



STATE OF CONNECTICUT – COUNTY OF
TOLLAND INCORPORATED 1786
TOWN OF ELLINGTON

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**PLANNING & ZONING COMMISSION
SPECIAL MEETING MINUTES
MONDAY, JUNE 29, 2026, 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 SEAN KELLY, VICE CHAIRMAN ROBERT SANDBERG, JR.,
SECRETARY WILLIAM HOGAN, REGULAR MEMBERS F. MICHAEL
FRANCIS, JON MOSER, MICHAEL SWANSON, SUBHRA ROY, AND
ALTERNATE RYAN ORSZULAK

MEMBERS ABSENT: ALTERNATE JEREMIAH WILLIAMS

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

I. CALL TO ORDER: Chairman Sean Kelly Hogan called the meeting to order at 7:01pm.

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

III. ADMINISTRATIVE BUSINESS:

1. Approval of May 18, 2026, Regular Meeting Minutes.

**MOVED (HOGAN), SECONDED (SWANSON) (FRANCIS ABSTAINED) AND PASSED TO
APPROVE THE MAY 18, 2026, REGULAR MEETING MINUTES AS WRITTEN.**

2. Correspondence/Discussion:

- a. Discuss draft text amendment to create new regulations for Middle Housing Developments.

The Commission discussed draft regulations for middle housing, which is required by state legislation mandating towns to permit 2–9-unit residential buildings in commercial and mixed-use zones. Lisa Houlihan, Town Planner, explained Towns maintain authority over minimum lot size, set-back requirements, and other like parameters. The Commission made several recommendations, including maintaining the 38-foot building height limit, setting minimum lot size requirements at 40,000 square feet for the (C) Commercial Zone and 3 acres for (PC) Planned Commercial Zone, and require 100-foot setback for buildings to maintain consistency with commercial building standards.

The Commission discussed revising parking standards to reflect a maximum of 2 bedrooms per unit and requiring 60 sq ft of storage per unit with the option for builders to provide either a basement or alternative storage solutions, except in cases where land characteristics make a basement unfeasible. The group decided to include an affordable component like the Workforce Housing regulations requiring 20% affordable units and language about building design elements to include wood-like accents and architectural features consistent with the Design Review Guide. The Commission also addressed parking requirements, landscaping standards, and lighting restrictions. The Commission agreed that parking setbacks would remain 30 feet from public streets and 20 feet from interior drives.

The Commission asked Lisa Houilhan, Town Planner, to analyze which commercial lots would qualify under the current 40,000 sq ft minimum lot size and possibly research what other towns are doing regarding minimum lot size and other parameters for middle housing in commercial zones. The Commission asked Lisa to double-check the Town Ordinance regarding responsibility for maintenance and snow removal of sidewalks in commercial zones.

MOVED (FRANCIS), SECONDED (SWANSON) AND PASSED UNANIMOUSLY TO AUTHORIZED THE TOWN PLANNER TO PROCEED WITH A FORMAL APPLICATION FOR A TEXT AMENDMENT TO ESTABLISH MIDDLE HOUSING REGULATIONS AND SET A HEARING FOR NEXT MONTH.

IV. ADJOURNMENT:

MOVED (FRANCIS), SECONDED (SWANSON) AND PASSED UNANIMOUSLY TO ADJOURN THE PLANNING AND ZONING COMMISSION SPECIAL MEETING AT 7:45 PM.

Respectfully submitted,

Barbra Galovich, Recording Clerk