



STATE OF CONNECTICUT – COUNTY OF TOLLAND
INCORPORATED 1786

TOWN OF ELLINGTON

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PLANNING AND ZONING COMMISSION REGULAR MEETING MINUTES MONDAY, MARCH 31, 2025, 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, F. MICHAEL FRANCIS, JON MOSER, MICHAEL SWANSON AND ALTERNATES JEREMIAH WILLIAMS AND RYAN ORSZULAK

MEMBERS ABSENT: REGULAR MEMBER WILLIAM HOGAN

STAFF PRESENT: BARBRA GALOVICH, RECORDING CLERK

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

Chairman Hoffman welcomed and introduced Ryan Orszulak to the Planning & Zoning Commission as the new alternate.

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

III. PUBLIC HEARINGS:

1. Z202501 - West Meadow Associates, LLC, owner/Kimberly Newman-Savino (The Revival Room), applicant, Pursuant to Table 4.1 Permitted Uses & Uses Requiring Special Permit in Commercial & Industrial zones request for special permit to allow a personal service business at 106 West Road, APN 028-011-0000, in a Planned Commercial (PC) zone.

Time: 7:00 pm

Seated: Hoffman, Kelly, Sandberg, Francis, Moser, Swanson and Williams

Kimberly Newman-Savino, 41 Mountain Road, Manchester, CT was present to represent the application. Kimberly is looking for approval to open a massage therapy facility where the Ellington Travel business was at 106 West Road. Kimberly stated the business will occupy the first floor. Vice Chairman Kelly asked about North Central District Health Department's comments pertaining to the water. Kimberly noted the water will be tested and the results will determine if the well water is safe to consume. Should the water test poorly, then Kimberly will provide bottled water for consumption.

Barbra Galovich noted the proposed hours of operation will be Mondays through Fridays from 9:00 am to 9:00 pm, Saturdays and Sundays from 10:00 am to 5:00 pm. Commissioner Swanson asked about any proposed signage for the business. Kimberly stated there will be a freestanding sign in the same location on the site. Commissioner Swanson noted the sign should not be internally illuminated. Kimberly will need to pull a zoning permit for the proposed signage on site.

There were no public comments regarding the application.

MOVED (SANDBERG) SECONDED (SWANSON) AND PASSED UNANIMOUSLY TO CLOSE THE PUBLIC HEARING FOR Z202501 - West Meadow Associates, LLC, owner/Kimberly Newman-Savino (The Revival Room), applicant, Pursuant to Table 4.1 Permitted Uses & Uses Requiring Special Permit in Commercial & Industrial zones request for special permit to allow a personal service business at 106 West Road, APN 028-011-0000, in a Planned Commercial (PC) zone.

MOVED (KELLY) SECONDED (FRANCIS) AND PASSED UNANIMOUSLY TO APPROVE w/CONDITION(S) FOR Z202501 - West Meadow Associates, LLC, owner/Kimberly Newman-Savino (The Revival Room), applicant, Pursuant to Table 4.1 Permitted Uses & Uses Requiring Special Permit in Commercial & Industrial zones request for special permit to allow a personal service business at 106 West Road, APN 028-011-0000, in a Planned Commercial (PC) zone.

CONDITION(S)

1. SUBJECT TO NORTH CENTRAL DISTRICT HEALTH DEPARTMENT'S COMMENTS.

2. Z202502 - R&S Gerber Construction, LLC, owner/ applicant, request for modifications to Site Plan and Special Permit to construct an 80x100 addition at 1 Nutmeg Drive, APN 017-022-0008, in an Industrial (I) zone.

TIME: 7:08 PM

SEATED: Hoffman, Kelly, Sandberg, Francis, Moser, Swanson and Orszulak

Steven Gerber, 3 Stony Brook Trail, Ellington, CT, was present to represent the application.

Steven Gerber said the application is for an 80x100 addition to the building for storage and garage space to the rear of the existing structure located at 1 Nutmeg Drive. The new addition is proposed to match the existing structure with a green roof and beige color siding. Steven noted there are multiple vehicles and equipment on the site, and they would like to park them in the proposed garage. Steven noted there will be four overhead doors on the north side of the garage and two bay doors on the south side of the garage. Both sides of the garage will have two regular doors.

Secretary Sandberg confirmed with Steven Gerber the proposed conditions of approval. Steven acknowledged the Ellington Water Pollution Control Authority will need an additional flow allocation request completed if additional flow is required.

