



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 AND ZONING COMMISSION SPECIAL MEETING AGENDA MONDAY, JULY 29, 2024, 7:00 PM

**IN-PERSON ATTENDANCE: TOWN HALL ANNEX, 57 MAIN STREET, ELLINGTON, CT
REMOTE ATTENDANCE: ZOOM MEETING, INSTRUCTIONS PROVIDED BELOW**

This agenda shall serve as notice of a special meeting for the Ellington Planning & Zoning Commission to review and consider the following.

I. CALL TO ORDER:

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

III. NEW BUSINESS:

1. Informal discussion regarding Section 6.6 Access Management of the Ellington Zoning Regulations and a request from Hallisey, Pearson & Cassidy to allow two access points for Assessor Parcel Number 046-003-0002, a 20.98-acre vacant parcel on the west side of Route 83 in the Planned Commercial (PC) zone.

IV. ADMINISTRATIVE BUSINESS:

1. Approval of the June 24, 2024, Regular Meeting Minutes.
2. Correspondence/Discussion:
 - a. Discuss Airbnb's and the Ellington Zoning Regulations.
 - b. Pursuant to Connecticut General Statute Section 8-30j, review and amend Chapter 5 Housing and Residential Development and the Housing Needs Assessment from the 2019 Plan of Conservation and Development.

V. ADJOURNMENT:

Next Regular Meeting is scheduled for August 26, 2024.

Instructions to attend remotely via Zoom Meeting listed below. The agenda is posted on the Town of Ellington webpage (www.ellington-ct.gov) under Agenda & Minutes, Planning & Zoning Commission.

Join Zoom Meeting via link:

<https://us06web.zoom.us/j/82130378474>

Meeting ID: 821 3037 8474

Passcode: 467999

Join Zoom Meeting by phone:

1-646-558-8656 US (New York)

Meeting ID: 821 3037 8474

Passcode: 467999



TELEPHONE: (860) 529-6812
FAX: (860) 721-7709
Paul A. Hallisey, P.E. & L.S.
James P. Cassidy, P.E.

July 17, 2024

Ellington Planning and Zoning Commission
c/o Lisa M. Houlihan, Town Planner
55 Main Street
Ellington, CT 06029

RE: Request for Two Curb Cuts Along West Road (Rte. 83)

As this Commission may be aware, there is a retail development being proposed on the real property known as Assessor's Parcel 046 003 0003, West Road. This property is currently vacant and in the Planned Commercial (PC) Zone. It is a total of 20.98 acres, but the current retail development proposal is limited to approximately 3-acres.

It is our understanding that the current Rte. 83 Corridor Study Access Plan calls for access to this parcel to be limited to one curb cut to be placed directly opposite the driveway servicing the shopping plaza at 175 West Road. The applicant is respectfully requesting two curb cuts in the locations designated on the accompanying concept Schematic Overall Layout Plan. The applicant is asking that the Commission consider the unique features of this particular parcel, those being the substantial length of frontage along West Road and the presence of an intermittent watercourse that runs through the middle of it and give the applicant feedback as to whether strict adherence to this policy guideline is needed at this location.

This parcel has more than a quarter mile of frontage (1,522 feet) along West Road, which is significantly more than that of the surrounding parcels. For example, the shopping plaza directly across the street at 175 West Road has less than two-thirds the amount of frontage and two access points. Other vacant parcels along West Road may be able to be developed with just one curb cut, such as 124 West Road and 61 West Road, as they have significantly less frontage (315.75' and 485.09', respectively).

An intermittent watercourse runs in an east-west direction, essentially bisecting the parcel into two. This watercourse creates a natural dividing line or boundary of sorts, resulting in two developable halves. It follows, then, that each portion would need an accessway onto Rte. 83, for a total of two accessways. Since only this particular retail development is proposed as this time, it is not possible to depict the exact layout of the entire site, but it will be the intention moving forward that each half will have an internal interconnection so that the one accessway per side is sufficient. If a main,

centrally located accessway has to be developed instead, there will be direct impacts to the watercourse itself.

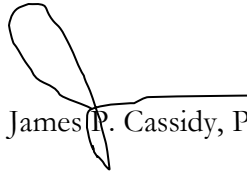
Furthermore, the property at 175 West Road has the unrestricted right to drain stormwater runoff into this watercourse via an easement (see E.L.R. Vol. 135, Page 79). If the applicant is required to provide a connection between these sites, it will require a culvert that could restrict this flow of stormwater runoff.

Both the direct wetland impacts that will be made necessary by a single drive and the potential stormwater conveyance and legal easement issues arising from changes to the culvert do appear to be significant and unnecessary complications and potential roadblocks altogether. They can be avoided by acknowledgment that two drives, separated as the concept plan shows, make more sense for this parcel. We believe that given the size of the parcel and geometry of West Road, that the traffic goals of the Corridor Study can be achieved with the two-driveway concept.

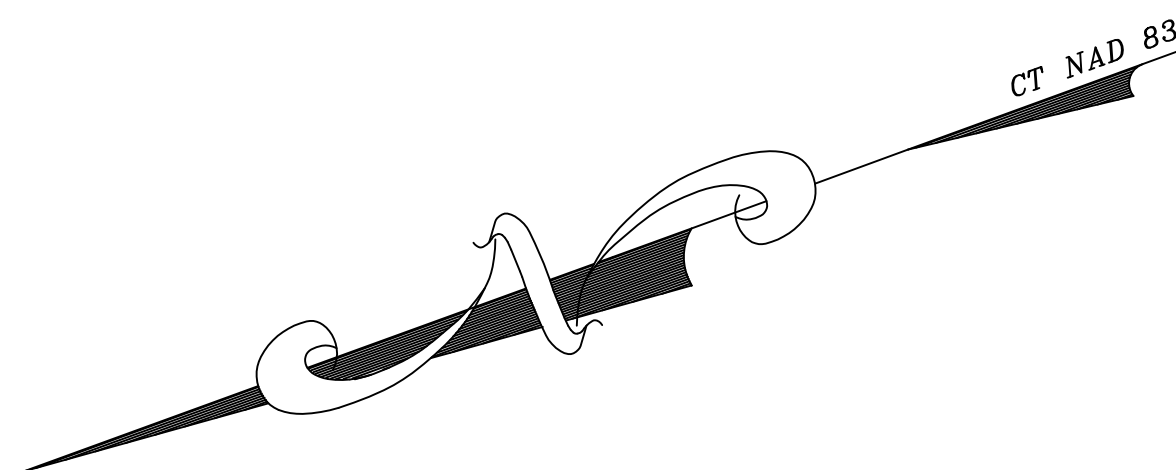
Because Rte. 83 is a state highway, this project will require an Encroachment Permit from the Connecticut Department of Transportation, subject to the requirements contained within the highway design manual. Per Section 11-8.03.01(5)b, multiple driveways are allowed provided they are spaced more than one third of the property frontage length apart. Rounding the frontage length to 1,500', having two curb cuts would be allowed, provide they were more than 500' apart. Section 11-8.03.01(5)b states that "No more than one combination entrance and exit shall be allowed for any property with frontage of less than 50 feet. Parcels having a frontage from 50 to 100 feet may be permitted two entrances if a minimum of one-third of the total frontage is used to separate driveways. Lots with frontage in excess of 100 feet shall conform to such driveway and channelization layout as the District Maintenance Manager shall prescribe."

