

Planning & Zoning Commission Hybrid Meeting Minutes
August 20, 2025, 7:00 P.M.
Putnam Municipal Complex
Room 201 Second Floor
200 School Street
Putnam, CT 06260

Present: Patricia Hedenberg-Chair, Douglas Taylor, Elisabeth "Liz" Thompson, Lisa-Jean Clifford, Nick Huston

Agenda:

Continued the public hearing on Docket # 2025-06 Homes at School LLC request for a special permit for multi-family dwellings in accordance with Section 702 of the Town of Putnam Zoning Regulations for the construction of 40 residential units of a previously approved site plan that expired. The property is located at 465 School Street, Town Assessors Map 008, Lot 142, Zoned R-10.

Ellen Bartlett representing the applicant reviewed the plans with the Commission. It received wetland approval being like the one that was originally approved. Once completed a permanent stormwater treatment system will be installed. Once completed there will be a decrease in the stormwater run-off. CDM Smith reviewed the plans on behalf of the Town with their concerns sent to the applicant. The list of concerns has been addressed. The plans and drainage calculations were submitted to D.O.T, for a permit to be obtained. Shawn Kelly of Chaplin Engineering reviewed the Traffic Study stating that from 8:00 a.m.- 9:00 a.m. and 4:15 P.M.– 5:15 P.M. was the peak traffic. The access from the residential development will have a stop sign prior to utilizing the existing access going out to Route 44 through Graphics Unlimited. Selectmen David Pomes questioned if there would be a light onto Route 44. The traffic study that was completed showed that there would not be the level of traffic where they would be able to request a light on the state road. Selectwoman Gloria Marion questioned if deliveries, bus traffic as there would be kids living within the development. The bus stop for the kids was included in the traffic study data. A brief discussion took place regarding the taxation of the property which is determined by the Assessor. Darlene Miller of 10 Shippee Woods Drive expressed her concerns regarding the development which will be abutting her property to the rear. Doug Taylor questioned whether the trash removal would be dumpster or private. Ellen Bartlett stated the development would have 4 trash dumpsters on site. He questioned what would be considered affordable rent. Ellen Bartlett explained that it was monitored by the state. Bruce Fitzback informed the Commission that 14 units would be deeded as affordable housing and placed on the Land Records. Patricia Hedenberg questioned the lighting. Ellen Bartlett responded it would be low level lighting facing down. Mary Cotnoir of 9 Rowe Street questioned the number of residents residing in one unit. Ellen Bartlett stated that affordable housing does not regulate the number of people per unit. Erin Perry and Joel Perry of Graphics Unlimited stated their concerns regarding the traffic flow pertaining to the safety of their staff and customers and that the road should be wider than 24' stating he could have a neighborhood coming through. Thomas Young and Andrew Goins submitted a letter of opposition listing all their concerns. The letter is placed on file. Ben Brooks of 53-55 Prospect Street expressed concerns about it being sold in the future and should be documented somewhere. Troy Mayo of 11 Rowe Street expressed concerns about the placement of a sidewalk on such a busy roadway. Doug Taylor would like the owner present, Special Service District, Fire Dept., and Police present at the next meeting.

Motion by Nick Huston to continue the public hearing and to have the owner present, Special Service District, Fire Dept. and Police Chief at the next meeting, second by Lisa-Jean Clifford. ALL WERE IN FAVOR.

Opened public hearing on Docket # 2025-10 Town of Putnam Zoning Commission proposing two text amendments to the Town of Putnam Zoning Regulations Section 304 entitled "Schedule of Uses and Districts" Table III-1 category Lodging, Dining and Conference/Banquet. The proposed text amendment would delete the use listed as hotel-no conference center, with facilities and services for hotel room guests only and remove the "N" listed under the zone PD (Putnam Downtown). The proposed new use would read; Hotel-with facilities and services for hotel room guests, options: dining facilities, lounge, barn, event facilities which would include an "S" under the zone PD (Putnam Downtown). Motion by Lisa-Jean to close the public hearing, second by Liz Thompson. ALL WERE IN FAVOR

Public hearing on Docket # 2025-11 Jackson Consulting, LLC request for a Special Permit for multi-family in accordance with Section 304 Table 111-1 of the Town of Putnam Zoning regulations for the construction of 2 buildings consisting of 12 units each. (24 units total) Property located at 33, 59 & 67 Prospect Street, Town Assessors Map 16, Lots 32/35/48. Zoned R-10. Public hearing rescheduled prior to opening at the request of the applicant.

Regular Meeting:

Review the minutes of the July 16, 2025, special meeting.

Motion by Douglas Taylor to accept the minutes, second by Liz Thompson. ALL WERE IN FAVOR.

Review the minutes of the July 16, 2025, meeting.

Motion by Liz Thompson to accept the minutes, second by Douglas Taylor. ALL WERE IN FAVOR.

Correspondence:

Email from Jackson Consulting regarding their application for next month's meeting.

Unfinished Business:

Docket # 2025-09 Sukpaseuth Phongsa - Site Plan Approval - Restaurant & Grocery Store
5,700 S.F. Building - 611 School Street
WITHDRAWN BY APPLICANT

New Business:

Docket # 2025-06 Homes at School LLC - Special Permit-Multi-family-40 Residential
Units - 465 School Street

Motion by Douglas Taylor to table to the next meeting, second by Lisa-Jean Clifford. ALL WERE IN FAVOR.

Docket # 2025-10 Town of Putnam Zoning Commission – Text amendments -Hotel
Downtown Putnam

Motion by Nick Huston to approve, second by Lisa-Jean Clifford. ALL WERE IN FAVOR.

Docket # 2025-11 Jackson Consulting, LLC - Special Permit – Multi Family - 24 Residential Units –
33, 59 & 67 Prospect Street

Applicant requested the public hearing be placed on the September 17, 2025, meeting agenda.

Other Business:

Accepting of New Applications for public hearing on September 17, 2025, meeting if applicable.

112 Old Road LLC-112 Old Road-proposing various uses which he will be discussing with the Commission at the public hearing.

Motion by Lisa-Jean to accept for public hearing on September 17, 2025, second Douglas Taylor. ALL WERE IN FAVOR.

George Christie -Home Occupation – 607 Five Mile River Road-Woodworking Shops – 14 X 24 attached
garage and
10' X 24' shed.

Motion by Lisa-Jean to accept for public hearing on September 17, 2025, second Nick Huston. ALL WERE IN FAVOR.

CGS 8-24 Recommendation for the disposition of Town properties as follows:

- 7 Addison Street
- 174 Park Road
- 33 Sabin Street
- 324 South Main Street
- 21 Vine Street
- 57 Walnut Street

Bruce Fitzback explained that these were various small pieces of property owned by the Town. The role of the Commission on this would be as Planning Commission for their recommendation for the disposition. The neighbors are notified of the sales and depending on the size of the property it may go to auction stating that 21 Vine Street may be one of those that does go to auction.

Motion by Douglas Taylor to recommend the disperse as needed, second by Lisa-Jean Clifford. ALL WERE IN FAVOR.

The Commission reviewed a draft of a portion of the POCD 2026.

Motion by Liz Thompson to remove item # 3 on page 7, second by Nick Huston. Liz Thompson, Nick Huston, Lisa-Jean Clifford, and Douglas Taylor voted in favor. Patricia Hdenberg voted in opposition.

Motion by Lisa Jean to adjourn at 9:20 P.M., second by Douglas Taylor. ALL WERE IN FAVOR.

Respectfully submitted by Brenda Roy.