Vice Chairman Kelly inquired about the northern berm's landscaping. Steven stated that the berm is established with grass seed and maintained twice a year. Kathy Heminway from the Design Review Board, offered to meet the owners on site to review planting locations; Steven agreed to install arborvitae as suggested. There were no public comments regarding the application.

MOVED (KELLY) SECONDED (FRANCIS) AND PASSED UNANIMOUSLY TO CLOSE THE PUBLIC HEARING FOR Z202502 - R&S Gerber Construction, LLC, owner/ applicant, request for modifications to Site Plan and Special Permit to construct an 80x100 addition at 1 Nutmeg Drive, APN 017-022-0008, in an Industrial (I) zone.

MOVED (SANDBERG) SECONDED (KELLY) AND PASSED UNANIMOUSLY TO APPROVE w/CONDITIONS FOR Z202502 - R&S Gerber Construction, LLC, owner/ applicant, request for modifications to Site Plan and Special Permit to construct an 80x100 addition at 1 Nutmeg Drive, APN 017-022-0008, in an Industrial (I) zone.

CONDITIONS:

1. As recommended by the Design Review Board (March 24, 2025, meeting), add green giant arborvitae along the north side of the property to screen the facility.

2. Approval does not include the installation of utilities to Lot 9, shaded area as shown on site plan prepared for Gerber Construction, Inc., 1 & 3 Nutmeg Drive, Ellington, Connecticut, prepared by Landmark Surveys, LLC, 62 Lower Butcher Road, Ellington, Connecticut, scale: 1" = 40' dated 4-18-2024.
3. Z2020503 - Town of Ellington, owner/ Ellington Planning & Zoning Commission, applicant, for proposed Zoning Regulation amendments to reflect the updated Connecticut Guidelines for Soil Erosion and Sediment Control and include Low Impact Development Standards.

Time: 7:19 pm

Seated: Hoffman, Kelly, Sandberg, Francis, Moser, Swanson and Orszulak

BY CONSENSUS, THE COMMISSION CONTINUED THE PUBLIC HEARING TO MONDAY, MAY 19, 2025, 7PM, TOWN HALL ANNEX, 57 MAIN STREET, ELLINGTON, AND ZOOM VIDEO CONFERENCING FOR Z2020503 – Town of Ellington, owner/ Ellington Planning & Zoning Commission, applicant, for proposed Zoning Regulation amendments to reflect the updated Connecticut Guidelines for Soil Erosion and Sediment Control and include Low Impact Development Standards.

IV. NEW BUSINESS:

1. **BY CONSENSUS, RECEIVED AND SCHEDULED A PUBLIC HEARING FOR APRIL 28, 2025, 7PM, TOWN HALL ANNEX, 57 MAIN STREET, ELLINGTON, AND ZOOM VIDEO CONFERENCING FOR Z202504** – Town of Ellington, owner / Ellington Little League, applicant, request for modification to Special Permit to extend lighting hours for field M2 on Fridays and Saturdays from 9:00 pm to 10:00 pm, 45 Sadds Mill Road, APN 079-004-0000, in a Rural Agricultural Residential (RAR) zone.
2. **BY CONSENSUS, RECEIVED AND SCHEDULED A PUBLIC HEARING FOR APRIL 28, 2025, 7PM, TOWN HALL ANNEX, 57 MAIN STREET, ELLINGTON, AND ZOOM VIDEO CONFERENCING FOR Z202505** – Gale Construction Inc., owner/Gregory J. Gale, applicant, request for Special Permit for earth excavation, screening, and crushing of concrete and asphalt materials at 90 Sadds Mill Road, APN 079-002-0000 in a RAR (Rural Agricultural Residential) Zone.
3. **BY CONSENSUS, RECEIVED AND SCHEDULED A PUBLIC HEARING FOR APRIL 28, 2025, 7PM, TOWN HALL ANNEX, 57 MAIN STREET, ELLINGTON, AND ZOOM VIDEO CONFERENCING FOR Z202506** – Kayder Properties, LLC, owner/Syn-mar Products, Inc., applicant, request for modifications to Site Plan and Special Permit to construct a 12,012-sf addition, parking/loading area, and associated site improvements at 5 Nutmeg Drive, APN 017-022-0007 in an Industrial (I) zone.
4. **BY CONSENSUS, RECEIVED AND SCHEDULED A PUBLIC HEARING FOR APRIL 28, 2025, 7PM, TOWN HALL ANNEX, 57 MAIN STREET, ELLINGTON, AND ZOOM VIDEO CONFERENCING FOR S202502** – Philip Bahler, owner/applicant, request to modify 2007 resubdivision approval and re-subdivide to create one new lot at 20 Punkin Drive, APN 120-026-0004 in a Rural Agricultural Residential (RAR) zone.
5. **BY CONSENSUS, RECEIVED AND SCHEDULED A PUBLIC HEARING FOR APRIL 28, 2025, 7PM, TOWN HALL ANNEX, 57 MAIN STREET, ELLINGTON, AND ZOOM VIDEO CONFERENCING FOR Z202507** - Philip Bahler, owner/applicant, pursuant to Section 3.1.3 of the Ellington Zoning Regulations request to construct a 54'x36' detached accessory structure w/ 14'x36' overhang for more than 3 garages at 20 Punkin Drive, APN 120-026-0004 in a Rural Agricultural Residential (RAR) zone.

