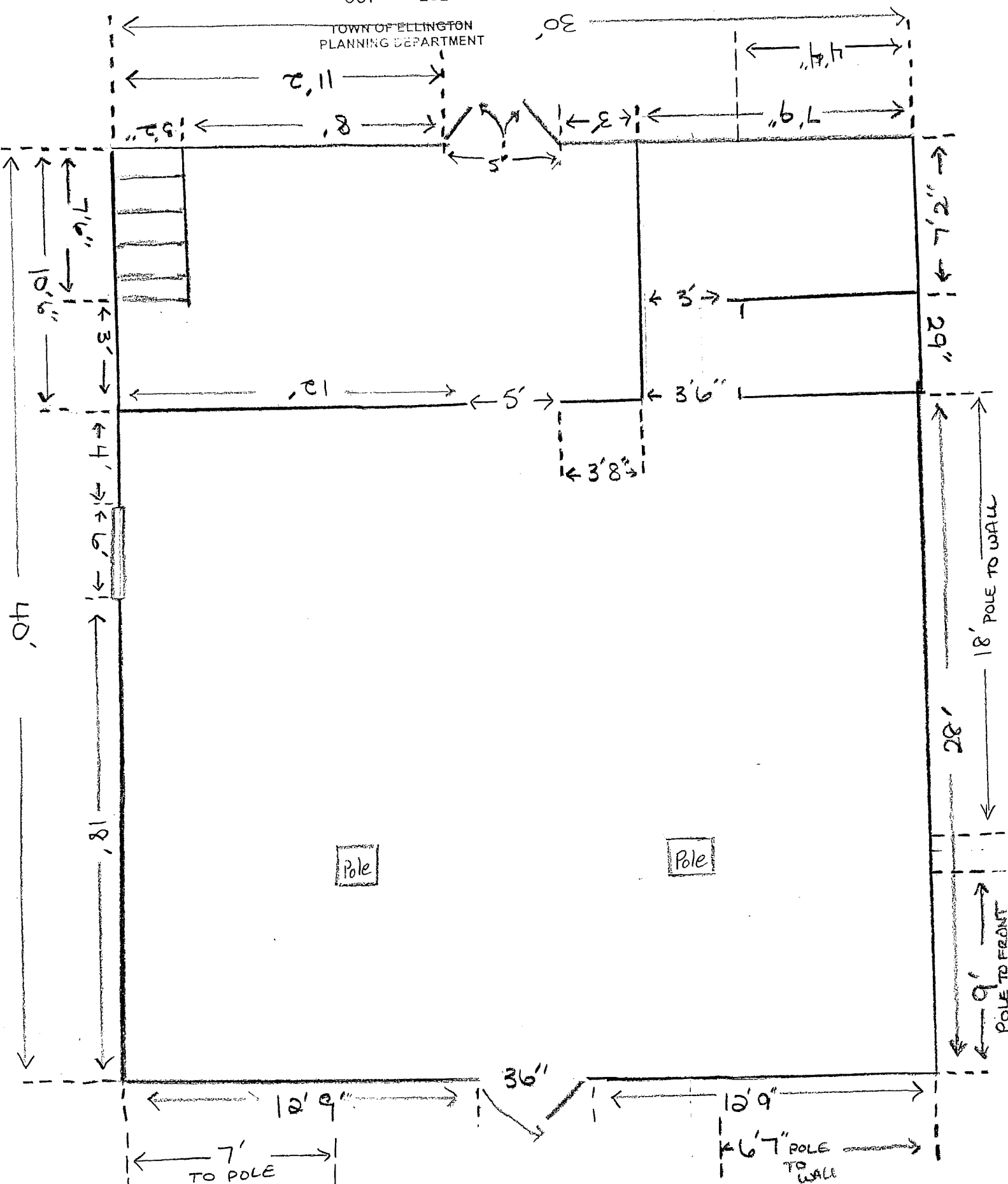


pg 1 of 4

3 JACKSONVILLE SMOKIN BLDG
292 SANDY BEACH RD.

RECEIVED
OCT 22 2020
x Bf 2/24/2020

TOWN OF ELLINGTON
PLANNING DEPARTMENT

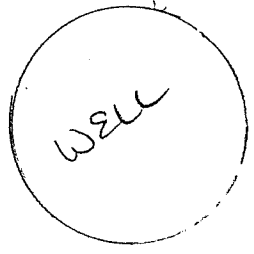


FRONT

pg 2 of 4

REAR OF BUILDING

DOORS



↑
10 FT
↓

SMOKER
TRAILER

SMOKER
TRAILER

FENCE

10 FT

RECEIVED