Again, for the reasons stated above, the applicant feels that two curb cuts, placed at opposite ends of the property, are appropriate due the parcel's significant frontage and to reduce impacts to the regulated areas. We request an opportunity to speak informally to the Commission regarding the current policy's implications as to the development of this parcel. So that we may present additional information to the Commission and answer any questions they may have, would you please add this item to the agenda of the next meeting? Thank you.

Sincerely,

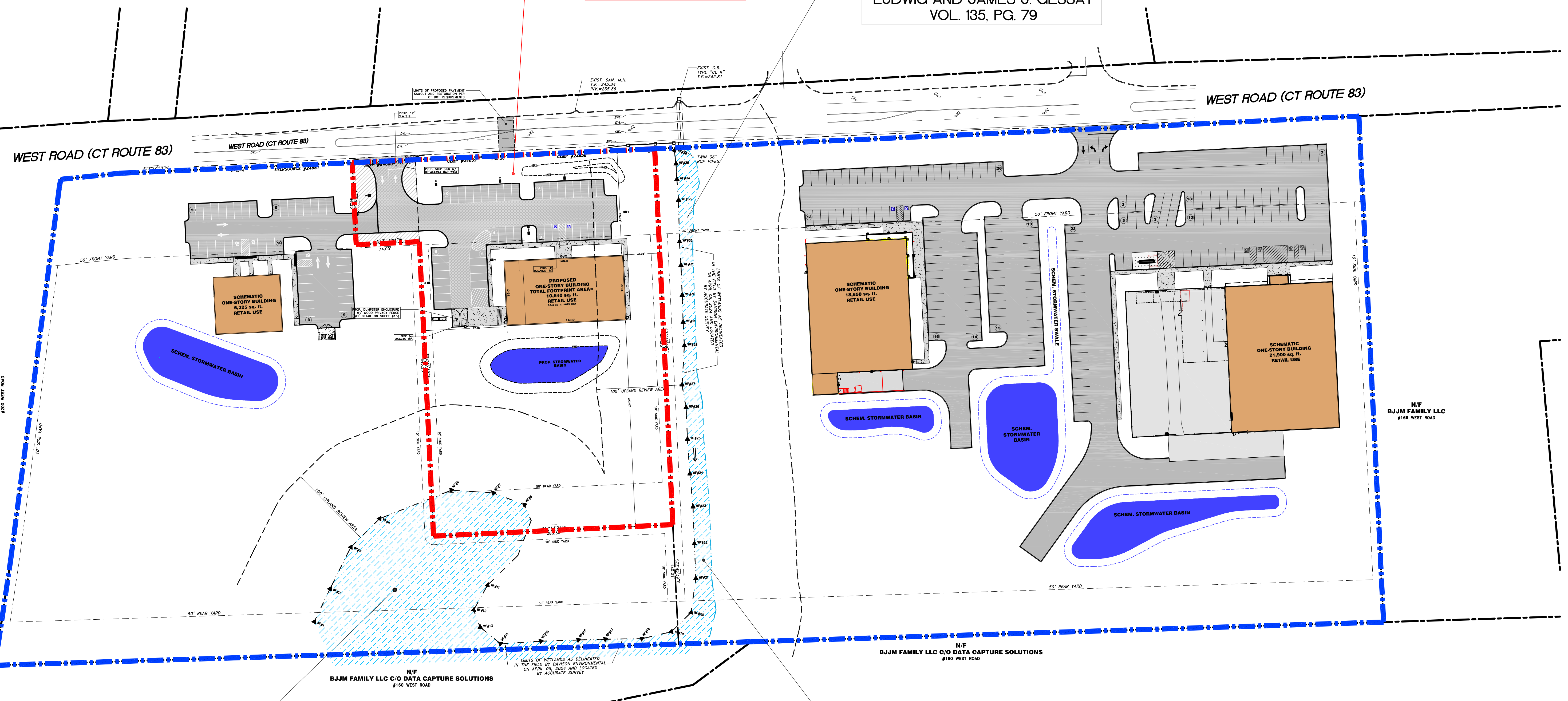
A handwritten signature in black ink, appearing to read "James P. Cassidy". The signature is written in a cursive style with a long horizontal stroke extending to the right.

James P. Cassidy, P.E.



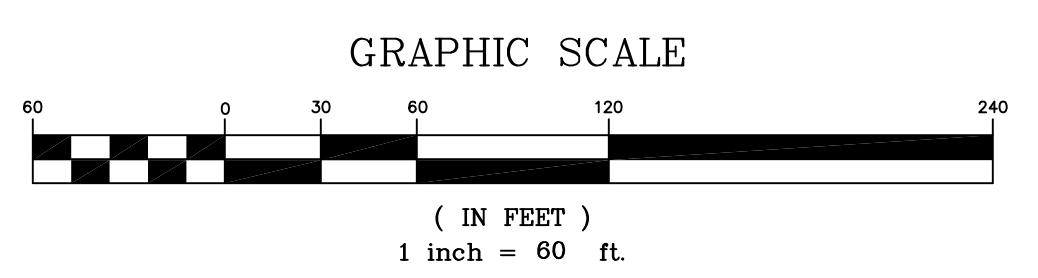
SUBJECT PROPERTY

DRAINAGE RIGHTS TO ROBERT A. LUDWIG AND JAMES J. GESSAY VOL. 135, PG. 79



LIMITS OF WETLANDS

EXIST. INTERMITTENT WATERCOURSE



LEGEND	
—	EXISTING PROPERTY LINE
- - -	EXISTING EDGE OF PAVEMENT
⊙	I.P. FND.
⊙	PIPE FND.
⊙	C.M.S. FND.
⊙	C.H.D. FND.
⊙	CONC. MERESTONE OR CHD FND.
—	EXISTING TREE LINE
—	EXISTING TELEPHONE POLE
—	EXISTING BIT. CURB
⊙	SOIL TEST LOCATION
—	EXISTING FENCE
- - -	PROPOSED PROPERTY LINE
~ ~ ~	PROPOSED TREE LINE
—	PROPOSED BIT. CURB
▨	AREA OF LIGHT DUTY PAVEMENT
▨	AREA OF HEAVY DUTY PAVEMENT
▨	PROPOSED CONCRETE

