



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 MINUTES MONDAY, NOVEMBER 27, 2023, 7:00 PM

IN-PERSON ATTENDANCE: TOWN HALL ANNEX, 57 MAIN STREET, ELLINGTON, CT
REMOTE ATTENDANCE: ZOOM VIDEO CONFERENCING
(ATTENDEES BELOW WERE IN PERSON UNLESS OTHERWISE NOTED)

MEMBERS PRESENT: CHAIRMAN ARLO HOFFMAN, VICE CHAIRMAN SEAN KELLY, REGULAR MEMBERS WILLIAM HOGAN, F. MICHAEL FRANCIS, JON MOSER, ALTERNATES RACHEL DEARBORN AND MARY CARDIN

MEMBERS ABSENT: SECRETARY ROBERT SANDBERG, JR. AND REGULAR MEMBER MICHAEL SWANSON

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

I. CALL TO ORDER: Chairman Arlo Hoffman called the meeting to order at 7:00 pm.

II. PUBLIC COMMENTS (On non-agenda items): **None**

III. PUBLIC HEARING(S): (Notice requirements met, hearings may commence)

1. Z202324 – Stick It Here Storage, LLC, owner/applicant, request to modify Special Permit and Site Plan to construct a self-storage facility, fencing and gates, landscaping, and related improvements at 25 West Road, APN 019-181-0000, in a C (Commercial) Zone.

Time: 7:02 PM

Seated: HOFFMAN, KELLY, HOGAN, FRANCIS, MOSER, DEARBORN, AND CARDIN

Eric Peterson, Gardener and Peterson Associates, LLC, 178 Hartford Turnpike, Tolland, CT, and Michael and Steve Riley, Stick It Here Storage, LLC, 23 Eleanor Road, Somers, CT, were present to represent the application.

Eric Peterson said the parcel is 4.36 acres. Stick It Here Storage, LLC, recently bought the property and wants to construct a new self-storage facility on the rear vacant land. Currently, there's an office building that runs parallel to Route 83 along the northern property line and a single-family home that faces Route 83 next to the office. The existing buildings screen most of the rear vacant land. The storage buildings will be one story, will be painted tan, with tan doors, and brown trim. The facility is designed with 4 rows of storage buildings and units will have roll up doors. There's no total number of units, but overall, there's 30,000 square feet of storage. Unit sizes are flexible and easily adjusted to meet customer demand. There will be two buildings with a small separation between them to meet fire safety requirements.

Eric Peterson reviewed the type and size of the proposed planting buffers along the property lines that abut residences. Eric noted the wetlands approval, reviewed the drainage plans and said the detention area will be mowed once a year. There is an existing dumpster that has fencing around it. Eric indicated where exterior lights will be located on the sides of the new buildings. Lights will be fully shielded and only what is needed for security purposes. Illumination from the exterior lights will not spill over the property lines. A new sign panel for Stick It Here Storage will

be added to the existing detached multi-tenant sign.

Eric Peterson noted the erosion and sediment control measures will be taken such as adding a temporary tracking pad, silt fence around the construction area and adding protection around any catch basins. Eric stated they have addressed the Fire Marshal's comments and are in receipt of the Public Works/Water Pollution Control Authority's comments. As for the Town Engineer's comments, these items could be conditions of approval, if the commission decides to approve the application. All staff comments have been shared with the applicant. Eric stated the application has been reviewed by the Design Review Board and a positive referral was submitted to the Planning and Zoning Commission.

Vice-Chairman Kelly asked if there would be any security measures taken. Eric Peterson explained there will be a gate in front with a keypad entry or the customer will have access to storage units that will be controlled through a mobile application. Vice-Chairman Kelly inquired about the depth of the detention area, Eric Peterson stated the basin will be around a foot in depth. Commissioner Hogan noted the zone change for the parcel back in 2012 and confirmed the self-storage facility was part of the conceptual plan.

Commissioner Hogan asked about the hours of operation. Michael Riley noted they have other similar storage facilities in Somers, CT, and Agawam, MA, which the customers have access typically between 7:00 am to 10:00 pm. Commissioner Hogan asked about the stormwater management, Eric Peterson stated stormwater runoff goes from east to west and no runoff will be directed towards the wetlands. Commissioner Hogan stated the landscaping plan note planting bayberry plantings 10 feet on center and suggested to change to red cedar or fraser fir since the east side of the property is higher and will add more of a buffer between the facility and abutting neighbors. Commissioner Hogan recommended staggering the plantings to create more of a buffer.

Commissioner Moser asked about any proposed fencing for abutting neighbors, Michael Riley noted most of the abutters have either fencing or vegetative buffers.

William Kerr, 23 West Road, raised concerns about the stormwater runoff and if the proposed detention basin will help. Eric Peterson stated with the proposed design of the basin and underground piping to the catch basins, there should not be any sheet flow onto Mr. Kerr's property. Mr. Kerr asked for more buffering or fencing to be installed along the northeast corner of 23 West Road for security reasons.

Brian Behnke, 15 Charter Road, asked if any security camera would be installed on the site, Michael Riley confirmed security measures will be taken.