OCT 22 2020

TOWNSHIP OF KINGSTON
PLANNING DEPARTMENT

BPK

SUBMITTED BY: BLAINE KINNEY

Pg 3 of 4

OUTDOOR SEATING

FRONT OF BUILDING

FRONT DOOR

EXIT

16 FT
9 FT

HANDICAP

CURB

RECEIVED

OCT 22 2020

TOWN OF ELLINGTON
PLANNING DEPARTMENT

ALL PARKING SPACES WILL
BE 9 FT X 16 FT

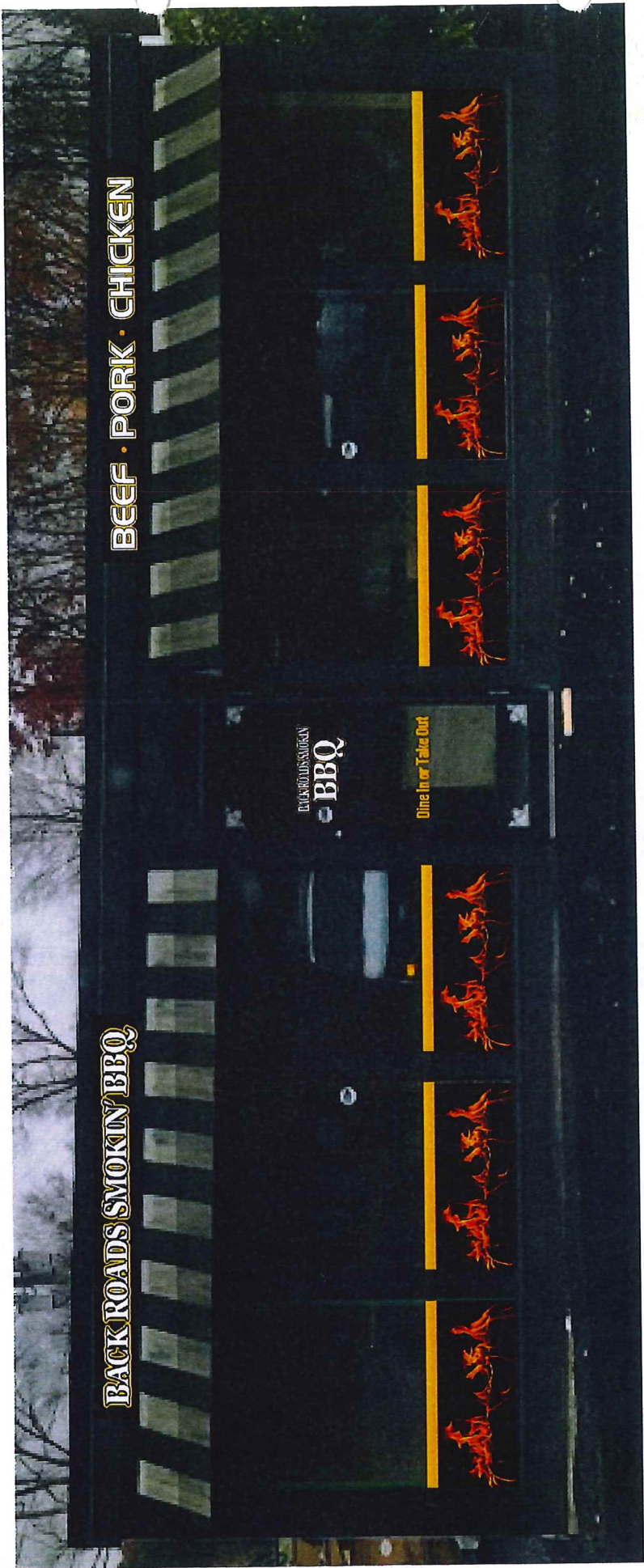
STUPID ISLAND