SCALE: 1"=60'	CHECKED BY: JPC
DATE: JULY 09, 2024	DRAWN BY: JMP
JOB No.: 3486	ACAD FILE: 3486-0A-S
SHEET: 1	OF: 2
REVISIONS:	

HALLISEY, PEARSON & CASSIDY
 CIVIL ENGINEERS & LAND SURVEYORS
 630 MAIN STREET, UNIT #1A
 CROMWELL, CONNECTICUT 06416
 PHONE: (860)-529-6812, FAX: (860)-721-7709

SCHEMATIC OVERALL LAYOUT PLAN
 PREPARED FOR
CALITO DEVELOPMENT GROUP
 PROPERTY LOCATED AT
 WEST ROAD (RT. #83)
 ELLINGTON, CONNECTICUT

Town of Ellington

Planning Department


57 Main ST., PO Box 187, Ellington, CT, 06029/Phone: 860-870-3120/Email: lhoulihan@ellington-ct.gov



MEMORANDUM

DATE: July 23, 2024

TO: Planning & Zoning Commission

FROM: Lisa M. Houlihan, AICP, Town Planner 

SUBJECT: Informal discussion regarding Section 6.6 Access Management of the Ellington Zoning Regulations and a request to allow two access points for Assessor Parcel Number 046-003-0002, a 20.98-acre vacant parcel on the west side of Route 83 in the Planned Commercial (PC) zone.

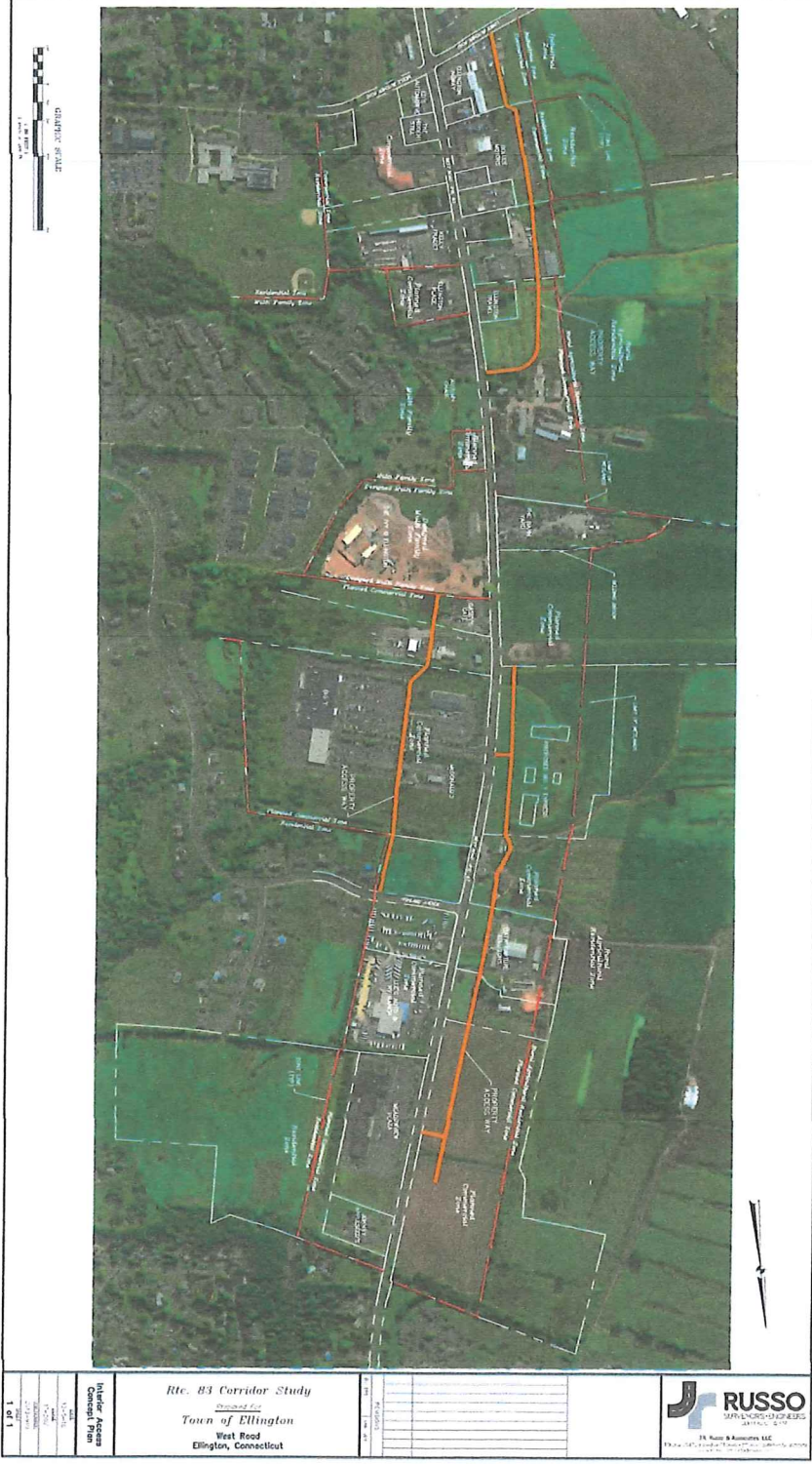
With regards to the above subject matter, I've compiled information to help you prepare for discussion on Monday, July 29, 2024. Enclosed you will find the following:

- Section 6.6 Access Management and Interior Access Concept Plan from the Ellington Zoning Regulations
- GIS aerial map for APN 046-003-0002 and 175 West Road, Meadowview Plaza
- Zone Change Map and Conceptual Site Plan for former APN 037-003-0000 (Z201923) and Subdivision Plan (S202021) for 124 & 128 West Road
- GIS aerial map for 124 & 128 West Road
- GIS aerial map for 61 West Road

Thank you for accommodating a special meeting to process the requested informal discussion and other agenda items.