William Kerr asked if any customers would be allowed to store and work on any vehicles within the site. Steve Riley stated the self-storage buildings will not have electricity, nor connected to public water or public sewer and will not include a leasing office.

MOVED (KELLY) SECONDED (FRANCIS) AND PASSED UNANIMOUSLY TO CLOSE THE PUBLIC HEARING FOR Z202324 – Stick It Here Storage, LLC, owner/applicant, request to modify Special Permit and Site Plan to construct a self-storage facility, fencing and gates, landscaping, and related improvements at 25 West Road, APN 019-181-0000, in a C (Commercial) Zone.

MOVED (HOGAN) SECONDED (KELLY) AND PASSED UNANIMOUSLY TO APPROVE WITH CONDITIONS FOR Z202324 – Stick It Here Storage, LLC, owner/applicant, request to modify Special Permit and Site Plan to construct a self-storage facility, fencing and gates, landscaping, and related improvements at 25 West Road, APN 019-181-0000, in a C (Commercial) Zone.

CONDITIONS:

- **SHALL COMPLY WITH THE STAFF REVIEW COMMENTS FROM THE TOWN ENGINEER DATED NOVEMBER 20, 2023.**
 - **ALONG EASTERN PROPERTY LINE CHANGE THE BAYBERRY PLANTINGS TO RED CEDAR OR FRASER FUR AND INSTEAD OF 1 ROW OF PLANTINGS 10' ON CENTER, STAGER THEM TO PROVIDE BETTER SCREENING AND INCREASE THE NUMBER OF PLANTINGS FROM 23 TO 30.**
 - **ADD ADDITIONAL PLANTINGS NEAR THE SOUTHWEST CORNER OF THE STORAGE FACILITY NEAR THE KERR PROPERTY (APN 019-182-0000) AND/OR STOCKADE FENCING TO BLOCK LIGHT AND NOISE.**
 - **HOURS OF OPERATION APPROVED FOR 7:00 AM TO 9:00 PM DAILY.**
2. Z202325 – Steven Midford, owner/applicant, pursuant to Section 3.1.3 of the Ellington Zoning Regulations request for Special Permit for the construction of a 50x60 detached accessory garage at 124 Middle Road, APN 041-002-0008, in a Rural Agricultural Residential (RAR) Zone.

Time: 7:42 PM

Seated: HOFFMAN, KELLY, HOGAN, FRANCIS, MOSER, DEARBORN, AND CARDIN

Stephen Midford, 124 Middle Road, was present to represent the application. Stephen explained that the proposed building will be roughly a 50x58 square foot steel structure used for personal vehicles and equipment. Currently there is a shed that will be relocated, and millings will be installed from the turnaround in the existing driveway leading to the proposed structure. The driveway will be constructed with 10" of process and 4" of millings and will be 15' away from the nearest property line.

Alternate Mary Cardin asked if the structure would have electricity and Stephen confirmed there would be electricity. Commissioner Hogan expressed concern for how large the structure would be along. Stephen explained the structure will have two 12x12 doors, 1 pass door, and 4 windows. The wall facing the neighbor at 180 Tripp Road will not have windows. The height of the walls is 14' and the height of the ridge is 18'. Stephen explained that a boat, a few vehicles, and other personal property would be stored within the structure. Vice-Chairman Kelly asked the applicant why the structure is steel, and Stephen noted because of the cost of materials. Stephen also noted the structure will be gray with black trim and there will not be a loft within the structure. Commissioner Hogan suggested more plantings on the southeast side of the property with at least 6 ft in height and be staggered for additional buffering to the abutting neighbors.

No one from the public spoke regarding the application.

MOVED (KELLY) SECONDED (FRANCIS) AND PASSED UNANIMOUSLY TO CLOSE THE PUBLIC HEARING FOR Z202325 – Steven Midford, owner/applicant, pursuant to Section 3.1.3 of the Ellington Zoning Regulations request for Special Permit for the construction of a 50x60 detached accessory garage at 124 Middle Road, APN 041-002-0008, in a Rural Agricultural Residential (RAR) Zone.

MOVED (KELLY) SECONDED (HOGAN) AND PASSED UNANIMOUSLY TO APPROVE WITH CONDITION(S) FOR Z202325 – Steven Midford, owner/applicant, pursuant to Section 3.1.3 of the Ellington Zoning Regulations request for Special Permit for the construction of a 50x60 detached accessory garage at 124 Middle Road, APN 041-002-0008, in a Rural Agricultural Residential (RAR) Zone.

CONDITION(S):

- **STRUCTURE SHALL NOT BE USED FOR COMMERCIAL OPERATIONS OR AS AN INDEPENDENT DWELLING UNLESS OTHERWISE PERMITTED BY REGULATION AND ALL APPLICABLE APPROVALS HAVE BEEN OBTAINED.**

IV. OLD BUSINESS: None

V. NEW BUSINESS:

1. Z202326 – Planning and Zoning Commission, Zoning Regulation Amendment to Sections 3.1 Permitted Uses – Residential Zones, 3.6.1 Permitted Accessory Uses and Structures – Designed Multi-family Zone, 4.1 Permitted Uses and Uses Requiring Special Permit – Commercial and Industrial Zones, and 10.2 Definitions pursuant to Public Act 23-142 Zoning Compliance–Certain Protections for Group and Family Childcare Homes.

