



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

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**PLANNING & ZONING COMMISSION
REGULAR MEETING MINUTES**

MONDAY, JULY 27, 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: VICE CHAIRMAN ROBERT SANDBERG, JR. (ACTING CHAIRMAN),
REGULAR MEMBERS F. MICHAEL FRANCIS, JON MOSER, MICHAEL
SWANSON, SUBHRA ROY, ALTERNATES JEREMIAH WILLIAMS AND
RYAN ORSZULAK**

MEMBERS ABSENT: CHAIRMAN SEAN KELLY AND SECRETARY WILLIAM HOGAN

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

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

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

**III. PUBLIC HEARINGS: (Notice requirements met for items 1, 2, 4 & 5 and hearings may
commence. Notice requirements NOT met for item #3, and opening of hearing shall be
postponed to the next meeting.)**

1. S202604 – Mannarino Builders Inc., owner/ Gardner & Peterson Assoc., LLC, applicant, request for a fourteen (14) lot subdivision of a 28.79-acre parcel at 53 Wapping Wood Road, APN 005-006-0000, in a Residential (R) Zone.

Time: 7:01 pm

Seated: Sandberg, Francis, Moser, Swanson, Roy, Williams and Orszulak

Mark Peterson, P.E., Gardner & Peterson Associates, LLC, 178 Hartford Avenue, Tolland, CT and Rick Mannarino, Mannarino Builders, Inc. 60 Deming Road, South Windsor, CT were present.

Mark Peterson presented a subdivision application for 14 lots at 53 Wapping Wood Road. The application includes a 28.79-acre parcel, an approximate 750' permanent cul-de-sac, public water and sewer, stormwater management systems, and an open space conveyance. The commission reviewed various approvals including the Conservation Commission recommendations, the Wetland Permit, and the Water Pollution Control Authority approval.

Jack Turner, Town of Ellington's E911 Municipal Coordinator, asked if the proposed road would be a public street to which Acting Chairman Sandberg confirmed affirmatively. Jack noted the proposed street numbers are from 1 to 14. Key concerns were raised about runoff impact on neighboring properties, and the developer clarified that the development reduces runoff by increasing grass areas and stormwater management features. Mark noted that a traffic study has not been completed and noted the Department of Transportation provided cursory review

of road design. Lisa Houlihan, Town Planner, reviewed several required conditions, including compliance with town standards for drainage and road construction, approval by the Town Engineer, and requirements for sanitary design and a developer's agreement.

Vice Chairman Sandberg opened the item for public comment. There were no public comments regarding the application.

MOVED (SWANSON), SECONDED (FRANCIS) AND PASSED UNANIMOUSLY TO CLOSE THE PUBLIC HEARING FOR S202604 – Mannarino Builders Inc., owner/ Gardner & Peterson Assoc., LLC, applicant, request for a fourteen (14) lot subdivision of a 28.79-acre parcel at 53 Wapping Wood Road, APN 005-006-0000, in a Residential (R) Zone.

MOVED (SWANSON), SECONDED (FRANCIS) AND PASSED UNANIMOUSLY TO APPROVE w/CONDITION(S) FOR S202604 – Mannarino Builders Inc., owner/ Gardner & Peterson Assoc., LLC, applicant, request for a fourteen (14) lot subdivision of a 28.79-acre parcel at 53 Wapping Wood Road, APN 005-006-0000, in a Residential (R) Zone.

CONDITION(S):