Section 6.6 Access Management

- A. **Purpose** Traffic flow and roadway safety can be significantly reduced by the proliferation of access points and intersections along roadways. Access management is a technique used to promote safe movement of vehicles, smooth flow of traffic, preserve the capacity of roadways, reduce vehicular congestion and conflicts, and improve pedestrian and bicyclist safety especially along heavily trafficked roads and state highways.
- B. **Intent** This regulation is intended to control the number, size and location of access points, and the distance between access points, intersections and traffic signals, and require the use of shared access points and interconnections between abutting properties where feasible while allowing proper and adequate access to and from parcels.
- C. **Applicability** As determined by the commission or its agent, this regulation shall apply to Designed Multi-Family developments, division of land into two or more parcels, commercial and industrial developments, and modifications thereto along arterial and collector streets listed in Section 2.1.10 Highway Clearance Setback, (except for Hopkins Road) and along Lower Butcher Road, Tomoka Avenue and Meadow Brook Road.
- D. **General** The commission may require an applicant or owner to:
1. provide a traffic impact analysis, prepared by a professional engineer licensed in Connecticut, containing sufficient details based upon both existing levels of development and projected build out levels of development to review:
 - a. the number and location of necessary access points;
 - b. the nature and type of traffic circulation to and from premises and adjacent properties;
 - c. the relationship of new access points to adjacent properties, roadways, intersections and traffic signals;
 - d. interconnections between properties, parking layouts and internal traffic circulation;
 - e. a site layout depicting the parcel and adjacent parcels depicting roadways and access points; and,
 - f. other information requested by the commission.
 2. close an existing access point or eliminate a proposed access point.
 3. establish or use a shared access point and/or interconnection between properties in a location acceptable to the commission and record an easement on the land records if one does not already exist, defining construction and maintenance responsibility in favor of the abutting property and/or the Town of Ellington in a form acceptable to the town attorney.
- E. The commission may be guided by the Interior Access Concept Plan for Route 83, as may be amended, when considering access management techniques for properties along Route 83.



1 of 1
 1:00000000.DWG
 2024.07.10
 10:00 AM

Rte. 83 Corridor Study
Proposed Use
Town of Ellington
West Road
Ellington, Connecticut


RUSSO
 ARCHITECTS & ENGINEERS
 175 Main Street
 Ellington, CT 06029
 Tel: 860.442.1234
 Fax: 860.442.1235
 www.russoarchitects.com

APN 046-003-0002 & Meadowview Plaza



Property Information

Property ID	046 003 0002
Location	WEST RD
Owner	ALSALEH ABDULSALAM M 70% + SMITH ZAK 30%

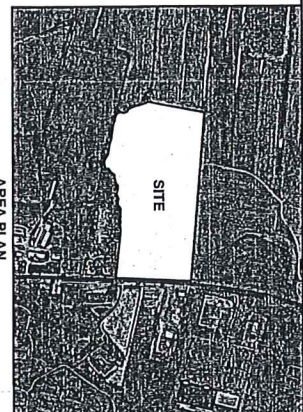
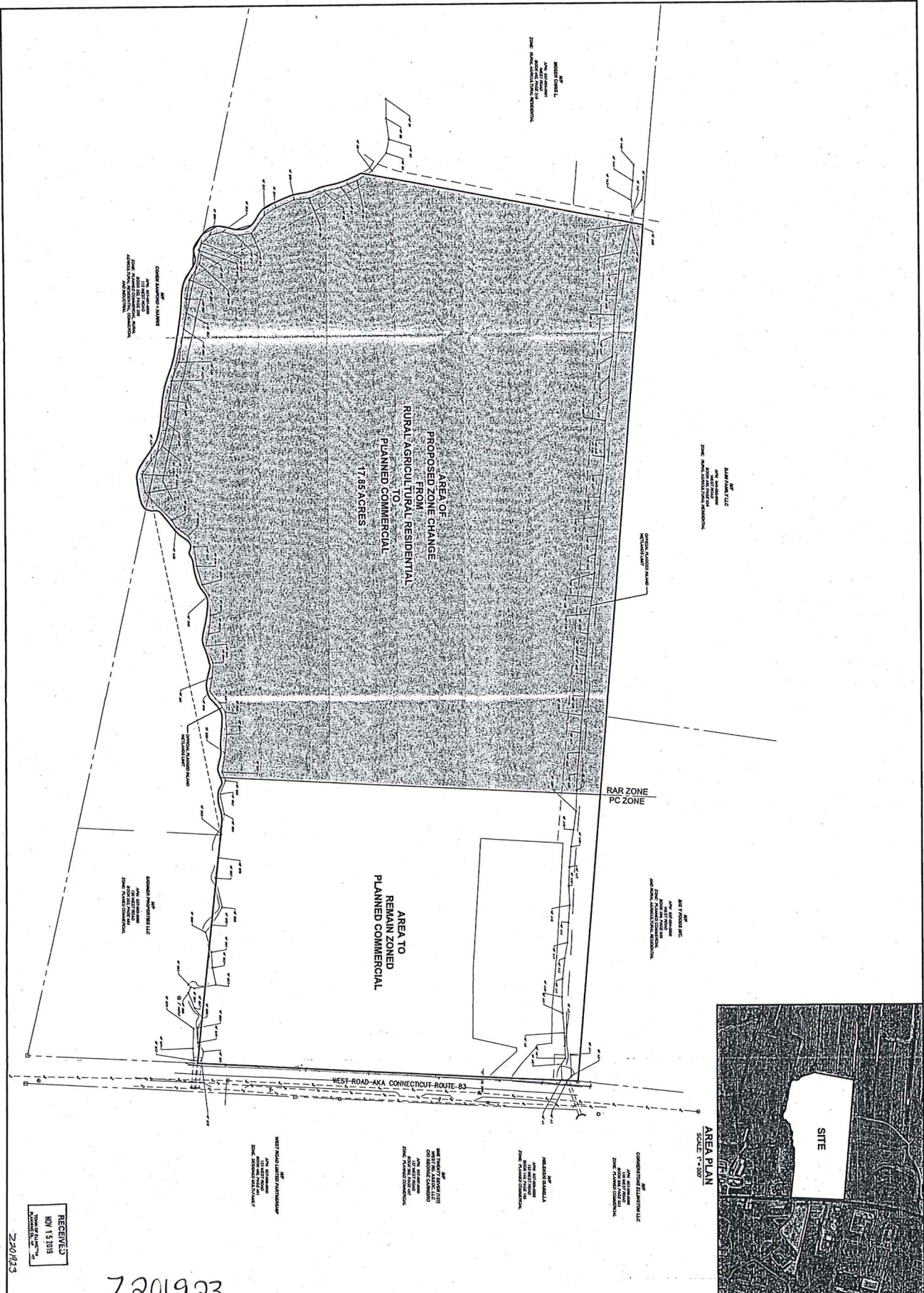


**MAP FOR REFERENCE ONLY
NOT A LEGAL DOCUMENT**

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 11/11/2021
Data updated daily

Print map scale is approximate. Critical layout or measurement activities should not be done using this resource.