Pg 4 of 4

BLK

ENTRANCE

SUBMITTED BY: BLAINE KINNE

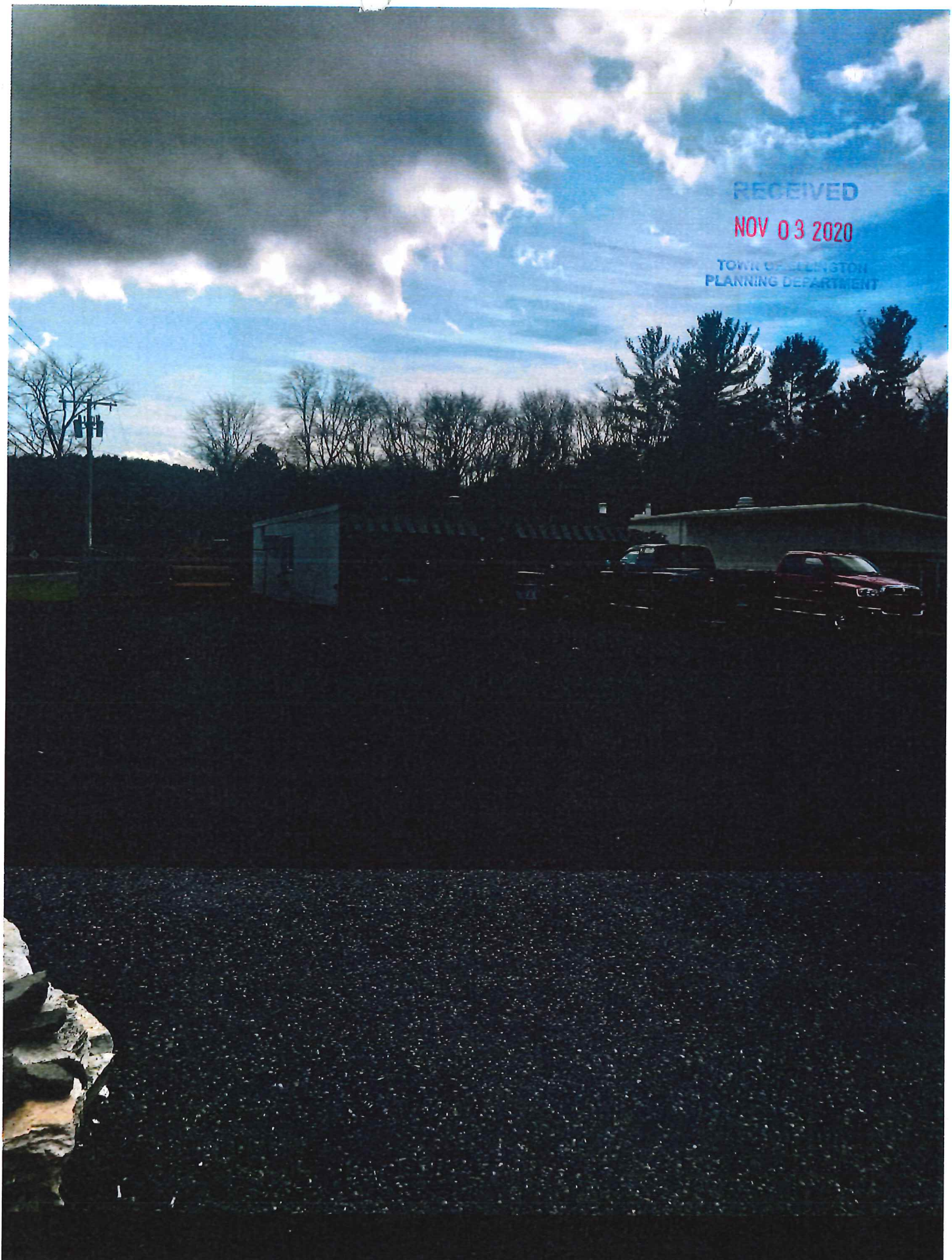


BEEF · PORK · CHICKEN

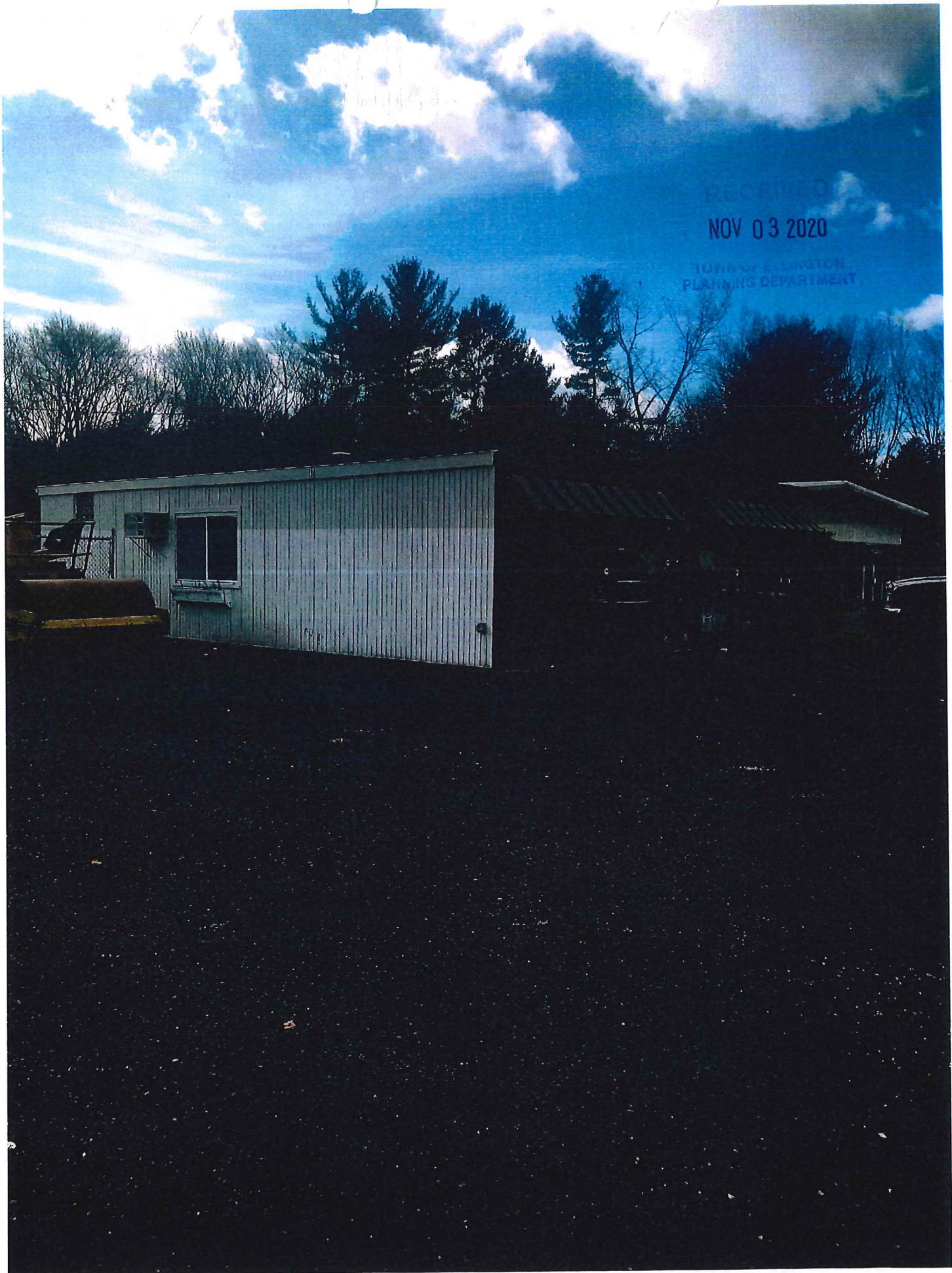
BACK ROADS SMOKIN' BBQ

BACK ROADS SMOKIN'
BBQ

Dine In or Take Out



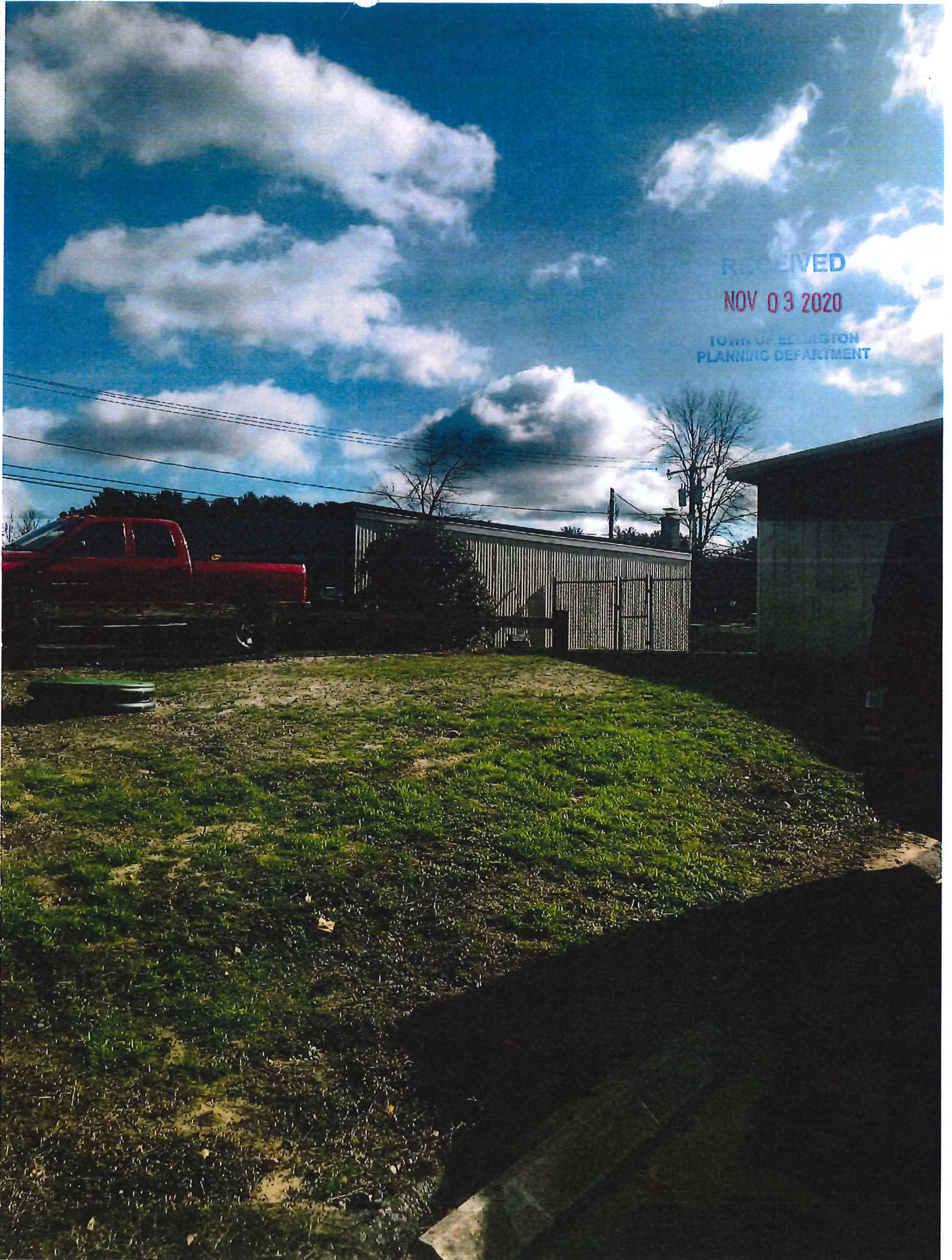
RECEIVED
NOV 03 2020
TOWN OF BELLINGTON
PLANNING DEPARTMENT