V. ADMINISTRATIVE BUSINESS:

1. Approval of February 24, 2025, Regular Meeting Minutes.

MOVED (SWANSON), SECONDED (SANDBERG) AND PASSED UNANIMOUSLY TO APPROVE FEBRUARY 24, 2025, REGULAR MEETING MINUTES AS AMENDED.

2. Election of Officers

CHAIRMAN POSITION:

MOVED (KELLY) TO NOMINATE COMMISSIONER (HOFFMAN) FOR CHAIRMAN OF THE PLANNING & ZONING COMMISSION FOR THE YEAR OF 2025.

COMMISSIONER (HOFFMAN) ACCEPTED THE NOMINATION. HEARING NO FURTHER NOMINATIONS, NOMINATIONS WERE CLOSED.

MOVED (SANDBERG) SECONDED (KELLY) AND PASSED UNANIMOUSLY TO ELECT COMMISSIONER (HOFFMAN) FOR CHAIRMAN OF THE PLANNING & ZONING COMMISSION FOR THE YEAR OF 2025.

VICE-CHAIRMAN POSITION:

MOVED (SWANSON) TO NOMINATE COMMISSIONER (KELLY) FOR VICE-CHAIRMAN OF THE PLANNING & ZONING COMMISSION FOR THE YEAR OF 2025.

COMMISSIONER (KELLY) ACCEPTED THE NOMINATION. HEARING NO FURTHER NOMINATIONS, NOMINATIONS WERE CLOSED.

MOVED (SWANSON) SECONDED (SANDBERG) AND PASSED UNANIMOUSLY TO ELECT COMMISSIONER (KELLY) FOR VICE-CHAIRMAN OF THE PLANNING & ZONING COMMISSION FOR THE YEAR OF 2025.

SECRETARY POSITION:

MOVED (KELLY) TO NOMINATE COMMISSIONER (SANDBERG) FOR SECRETARY OF THE PLANNING & ZONING COMMISSION FOR THE YEAR OF 2025.

COMMISSIONER (SANDBERG) ACCEPTED THE NOMINATION. HEARING NO FURTHER NOMINATIONS, NOMINATIONS WERE CLOSED.

MOVED (SWANSON) SECONDED (MOSER) AND PASSED UNANIMOUSLY TO ELECT COMMISSIONER (SANDBERG) FOR SECRETARY OF THE PLANNING & ZONING COMMISSION FOR THE YEAR OF 2025.

3. Correspondence/Discussion:

- a. Ellington Affordable Housing Plan and Discussion Regarding Ellington Zoning Regulation 3.6 Designed Multi-Family Zone and 3.6.7 Workforce Housing Provision.

Commissioner Francis stated a few individuals have asked about the statues on the affordable housing proposal at 59 Maple Street. Commissioner Swanson said the Board of Selectman briefly discussed the project at their last meeting. The Board of Selectman do not currently have a master plan and stated they are supposed to have a meeting with Millennial Management Company to discuss proposed projects and possible grants. In order for the Housing Authority to move forward with the parcel next to the High School, it will need to be deeded to the Ellington Housing Authority. Chairman Hoffman ask if the Town Administrator or someone from the Board of Selectman can attend the Planning & Zoning Commission

meeting on May 19, 2025, for an update on the project.

VI. ADJOURNMENT:

**MOVED (FRANCIS) SECONDED (WILLIAMS) AND PASSED UNANIMOUSLY TO ADJOURN
THE PLANNING AND ZONING COMMISSION MEETING AT 7:39 PM.**

Respectfully submitted,

Barbra Galovich, Recording Clerk