RECEIVED
 NOV 15 2019
 TOWN OF ELLINGTON

2201923

ZC-1

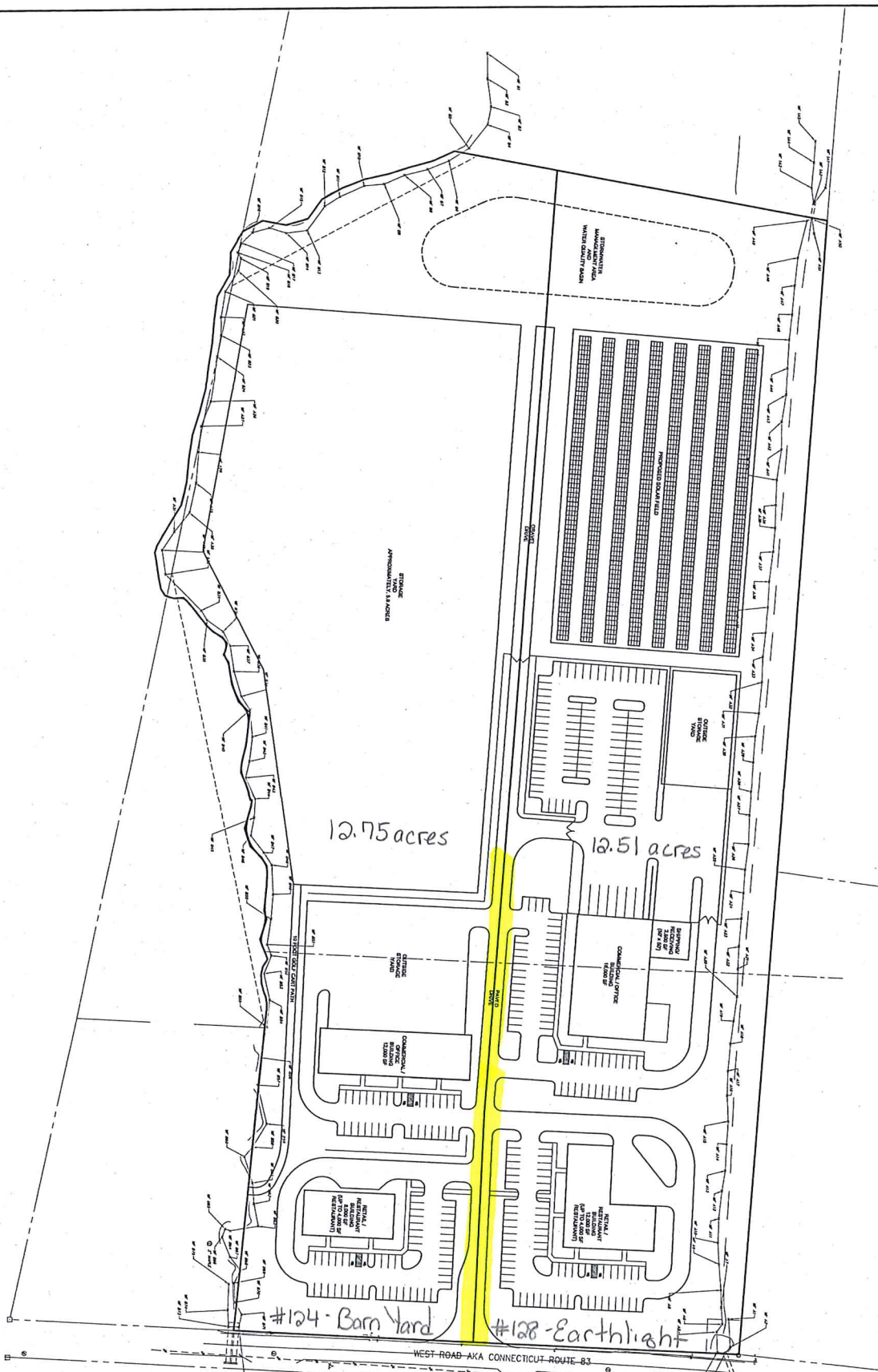
PROPOSED ZONE CHANGE
 PREPARED FOR
SKINNER & SCHNEIDER PARTIES
 120 WEST ROAD
 ELLINGTON, CONNECTICUT

Date: 11-xx-2019 Drawn by: KLL Job no: 19171
 Scale: 1" = 20' Checked by: GAH Sheet no: 1 OF 1

Revisions:		
No.	Date	Description



F. A. Hesketh & Associates, Inc.
 8 Creamery Brook, East Grafton, CT 06028
 Phone (860) 653-8000 Fax (860) 644-8800
 www.fah.com mail@fah.com