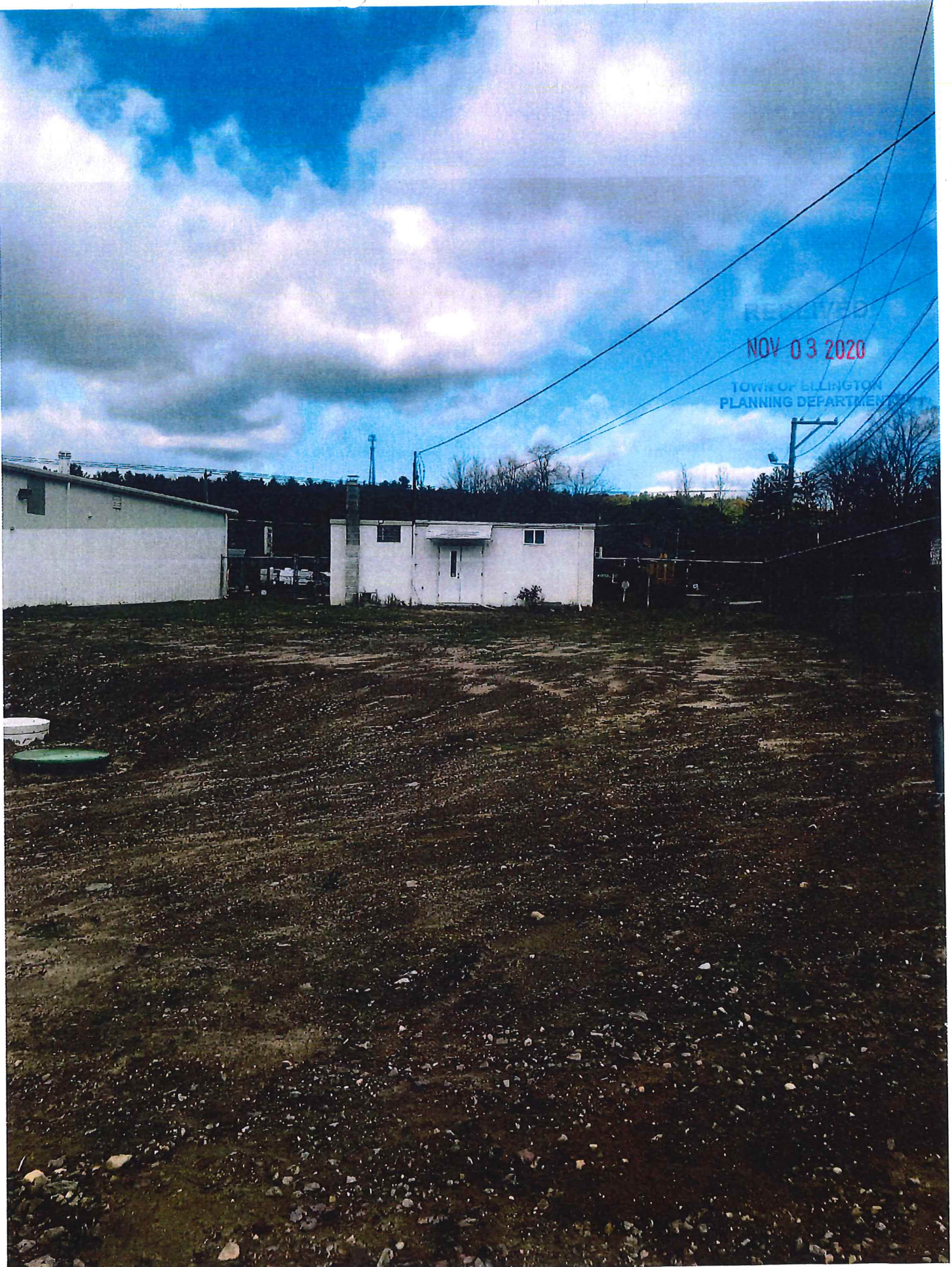
RECORDED

NOV 03 2020

TOWN OF ELLINGTON
PLANNING DEPARTMENT



RECEIVED
NOV 03 2020
TOWN OF ELLINGTON
PLANNING DEPARTMENT



NOV 03 2020

TOWN OF ELLINGTON
PLANNING DEPARTMENT



Property Information

Property ID 128 032 0000
 Location 292 SANDY BEACH RD
 Owner MILLER DOUGLAS H & DIAS STEPHANIE



MAP FOR REFERENCE ONLY
 NOT A LEGAL DOCUMENT

Town of Ellington, CT makes no claims and no warranties, expressed or implied, concerning the validity or accuracy of the GIS data presented on this map.

Geometry updated 7/23/2020
 Data updated 7/23/2020

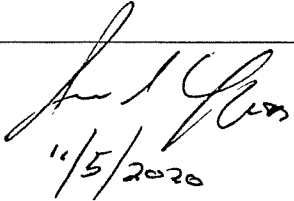
ELLINGTON PLANNING DEPARTMENT
STAFF REVIEW SHEET

PLANNING & ZONING COMMISSION

Z202016 – Doug Miller, owner/ Anna Pinette, applicant, Request for Special Permit for a restaurant and associated signage at 292 Sandy Beach Road, APN 128-032-0000, in the Commercial (C) and Rural Agricultural Residential (RAR) Zones.

PUBLIC HEARING DATE: November 23, 2020

STAFF REVIEW RETURN DATE: November 17, 2020

| DEPARTMENT | COMMENTS AND/OR REQUIREMENTS |
|---|--|
| Town Engineer | <p data-bbox="716 1142 1430 1308">*The submitted "floor plans" may or may not be fire code compliant. Evaluation of layout/plans will be conducted at the time of building permit application. This also includes location/setup of outdoor "smokers".</p> |
| Building Official | |
| North Central District Health Dept | |
| Fire Marshal  11/5/2020 | |
| Public Works Director/WPCA | |
| Assessor | |
| Traffic Authority | |

ELLINGTON PLANNING DEPARTMENT
STAFF REVIEW SHEET

PLANNING & ZONING COMMISSION

Z202016 – Doug Miller, owner/ Anna Pinette, applicant, Request for Special Permit for a restaurant and associated signage at 292 Sandy Beach Road, APN 128-032-0000, in the Commercial (C) and Rural Agricultural Residential (RAR) Zones.