BY CONSENSUS, RECEIVED AND SCHEDULED A PUBLIC HEARING ON DECEMBER 18, 2023, 7PM, TOWN HALL ANNEX, 57 MAIN STREET, ELLINGTON, AND ZOOM VIDEO CONFERENCING FOR Z202326 – Planning and Zoning Commission, Zoning Regulation Amendment to Sections 3.1 Permitted Uses – Residential Zones, 3.6.1 Permitted Accessory Uses and Structures – Designed Multi-family Zone, 4.1 Permitted Uses and Uses Requiring Special Permit – Commercial and Industrial Zones, and 10.2 Definitions pursuant to Public Act 23-142 Zoning Compliance–Certain Protections for Group and Family Childcare Homes.

2. Z202327 – Danielle Stites, Irene Gilbert, Rick DeCarli, and Judy Norwood, owners/Rick and Daryl DeCarli, applicants, request for zone change from Industrial (I) Zone to Rural Agricultural Residential (RAR) Zone for APN 100-008-0000, 191 Sadds Mill Road APN 100-008-0001 and 189 Sadds Mill Road APN 100-008-0002.

BY CONSENSUS, RECEIVED AND SCHEDULED A PUBLIC HEARING ON DECEMBER 18, 2023, 7PM, TOWN HALL ANNEX, 57 MAIN STREET, ELLINGTON, AND ZOOM VIDEO CONFERENCING FOR Z202327 – Danielle Stites, Irene Gilbert, Rick DeCarli, and Judy Norwood, owners/Rick and Daryl DeCarli, applicants, request for zone change from Industrial (I) Zone to Rural Agricultural Residential (RAR) Zone for APN 100-008-0000, 191 Sadds Mill Road APN 100-008-0001 and 189 Sadds Mill Road APN 100-008-0002.

VI. ADMINISTRATIVE BUSINESS:

1. Approval of the October 30, 2023, Special Meeting Minutes.

MOVED (KELLY) SECONDED (MOSER) (HOGAN AND FRANCIS – ABSTAINED) AND PASSED TO APPROVE OCTOBER 30, 2023, SPECIAL MEETING MINUTES AS WRITTEN.

2. Approval of the 2024 Planning & Zoning Commission meeting schedule.

BY CONSENSUS, THE COMMISSION APPROVED THE 2024 PLANNING & ZONING COMMISSION MEETING SCHEDULE AS WRITTEN.

3. Appointment of PZC Representative to serve on the Permanent Building Committee.

Chairman Hoffman nominated Sean Kelly for the position, Mr. Kelly accepted the nomination. No other commission members were nominated.

MOVED (HOFFMAN) SECONDED (FRANCIS) AND PASSED UNANIMOUSLY TO APPOINT COMMISSIONER (KELLY) TO SERVE AS PLANNING AND ZONING COMMISSION REPRESENTATIVE ON THE PERMANENT BUILDING COMMITTEE FOR THE NEXT TWO-YEAR TERM.

4. Correspondence/Discussion:

- a. Memo from Town Planner dated November 21, 2023, pursuant to CGS 8-30j Affordable Housing Plan Review and Amendment Requirement.

Lisa Houlihan stated Public Act 17-170 established a requirement that each Connecticut municipality adopt an Affordable Housing Plan, and a subsequent amendment to the Connecticut General Statutes (Section 8-30j) requires municipalities to amend affordable housing plans every five years. A copy of Chapter 5 – Housing and Residential Development and the Housing Needs Assessment appendix from the 2019 Plan of Conservation and Development is Ellington's Affordable Housing Plan (Housing Plan/Plan) and copies were provided within the November meeting packets. The Housing Plan was approved in October 2019 and must be updated by October 2024. Lisa would like to provide the Commission with data about Ellington's current affordable housing, a sampling of affordable housing plans from other CT town's similar in demographics to Ellington, and an understanding of what the affordable housing plan must consider next month for the commissioners to start reviewing and discuss.

- b. Notice of public hearing on December 5, 2023, from the CT Siting Council for Petition No. 1589 USS Somers Solar, LLC, 360 Somers Road, for a 3MW solar facility.

The Commissioners had a roundtable discussion about the upcoming public hearing for the proposed solar facility to be located at 360 Somers Road. Lisa Houlihan stated she submitted a letter to the Siting Council sharing the commission's concerns and asking for a public hearing. The Town Administrator also provided a letter of concern and request for a public hearing for the application.

- c. Commissioner Training Opportunity, December 9, 2023, UConn Extension Center in Haddam, CT, Pursuant to Public Act No. 21-29...Training for Certain Land Use Officials.

VII. ADJOURNMENT:

MOVED (FRANCIS) SECONDED (HOGAN) AND PASSED UNANIMOUSLY TO ADJOURN THE PLANNING AND ZONING COMMISSION MEETING AT 8:25 PM.

Respectfully submitted by,

Barbra Galovich, Recording Clerk