12.75 acres

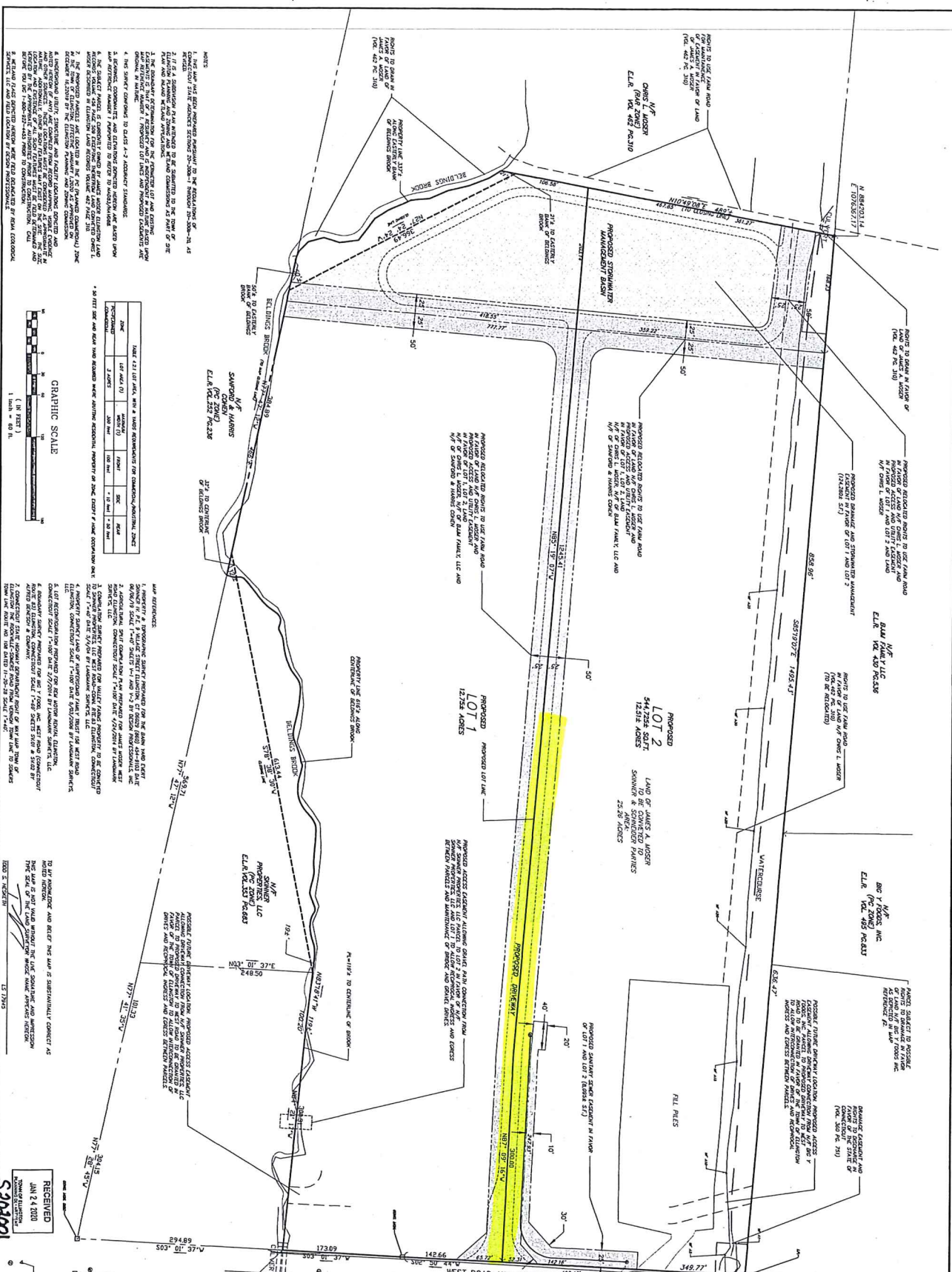
12.51 acres

Formerly APN 037-003-0000, subdivided and assigned 124 & 128 West Road

2201923

RECEIVED
NOV 13 2019
Town of Ellington

CP-1	CONCEPTUAL SITE PLAN		Revisions:	
	No.	Date	Description	
PREPARED FOR SKINNER & SCHNEIDER PARTIES 120 WEST ROAD ELLINGTON, CONNECTICUT				
Date: 11-XX-2019 Drawn by: KLL Job no: 19171 Scale: 1" = 60' Checked by: GAN Sheet no: 1 OF 1				
			F. A. Hesketh & Associates, Inc. 3 Creamery Brook, East Granby, CT 06026 Phone (860) 653-8000 Fax (860) 644-8600 <small>CM & Traffic Engineers • Surveyors • Planners • Landscape Architects www.fah.com mail@fah.com</small>	



- NOTES:**
- 1. THE LAND IS BEING SUBDIVIDED IN ACCORDANCE WITH THE REQUIREMENTS OF 8-137 OF THE CONNECTICUT GENERAL STATUTES.
 - 2. THE PLAN IS TO BE REVIEWED BY THE TOWN ENGINEER FOR CONFORMANCE WITH THE REQUIREMENTS OF 8-137 OF THE CONNECTICUT GENERAL STATUTES.
 - 3. THE PLAN IS TO BE REVIEWED BY THE TOWN ENGINEER FOR CONFORMANCE WITH THE REQUIREMENTS OF 8-137 OF THE CONNECTICUT GENERAL STATUTES.
 - 4. THE PLAN IS TO BE REVIEWED BY THE TOWN ENGINEER FOR CONFORMANCE WITH THE REQUIREMENTS OF 8-137 OF THE CONNECTICUT GENERAL STATUTES.
 - 5. THE PLAN IS TO BE REVIEWED BY THE TOWN ENGINEER FOR CONFORMANCE WITH THE REQUIREMENTS OF 8-137 OF THE CONNECTICUT GENERAL STATUTES.
 - 6. THE PLAN IS TO BE REVIEWED BY THE TOWN ENGINEER FOR CONFORMANCE WITH THE REQUIREMENTS OF 8-137 OF THE CONNECTICUT GENERAL STATUTES.
 - 7. THE PLAN IS TO BE REVIEWED BY THE TOWN ENGINEER FOR CONFORMANCE WITH THE REQUIREMENTS OF 8-137 OF THE CONNECTICUT GENERAL STATUTES.
 - 8. THE PLAN IS TO BE REVIEWED BY THE TOWN ENGINEER FOR CONFORMANCE WITH THE REQUIREMENTS OF 8-137 OF THE CONNECTICUT GENERAL STATUTES.

GRAPHIC SCALE

(IN FEET)

0	20	40	60	80	100	120	140	160	180	200
---	----	----	----	----	-----	-----	-----	-----	-----	-----

- PLAN REFERENCE:**
- 1. PROPERTY A SUBDIVISION PLAN FOR THE MAIN ROAD CENTERLINE OF 130 WEST ROAD, DT 1978 (1982) AS SHOWN ON THE PLAN SHEET 1 OF 1 DATED 11/24/81.
 - 2. A DEVELOPMENT PLAN FOR THE MAIN ROAD CENTERLINE OF 130 WEST ROAD, DT 1978 (1982) AS SHOWN ON THE PLAN SHEET 1 OF 1 DATED 11/24/81.
 - 3. A DEVELOPMENT PLAN FOR THE MAIN ROAD CENTERLINE OF 130 WEST ROAD, DT 1978 (1982) AS SHOWN ON THE PLAN SHEET 1 OF 1 DATED 11/24/81.
 - 4. A DEVELOPMENT PLAN FOR THE MAIN ROAD CENTERLINE OF 130 WEST ROAD, DT 1978 (1982) AS SHOWN ON THE PLAN SHEET 1 OF 1 DATED 11/24/81.
 - 5. A DEVELOPMENT PLAN FOR THE MAIN ROAD CENTERLINE OF 130 WEST ROAD, DT 1978 (1982) AS SHOWN ON THE PLAN SHEET 1 OF 1 DATED 11/24/81.