PUBLIC HEARING DATE: November 23, 2020
STAFF REVIEW RETURN DATE: November 17, 2020

| DEPARTMENT | COMMENTS AND/OR REQUIREMENTS |
|------------------------------------|---|
| Town Engineer | <p>-Applicant will need to submit a copy of the floor plan, including all equipment specifications, a schedule of interior surface finishes along with a completed food service plan review application and menu to NCDHD for review prior to issuance of a building permit.</p> <p>-The water supply well may fall under the jurisdiction of the State Health Department as a public water supply system and require their approval for use before occupancy (State review currently pending / in progress)</p> <p>-Verification of connection to the public sewer will be required, any additional FOG fats oil and grease requirements may be under the jurisdiction of the WPCA</p> <p>-The existing septic system and any hollow structures if not in use, must be properly abandoned.</p> |
| Building Official | |
| North Central District Health Dept | |
| Fire Marshal | |
| Public Works Director/WPCA | |
| Assessor | |
| Traffic Authority | |

7202017

REVISED 11/18/2020, IN RESPONSE TO TOWN ATTORNEY
COMMENTS DATED 11/10/2020

Additions are bolded and underlined

Deletions are strikethrough

Otherwise as previously proposed

Proposed new zoning regulation for Farm Brewery, Cidery, Distillery and Winery:

7.14.3 D. Farm Brewery, Cidery, Distillery and Winery

1. **Permitted uses** include tastings, tours, retail and wholesale sales of products grown or manufactured on the premises, sale of merchandise related to the products grown or manufactured on the premises or sale of merchandise unrelated to the products grown or manufactured on the premises when unrelated merchandise is no more than 40% of all merchandise for sale.
2. **Minimum Lot Size:** 10 contiguous acres under single ownership and/or leasehold in any zone.
3. **Setbacks Requirements:** Buildings and structures shall be located a minimum of 100 feet from all property lines. Areas used for outdoor activities like outdoor seating and tastings shall be located a minimum of 200 feet from all property lines. However, buildings, structures and outdoor activities may be located **not less than** 10' to a rear yard or a side yard when located adjacent to permanently protected farmland, open space, or forestland.
4. **Parking and Access Requirements:** Adequate Off-street parking located **not less than** 100' from adjacent properties and safe ingress and egress shall be provided. A reasonable parking area not to exceed three square feet for every one square foot of retail or tasting area accessible to the public, whether the area is inside or outside of a structure or building, shall be provided. Permeable parking surfaces recommended.
5. **Refuse** areas shall be properly screened from public view and shall be located adjacent to buildings and at least 100' from adjacent properties.
6. **Additional Buffer standards:** a vegetated buffer, fencing or combination thereof may be required to reduce disturbance to adjacent residential zones or residences.
7. **Lighting: Exterior lighting shall be fully shielded, downward directed, and shall not create glare or emit light beyond the property boundary it serves. Exterior lighting, other than the minimum extent required for safety, shall be extinguished beyond the permitted hours of operation.**

8. Sign Standards: shall be in compliance with Section 6.3 Signs

9. **Hours of Operation: may be permitted on Sunday, noon to 6pm; Wednesday noon to 8pm; Thursday - Saturday noon to 9pm.**

10. **Food trucks may be permitted, subject to obtaining all required health department approvals, but shall be subordinate to the farm brewery, cidery, distillery or winery. Establishments may allow visitors to bring prepared food.**

11. **Outdoor entertainment may be permitted by the commission, but shall be subordinate to the farm brewery, cidery, distillery or winery and shall not be amplified.**

12. **Deliveries and pick-up shall not occur between 10pm and 6am, when adjacent to a residence or residential zone unless located exclusively adjacent to a permanently protected farm, open space, or forest.**

ARTICLE 3 RESIDENTIAL ZONES

Section 3.1 Permitted Uses

The following table establishes those uses allowed in the residential zoning districts.

| P | Permitted Use | SP | Use Allowed by Special Permit | | |
|---|--|----|---|--------------------|-----------------------------|
| 3.1.1 AGRICULTURAL USES (See Section 7.14) | | | Rural Agricultural / Residential | Residential | Lake Residential |
| | 1. Agriculture | | P | P | P |
| | 2. Farm Stand, seasonal | | P | P | P |
| | 3. Farm Store | | SP | SP | SP |
| | 4. <u>Farm Brewery, Cidery, Winery, Distillery</u> | | <u>SP</u> | <u>SP</u> | <u>SP</u> |
| | 5. Horse Boarding / Riding Arena | | SP | SP | SP |
| | 6. Related & Agricultural Uses | | SP | SP | SP |
| | 7. Dormitories for farm help accessory to an agricultural operation in Ellington | | SP | | |

ARTICLE 4 COMMERCIAL & INDUSTRIAL ZONES

Section 4.1 Permitted Uses and Uses Requiring Special Permit

The following uses are permitted in Commercial and Industrial Zones:

| Table 4.1 Permitted Uses and Uses Requiring Special Permit | | | | |
|--|------------------|------------------|------------------|------------------|
| P = Permitted Use, Site Plan Approval SP = Special Permit Blank= Not Permitted | | | | |
| Uses | C | PC | I | IP |
| Agriculture ⁽¹⁾ [Amended 12-15-2010] | P | P | P | P |
| Agriculture - Farm Stand - seasonal ⁽¹⁾ [Amended 12-15-2010] | P | P | P | P |
| Agriculture - Farm Store ⁽¹⁾ [Added 11-22-2010, Effective 12-15-2010] | SP | SP | SP | SP |
| <u>Agriculture - Farm Brewery, Cidery, Winery, Distillery</u> | <u>SP</u> | <u>SP</u> | <u>SP</u> | <u>SP</u> |
| Agriculture - Horse Boarding / Riding Arena ⁽¹⁾ [Amended 12-15-2010] | SP | SP | SP | SP |
| Agriculture - Related & Non Related Uses ⁽¹⁾ [Added 11-22-2010, Effective 12-15-2010] | SP | SP | SP | SP |

Barbra Galovich

S200502

Subject: FW: Crystal View Estates - Acceptance

From: WILLIAM COONS [mailto:william9954@sbcglobal.net]
Sent: Wednesday, November 18, 2020 12:12 PM
To: Lisa Houlihan <LHoulihan@ELLINGTON-CT.GOV>
Cc: Dorian R. Famiglietti (DFamiglietti@kkc-law.com) <dfamiglietti@kkc-law.com>; Dana Steele <dsteeler@jrrusso.com>;
Timothy Webb <twebb@ELLINGTON-CT.GOV>
Subject: Re: Crystal View Estates - Acceptance

Lisa

Please let this serve as my request for withdrawal.