REVISIONS:

No.	Date	Description
1	01-10-2020	Drawn by DRT Job no: 19171
2	01-10-2020	Checked by GAN

RECEIVED
 JAN 24 2020
 5:20:20 PM
 E:\10778\100
 ELEV. 202.27

S202021
 Formerly APN 037-03-0000, subdivided and assigned 124 + 128 West Road

SUBDIVISION PLAN

SKINNER & SCHNEIDER PARTIES
 130 WEST ROAD
 ELLINGTON, CONNECTICUT

Date: 01-10-2020
 Scale: 1" = 60'

No.	Date	Description

Sheet no: 1 OF 1

F. A. Hesketh & Associates, Inc.
 8 Creamery Brook, East Granby, CT 06026
 Phone (860) 651-6000 Fax (860) 844-6000
 www.fahesketh.com

Former 037-003-0000 Subdivided (S202001) to create 124 & 128 West Road



Property Information

Property ID 037 003 0000
Location 124 WEST RD
Owner EIGHTY THREE (83) NORTH PROPERTIES LLC



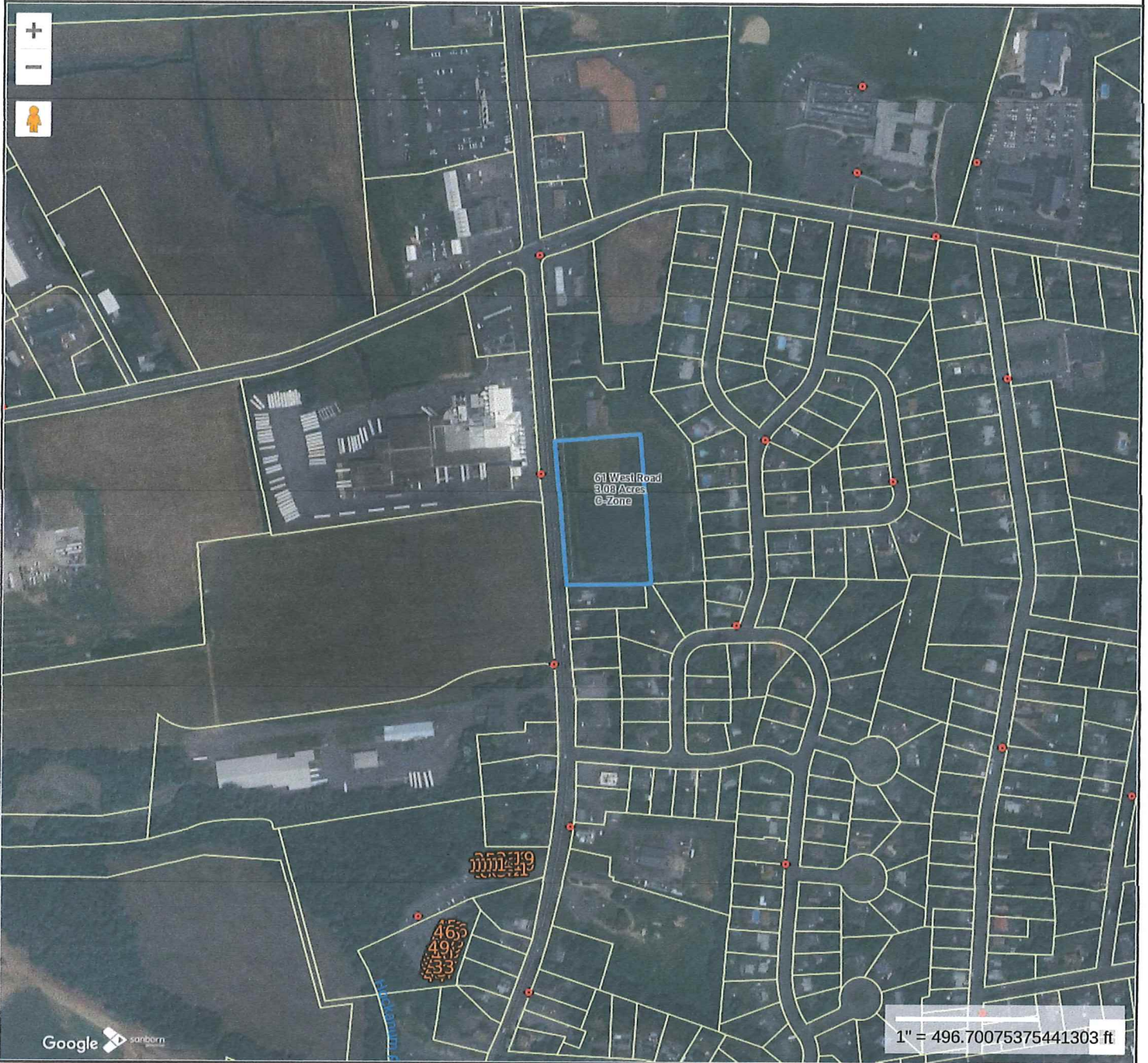
**MAP FOR REFERENCE ONLY
NOT A LEGAL DOCUMENT**

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 11/11/2021
Data updated daily

Print map scale is approximate. Critical layout or measurement activities should not be done using this resource.

61 West Road, 3.08 acres, C-Zone



Property Information

Property ID 019 009 0000
Location 61 WEST RD
Owner FARM HOLDINGS LLC



**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 11/11/2021
Data updated daily

Print map scale is approximate. Critical layout or measurement activities should not be done using this resource.



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, JUNE 24, 2024, 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, SECRETARY ROBERT SANDBERG, JR., REGULAR MEMBERS WILLIAM HOGAN (arrived at 7:04 pm), JON MOSER, MICHAEL SWANSON, AND ALTERNATE RACHEL DEARBORN

MEMBERS ABSENT: REGULAR MEMBER F. MICHEAL FRANCIS AND ALTERNATE JEREMIAH WILLIAMS

STAFF PRESENT: LISA HOULIHAN, TOWN PLANNER AND BARBRA GALOVICH, RECORDING CLERK (via zoom)

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, hearing may be opened.)*

1. Z202406 – S & S Realty, LLC, owner/applicant, request to modify Site Plan Approval granted November 26, 2018, to remove the requirement to screen outside storage area north of building and accept the installation of fence posts versus timber rail fence for the delineation of parking areas at 40 Lower Butcher Road, APN 018-017-0002, in an Industrial (I) Zone.

Time: 7:01 pm

Seated: Kelly, Sandberg, Hogan, Moser, Swanson and Dearborn

Steven Hamilton, 160 Porter Road, and Stephen Giroux, 84 Westview Drive, Broad Brook, CT were present to represent the application.

Chairman Arlo Hoffman recused himself from the application. Vice Chairman Sean Kelly opened the public hearing. Lisa Houlihan, Town Planner, noted the applicant received a Performance Bond in April 2021 to allow them to occupy the building before all the site improvements were complete. The Town Engineer's comments from December 22, 2018, confirm three of the bonded items have been finished, and a recent site visit verified that the accessible parking space has been stripped. The total Performance Bond is \$18,300.00, and \$12,635.00 in bonded items are now complete. The remaining bond balance includes a 10% contingency and \$4,000.00 for timber rail fencing that is supposed to be installed at the edge of the parking area. The applicant is requesting the commission amend the 2018 approval and remove the requirement to install the fenced-in outside storage to the north of the building and accept the timber fence posts rather than require timber rail fencing. The outside storage area was not bonded since the applicants intend to use the area for loading and parking of equipment.

Pictures of the site were taken on June 20, 2024, by John Colonese, Assistant Planner Wetlands Zoning Officer, and reviewed during the meeting. The photos showed an overall view of the parking area and individual parking spaces. Within the spaces are miscellaneous items like a lawn mower, a trailer and car, pallets with different types of blocks/curbing, tires, dumpsters, and equipment.

Steven Hamilton explained the dumpsters that are within the parking area are there to be emptied and go back into the units after pickup. Alternate Dearborn has seen trusses stored outside and at times stacked as high as the building. She also cited materials being stored in designated parking spaces and stated the approval requires storage to be within the screened outside storage area or within the units. Alternate Dearborn questioned the pavement along the driveway shown on the as built over the abutting property's property line. The plan indicates temporary rights, but if the pavement is permanent the easement needs to provide perpetual rights. Alternate Dearborn asked if the approvals include hours of operation sharing that she has witnessed deliveries at 2 am. The Special Permit did not include hours of operation.

Commissioner Hogan asked Alternate Dearborn about trusses stored on the north end of the parking area. Steve Hamilton explained the trusses are made inside the building and only moved outside the day they are scheduled to be picked up.

Lisa Houlihan noted at the time of approval Section 6.2.5(a) of the Zoning Regulations stated parking shall not be closer than 20' to an industrial building. The regulation has changed since then to 10' from the building. Alternate Dearborn said there are vehicles parked at liberty everywhere within the site. Stephen Giroux agreed the tenants are not supposed to keep materials outside of the building. Lisa Houlihan noted the only line stripping that was required was the accessible parking space. After a brief discussion, it was determined the requirement of line stripping the parking was not necessary since the parking area is not constructed with asphalt and the assigned parking spaces for each unit is posted on the timber posts. Steven Hamilton stated each tenant has their own designated parking; commission members are concerned with tenant parking in front of the building and Commissioner Bill Hogan suggested the applicant paint the separation distance from the building on the millings and maintain it annually.

Commissioner Bill Hogan asked if tenant lease agreements include the restriction for outside storage of materials and refuse containers and parking in assigned spaces and not in front of the building. The owners confirmed lease agreements do include the mentioned standards. Commission Hogan stated it's the owner's responsibility to uphold the site management standards. Secretary Sandberg said dumpsters should not be stored outside for more than a day.

Lisa Houlihan stated if the commission agrees to accept the timber posts instead of the timber rail fence, the commission may release the Performance Bond of \$18,300.00.

MOVED (SANDBERG) SECONDED (SWANSON) AND PASSED UNANIMOUSLY TO CLOSE THE PUBLIC HEARING FOR Z202406 – S & S Realty, LLC, owner/applicant, request to modify Site Plan Approval granted November 26, 2018, to remove the requirement to screen outside storage area north of building and accept the installation of fence posts versus timber rail fence for the delineation of parking areas at 40 Lower Butcher Road, APN 018-017-0002, in an Industrial (I) Zone.

MOVED (SANDBERG) SECONDED (SWANSON) AND PASSED UNANIMOUSLY TO APPROVE WITH CONDITIONS FOR Z202406 – S & S Realty, LLC, owner/applicant, request to modify Site Plan Approval granted November 26, 2018, to remove the requirement to screen outside storage area north of building and accept the installation of fence posts versus timber rail fence for the delineation of parking areas at 40 Lower Butcher Road, APN 018-017-0002, in an Industrial (I) Zone.

CONDITION(S):

1. Grant release of Performance Bond of \$18,300.00
2. Post no parking signs on the building at each unit.
3. No parking within 10' of the building.

IV. OLD BUSINESS: None

V. NEW BUSINESS: None

VI. ADMINISTRATIVE BUSINESS:

1. Approval of the April 22, 2024, Regular Meeting Minutes.

MOVED (SWANSON) SECONDED (SANDBERG) (HOGAN – ABSTAINED) AND PASSED TO APPROVE APRIL 22, 2024, REGULAR MEETING MINUTES AS WRITTEN.

2. Correspondence/Discussion:

- a. One year review for new athletic lights at Robert Tedford Memorial Park, 45 Sadds Mill Road, (Z202303); Pinney Street Park, APN 017-020-0000, (Z202304); and, Ellington High School, 37 Maple Street, (Z202305).

Vice Chairman Kelly stated the Pinney Street Park field lights are installed, and the footings for the parking lot lights are to be completed in July. Robert Tedford Memorial Park field lights are installed and the footings for the parking lot will be completed by the end of July. As for the High School, all lights should be installed by the end of August. The Public Works Department would like to have this project completed before the beginning of the school year. The Commission agreed to review the lights again in January 2025.

- b. Pursuant to Connecticut General Statute Section 8-30j, discussion regarding review and amendment of affordable housing plan, Chapter 5 – Housing and Residential Development and the Housing Needs Assessment appendix from the 2019 Plan of Conservation and Development.

Lisa Houlihan noted Chapter 5 of the Plan of Conservation and Development is required to be reviewed and amended every five (5) years. The Commission discussed some possible ideas for promoting more attainable housing. Lisa asked the commission to think of ideas to get more workforce housing, noting a regulation amendment is needed to accomplish it. Lisa went on a site visit to Stafford's Assistant Living Facility, and learned about how the process works to get funds for an Assistant Living Facility. The Commission discussed considering changing the regulations and tiny homes without having a foundation requirement as an assessor dwelling unit. Jon Moser talked about having community areas, which would have multiple tiny homes, community well and septic on one parcel.

- c. Dark Sky International proposal to State Building Code for Light Pollution Reduction.

Vice Chairman Kelly noted the receipt of the Dark Sky documentation received by the Planning Department. Lisa Houlihan noted this proposal is being considered by the State to be incorporated into the State Building Code.

Commission Hogan noted there are teardrop flags at the five corners, and many temporary signs along Route 83 in front of J Rego's and Lee's Auto that violate zoning regulations.

Chairman Hoffman said someone at the Board of Education reached out asking if the commission would consider changing their regulations to allow a digital informational detached sign at the High School. There used to be an internally lit manual bulletin board sign at the school but it was recently damaged by an auto accident and school officials are looking to replace it. Roundtable discussion ensued but no definitive direction reached.

VIII. ADJOURNMENT:

MOVED (SWANSON) SECONDED (MOSER) AND PASSED UNANIMOUSLY TO ADJOURN THE PLANNING AND ZONING COMMISSION MEETING AT 8:15 PM.

Respectfully submitted,

Barbra Galovich, Recording Clerk