I want to thank everyone for the time, ideas, and the goal of reduced costs.

I am available to meet again upon request.

Bill Coons

On Wednesday, November 18, 2020, 12:01:58 PM EST, Lisa Houlihan <lhoulihan@ellington-ct.gov> wrote:

Dear Bill,

This is a follow-up to the meeting held at the Town Hall Land Use Annex yesterday regarding the subject matter. Please acknowledge withdraw of your request for acceptance of public infrastructure for Crystal View Estates pending resolution to outstanding items under discussion.

Thank you kindly,

Lisa

Lisa M. Houlihan, AICP

Ellington Town Planner

55 Main Street, PO Box 187

Ellington, CT 06029

Phone: 860-870-3120 / Fax: 860-870-3122



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INCORPORATED 1786

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TOWN PLANNER'S OFFICE

FX (860) 870-3122

**PLANNING AND ZONING COMMISSION
REGULAR MEETING MINUTES
MONDAY, OCTOBER 26, 2020, 7:00 PM
TOWN HALL MEETING ROOM, 55 MAIN ST, ELLINGTON, CT
IN-PERSON PUBLIC ATTENDANCE LIMITED DUE TO COVID19 RESTRICTIONS
ZOOM ATTENDANCE INSTRUCTIONS PROVIDED**

MEMBERS PRESENT: IN PERSON - CHAIRMAN ARLO HOFFMAN, VICE CHAIRMAN SEAN KELLY, REGULAR MEMBERS ROBERT SANDBERG, JR, RICCI HIRTH, F. MICHAEL FRANCIS AND MICHAEL SWANSON, AND ALTERNATE JON MOSER. VIA ZOOM - WILLIAM HOGAN AND ALTERNATE KEITH DURAO

MEMBERS ABSENT: NONE

STAFF PRESENT: LISA HOULIHAN, TOWN PLANNER AND BARBRA GALOVICH, RECORDING CLERK

- I. **CALL TO ORDER:** Chairman Hoffman called the meeting to order at 7:02 PM.
- II. **PUBLIC COMMENTS** (On non-agenda items): None

BY CONSENSUS, THE COMMISSION WENT OUT OF AGENDA ORDER TO ADDRESS ITEM #1 OF OLD BUSINESS.

IV. OLD BUSINESS:

1. S200701 - Pursuant to a letter from Towne Engineering, Inc., dated September 14, 2020 and revised October 12, 2020, request to modify Clark Subdivision, approved February 26, 2007, to dissolve lot line, release fee-in-lieu-of open space, and release drainage easement rights granted to the Town of Ellington for property located at 74, 76 & 78 Wapping Wood Road.
(Continued from 9/28/2020)

Jeff Clark, 94 Wapping Wood Road and Joseph Boucher, Towne Engineering, Inc., 1 Richmond Lane, Willimantic, CT were present to represent the application.

Lisa Houlihan, Town Planner, stated since the last PZC meeting the owner's representatives provided a chain of title, summary of deed history, parcel history sketch, a boundary map, and revised letter from Towne Engineering, Inc. She said the Town Attorney reviewed the information and found that had Lot 2 and 3 been divided from 78 Wapping Wood Road as one lot in 2007 it would have qualified as a first-cut and been exempt from subdivision. However, since the 2007 subdivision was approved 78 Wapping Wood Road has been conveyed and its title is tied to the 2007 approval and therefore the subdivision cannot be dissolved. Ms. Houlihan noted since the owner wants to combine the parcels and one lot would've qualified as a first-cut in 2007, it's appropriate for the commission to waive the fee-in-lieu-of open space and release the drainage easements not associated with 78 Wapping Wood Road.

Mr. Boucher and Mr. Clark agreed with Ms. Houlihan's summary and had no additional comments.

MOVED (KELLY) SECONDED (SANDBERG) AND PASSED UNANIMOUSLY TO WAIVE FEE-IN-LIEU-OF OPEN SPACE AND RECOMMEND RELEASE OF THE DRAINAGE EASEMENTS NOT TIED TO 78 WAPPING WOOD ROAD TO THE BOARD OF SELECTMEN CONDITIONED UPON THE FILING OF A DEED MERGING LOTS 2 & 3, ANY OTHER LEGAL DOCUMENT REQUIRED BY THE TOWN ATTORNEY, AND PAYMENT OF LEGAL CONSULTANT REVIEW FEES, PURSUANT TO THE ELLINGTON LAND USE FEE ORDINANCE FOR S200701 - Request to modify Clark Subdivision, approved February 26, 2007, to dissolve lot line, release fee-in-lieu-of open space, and release drainage easement rights granted to the Town of Ellington for property located at 74, 76 & 78 Wapping Wood Road.

BY CONSENSUS, THE COMMISSION WENT BACK TO THE ORIGINAL AGENDA ORDER.

III. PUBLIC HEARING(S):

1. Z202014 - Text amendment to add new Section 6.2.9 to the Ellington Zoning Regulations regarding sidewalks and fee-in-lieu-of sidewalks.

TIME: 7:13 PM

SEATED: Hoffman, Kelly, Sandberg, Hirth, Hogan, Francis and Swanson

Ms. Houlihan noted the following items were provided to the commission for their review:

- Draft regulation amendment;
- Relevant pages from the 2019 Plan of Conservation and Development;
- Copy of the Town of Manchester's code regarding sidewalks and curbs;
- Ellington Zoning Regulations 3.1.4 community/institutional uses, and 2.1.10 highway clearance setbacks;
- Route 83 sidewalk concept plan, and
- Town map showing developments along certain roadways in which the regulation is applicable.

Ms. Houlihan said in accordance with statutory procedure, the text amendment was referred to the Capitol Region Council of Governments (CRCOG). CRCOG reviewed the proposal and provided a report dated October 22, 2020. The report states "The staff of the Regional Planning Commission of the CRCOG has reviewed the zoning referral and finds no apparent conflict with regional plans and policies or the concerns of neighboring towns. Incorporating and encouraging sidewalks where appropriate supports the regional plan of conservation and development goals to coordinate land use and transportation by supporting livable communities, complete streets, and context sensitive solutions, and encouraging the implementation of sidewalks as a means of environmentally-friendly transportation."

Ms. Houlihan also provided the commission with a marked-up version of the draft regulation amendment dated October 21, 2020 which represents changes to the draft proposal recommended by the Town Attorney. Upon review and discussion, the commission agreed to the changes recommended by the Town Attorney. The commission round tabled and agreed on the following modifications to the draft text amendment:

- Add Tomoka Avenue and Meadow Brook Road to 6.5.A & 6.5.E;
- Section 6.5.B strike "for good cause shown" and replace with "in the opinion of the commission";
- In Section 6.5.E at the end of the first sentence add "for property fronting on arterial and collector streets listed in section 2.1.10 (highway clearance setback), except for Hopkins, or on Lower Butcher Road, Tomoka Avenue and Meadow Brook Road".

MOVED (SANDBERG) SECONDED (FRANCIS) AND PASSED UNANIMOUSLY TO CLOSE THE PUBLIC HEARING FOR Z202014 - Text amendment to add new Section 6.5 to the Ellington Zoning Regulations regarding sidewalks and fee-in-lieu-of sidewalks.

MOVED (SANDBERG) SECONDED (FRANCIS) AND PASSED UNANIMOUSLY TO APPROVE WITH MODIFICATIONS RECOMMENDED BY THE TOWN ATTORNEY DATED OCTOBER 21, 2020 AND DISCUSSED BY THE COMMISSION OCTOBER 26, 2020 FOR Z202014 - Text amendment to add new Section 6.5 to the Ellington Zoning Regulations regarding sidewalks and fee-in-lieu-of sidewalks.

OCTOBER 26, 2020 MODIFICATIONS:

- **ADD TOMOKA AVENUE AND MEADOW BROOK ROAD TO 6.5.A & 6.5.E;**
- **SECTION 6.5.B STRIKE “FOR GOOD CAUSE SHOWN” AND REPLACE WITH “IN THE OPINION OF THE COMMISSION”;**
- **IN SECTION 6.5.E AT THE END OF THE FIRST SENTENCE ADD “FOR PROPERTY FRONTING ON ARTERIAL AND COLLECTOR STREETS LISTED IN SECTION 2.1.10 (HIGHWAY CLEARANCE SETBACK), EXCEPT FOR HOPKINS, OR ON LOWER BUTCHER ROAD, TOMOKA AVENUE AND MEADOW BROOK ROAD”.**

EFFECTIVE DATE: NOVEMBER 1, 2020

IV. NEW BUSINESS:

1. Z202015 – Referral from the Board of Selectmen, dated October 6, 2020, for a Connecticut General Statute Section 8-24 review to consider and act on improvements to town-owned property for an amphitheater at 97 Shenipsit Street, APN 030-005-0000, in the R-Residential Zone.

Ms. Houlihan explained the Trails Committee is looking to build an amphitheater on the property and the proposed activity is consistent with the Plan of Conservation and Development. Commissioner Hirth asked who would maintain the amphitheater and Chairman Hoffman explained the Public Works Department would maintain it. Alternate Moser added that he feels the project is a great idea.

MOVED (KELLY) SECONDED (SWANSON) AND PASSED UNANIMOUSLY TO GRANT A POSITIVE REFERRAL to the Board of Selectmen pursuant to CGS §8-24 review to consider and act on improvements to town-owned property for an amphitheater at 97 Shenipsit Street, APN 030-005-0000, in the R-Residential Zone. In granting positive referral the commission finds the improvements to the Batz property consistent with the Plan of Conservation and Development by enhancing recreational opportunities for residents.

DISCUSSION: THE AMPHITHEATER WILL REQUIRE A SITE PLAN REVIEW BY THE COMMISSION PRIOR TO CONSTRUCTION.

2. S201802 – Letter from Nutmeg Construction, submitted September 30, 2020, request for acceptance of public infrastructure for Crestwood V, extension of Ellsworth Lane and Brooks Crossing.

In accordance with standard procedures, the request to accept public infrastructure was shared with the Town Engineer and DPW Director. The Assistant Planner has provided the developer with a letter listing the administrative items that need completion prior to acceptance. An inspection of the subdivision will be scheduled between town representatives and the developer. In accordance with state statute, the commission has 65 days to process the request and either recommend acceptance or provide instruction describing what work needs to be complete to prepare for positive

recommendation to accept the public improvements. She anticipates the request to be ready for action by the next meeting.

BY CONSENSUS, TABLED DISCUSSION TO THE NEXT PZC MEETING SCHEDULED FOR NOVEMBER 23, 2020 FOR S201802 – Letter from Nutmeg Construction, submitted September 30, 2020, request for acceptance of public infrastructure for Crestwood V, extension of Ellsworth Lane and Brooks Crossing.

3. S200502 – Letter from Opportunity Real Estate Equities, LLC, dated October 17, 2020, request for acceptance of public infrastructure for Crystal View Estates Subdivision, Grassy Hill Road.

Ms. Houlihan stated the letter requesting acceptance of public infrastructure for this subdivision was received on October 17, 2020. She reiterated standard operating procedures and explained that the request is not ready for action by the commission.

BY CONSENSUS, TABLED DISCUSSION TO THE NEXT PZC MEETING SCHEDULED FOR NOVEMBER 23, 2020 FOR S200502 – Letter from Opportunity Real Estate Equities, LLC, dated October 17, 2020, request for acceptance of public infrastructure for Crystal View Estates Subdivision, Grassy Hill Road.

4. Referral from the Economic Development Commission proposing to amend Section 7.14 of the Ellington Zoning Regulations to add a new regulation for Farm Brewery, Cidery, Distillery and Winery. (For receipt and discussion)

Ms. Houlihan said the proposed draft new section of the Zoning Regulations is a referral from the Economic Development Commission (EDC) and is one of the recommendations from the 2019 Plan of Conservation and Development (POCD). Commissioner Kelly noted the proposed section of the regulations is an effort to promote agri-tourism and traditional farming. Commissioner Hogan inquired about the parking calculation, as well as deliveries and pickups. Upon a brief discussion, it was decided to formalize the proposal and move forward with the public hearing process.

BY CONSENSUS, RECEIVE APPLICATION AND SCHEDULE A PUBLIC HEARING FOR NOVEMBER 23, 2020, 7PM, VIA ZOOM AND PHYSICAL LOCATION AT 55 MAIN STREET, ELLINGTON, CT, for a regulation amendment to add a new regulation for Farm Brewery, Cidery, Distillery and Winery to Section 7.14 of the Ellington Zoning Regulations.

5. Review and discuss memo from Lisa Houlihan, Town Planner, dated October 20, 2020, regarding draft Access Management Regulations.

Ms. Houlihan stated the proposal advances a recommendation from the last two POCD's and the Route 83 Corridor Study. The commission round tabled and agreed to continue discussion at their next meeting before formalizing the proposal.

MOVED (KELLY) SECONDED (SWANSON) AND PASSED UNANIMOUSLY TO CONTINUE DISCUSSION TO THE NEXT PZC MEETING SCHEDULED FOR NOVEMBER 23, 2020 for a regulation amendment to add Section 6.6 Access Management to the Ellington Zoning Regulations.

6. Z202016 – Doug Miller, owner/ Anna Pinette, applicant, Request for Special Permit for a restaurant and associated signage at 292 Sandy Beach Road, APN 128-032-0000, in the Commercial (C) and Rural Agricultural Residential (RAR) Zones. (For receipt and scheduling a public hearing)

BY CONSENSUS, RECEIVE APPLICATION AND SCHEDULE A PUBLIC HEARING FOR NOVEMBER 23, 2020, 7PM, VIA ZOOM AND PHYSICAL LOCATION AT 55 MAIN STREET, ELLINGTON, CT, FOR Z202016 – Doug Miller, owner/ Anna Pinette, applicant, Request for Special Permit for a restaurant and associated signage at 292 Sandy Beach Road, APN 128-032-0000, in the Commercial (C) and Rural Agricultural Residential (RAR) Zones.

V. ADMINISTRATIVE BUSINESS:

1. Approval of September 28, 2020 Regular Meeting Minutes

MOVED (FRANCIS) SECONDED (SWANSON) AND PASSED UNANIMOUSLY TO APPROVE SEPTEMBER 28, 2020 REGULAR MEETING MINUTES AS WRITTEN.

2. Correspondence:

- a. Pursuant to a memo dated October 5, 2020 from First Selectman Lori Spielman, request for Capital Improvement Budget proposals due November 2, 2020.

Ms. Houlihan explained the procedure for Capital Improvements Budget proposals. When submitting a request for funds, it needs to be accompanied with three quotes to complete the project. After discussion, the commission requested Ms. Houlihan to proceed with the village district concept and request funding for consultant services.

- b. Correspondence dated September 21, 2020 from the Department of Transportation for the realignment of Route 140 between Pinnacle Road and Teaberry Ridge Road.

VII. ADJOURNMENT:

MOVED (SWANSON) SECONDED (HIRTH) AND PASSED UNANIMOUSLY TO ADJOURN THE PLANNING & ZONING COMMISSION REGULAR MEETING AT 8:57 PM.

Respectfully submitted,

Barbra Galovich, Recording Clerk



STATE OF CONNECTICUT – COUNTY OF TOLLAND
INCORPORATED 1786

TOWN OF ELLINGTON

55 MAIN STREET – PO BOX 187
ELLINGTON, CONNECTICUT 06029-0187

www.ellington-ct.gov

TEL. (860) 870-3120 TOWN PLANNER'S OFFICE FAX (860) 870-3122

PLANNING & ZONING COMMISSION 2021 MEETING SCHEDULE

All meetings are held in the Town Hall Annex at 7:00 PM

1/25

2/22

3/22

4/26

5/24

6/28

7/26

8/23

9/27

10/25

11/15

12/20

STATE OF CONNECTICUT – COUNTY OF TOLLAND
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August 27, 2020

State of Connecticut
Office of Policy and Management
Sent via: opm.steapapplications@ct.gov

RE: Town of Ellington STEAP Application
 Ellington Veterans Memorial Park & Pedestrian Improvements
 Ellington Town Green, Main Street

To Whom It May Concern:

Thank you for the opportunity to apply for Small Town Economic Assistance Program (STEAP) funds. Ellington is applying for STEAP funds to cover a portion of capital expenditures associated with the construction of a veteran's memorial park and pedestrian improvements in the heart of Ellington Town Center. Ellington is a rural community located in North Central Connecticut approximately 20 miles from Interstates 84 and 91. According to the US Census Bureau, Ellington experienced a growth rate of more than 20% since 2000. Ellington Center is one of four principal commercial areas in town and where the bulk of community buildings are located.

The main aspects of the proposed project include installation of concrete walks, a comprehensive veterans memorial observation area and formal pedestrian crossings. Given the presence of multiple community buildings, a variety of commercial enterprises and residential developments, the proposed project is of significant economic and social importance for Ellington.

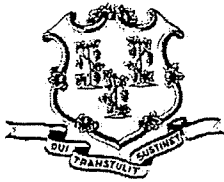
On behalf of the Town of Ellington, thank you for considering our application for STEAP funds to assist with the construction of Ellington Veterans Memorial Park and pedestrian improvements. Please do not hesitate to contact me with questions or if I may provide additional information about the proposed project.

Very kind regards,

Lisa M. Houlihan

Lisa M. Houlihan, AICP
Ellington Town Planner

cc: First Selectman, Lori L. Spielman
 Director of Public Works, Timothy Webb
 Veterans Service Rep, Joseph Palombizio



STATE OF CONNECTICUT
OFFICE OF POLICY AND MANAGEMENT

11/9/2020

Town of Ellington
The Honorable Lori L. Spielman
P O Box 187
Ellington, CT 06029-0187

Dear First Selectman Spielman:

Governor Ned Lamont and I would like to congratulate you and the Town of Ellington on your \$116,765.00 grant through the 2020 Small Town Economic Assistance Program (STEAP) for the following project:

PROJECT NAME: Veterans Memorial Park and Pedestrian Improvements
PROJECT DESCRIPTION: Engineering/construction for veterans memorial park and ADA
Qualifies for COVID-Related Project Provision: NO
Other Comments (if applicable): N/A

Please confirm your award no later than 12/9/2020, by contacting Acting Undersecretary Martin Heft at the Office of Policy and Management at Martin.Heft@ct.gov.

The Department of Economic and Community Development will administer your award. We are providing a copy of this letter to Christine Marques of Department of Economic and Community Development. After confirming your award with Martin Heft, please contact Christine Marques, at Christine.Marques@ct.gov as soon as possible to begin the grant contract process.

You should not proceed with any anticipated STEAP-funded project work until you are fully aware of any contractual terms required by the administering agency. This letter does not constitute a contract.

Please keep in mind that your receipt of these STEAP funds will be contingent upon your compliance with the rules and regulations of the agency that administers your award, and reimbursement(s) of funds will not occur without a fully executed agreement between the municipality and the state administering agency.

Thank you and best of luck with your project.

Sincerely,


Melissa McCaw, Secretary

C: Martin Heft, Acting Undersecretary, OPM
Christine Marques- Department of Economic and Community Development