1. **SUBJECT TO THE INLAND WETLAND PERMIT CONDITIONS OF APPROVAL**
 2. **ALL DRAINAGE, SIDEWALK AND ROAD CONSTRUCTION SHALL COMPLY WITH TOWN STANDARDS AND MUST BE APPROVED BY THE TOWN ENGINEER.**
 3. **FINAL SANITARY DESIGN IS SUBJECT TO REVIEW AND APPROVAL BY THE WATER POLLUTION CONTROL AUTHORITY AND SHALL INCLUDE AN EXECUTED DEVELOPER'S AGREEMENT AND EASEMENT FROM 51 WAPPING WOOD ROAD.**
 4. **PLANS SUBJECT TO APPROVAL FROM THE TOWN ENGINEER AND SHALL SHOW THE PROPOSED UNDERGROUND SERVICE FROM AN EXISTING POLE TO THE NEW STREET LIGHT AND BE REVISED TO PROVIDE SPOT GRADES OF THE EXISTING WALK CONFIRMING THAT THE EXISTING WALK DRAINS TOWARD WAPPING WOOD ROAD.**
 5. **A HOLD HARMLESS AGREEMENT IS REQUIRED FOR EACH PROPERTY THAT HAS A FOOTING DRAIN PROPOSED TO BE CONNECTED TO THE CATCH BASIN IN THE STREET.**
 6. **THE CLUSTER BOX UNIT (CBU) FOR MAIL DELIVERY IS APPROVED ON LOT 11. THE TOWN OF ELLINGTON SHALL NOT SERVE AS THE PROPERTY AGENT. IF THE CBU IS PROPOSED WITHIN THE TOWN RIGHT-OF-WAY, IT IS SUBJECT TO APPLICABLE STAFF REVIEW AND APPROVAL.**
 7. **THE DEVELOPER IS RESPONSIBLE FOR PROVIDING ALL LEGAL DOCUMENTS REQUIRED TO EXECUTE THE PLAN, AND SAID DOCUMENTS ARE SUBJECT TO REVIEW AND ACCEPTANCE BY THE ELLINGTON TOWN ATTORNEY.**
 8. **STREET TREES SHALL BE IN ACCORDANCE WITH SECTION 4.19 OF THE ELLINGTON SUBDIVISION REGULATIONS.**
2. S202605 – Dennis & Jacqueline Clavet, owner/ Gardner & Peterson Assoc., LLC, applicant, request for a three (3) lot re-subdivision (1 existing) of a 11.71-acre parcel approved as lot 6, 85 Crane Road, APN 087-009-0007, via subdivision application S202603 approved April 27, 2026, in a Rural Agricultural Residential (RAR) Zone.

Time: 7:25 pm

Seated: Sandberg, Francis, Moser, Swanson, Roy, Williams and Orszulak

Mark Peterson, P.E., Gardner & Peterson Associates, LLC, 178 Hartford Avenue, Tolland, CT and Dennis Clavet, 189 Mountain Street, Ellington, CT were present.

Mark Peterson stated this application is a resubdivision of lot number 6 from a previous 13-lot project approved in April 2026. The applicant proposes dividing the approximate 12-acre lot into three lots, served by a shared paved roadway and public water, with septic systems approved by the North Central District Health Department. The proposed street name is Crane Ridge Drive and is 415 linear feet and 18' wide. Mark addressed staff comments regarding private road requirements, drainage calculations, and emergency service access, with the Town Engineer confirming that all comments have been addressed. Mark noted the open space requirement was met with the previous approval granted by the Planning & Zoning Commission.

Lisa Houlihan, Town Planner, summarized the staff review comments as follows: DPW (Department of Public Works) states a private road sign must be ordered through the DPW and installed by the developer; Town Engineer reviewed the plans (dated 6/4/26) and the Stormwater Management Report (dated 3/27/26) submitted with the application. Gardner & Peterson (G&P) revised the plans to address the Town Engineer's comments (revised date 7/17/26, submitted date 7/21/26). Today, the Town Engineer confirmed that prior comments have been addressed. The Fire Marshal recommended the turning radius in the rear of the common driveway be adequate to accommodate the standard EVFD pumper. G&P provided a "Vehicle Turning Movement Demonstration" plan (dated 7/16/26, submitted on 7/21/26) and the Town Engineer confirmed that plan revisions addressed this comment.

Jack Turner, Town of Ellington's E911 Municipal Coordinator, stated Crane Ridge Drive would be an acceptable street name and he will update the 911 database upon approval. Jack requested that the developer make sure a fire truck can maneuver the turning radius required to enter all three driveways. Clarence Lariviere, 82 Crane Road, expressed concern that approving this application would create more traffic within the neighborhood.

Commissioner Swanson asked about the proposed six street trees, Mark noted the applicant was trying not to commit to additional landscaping unless requested by the commission. Lisa Houlihan reviewed the proposed conditions for the application.

MOVED (FRANCIS), SECONDED (SWANSON) AND PASSED UNANIMOUSLY TO CLOSE THE PUBLIC HEARING FOR S202605 – Dennis & Jacqueline Clavet, owner/ Gardner & Peterson Assoc., LLC, applicant, request for a three (3) lot re-subdivision (1 existing) of a 11.71-acre parcel approved as lot 6, 85 Crane Road, APN 087-009-0007, via subdivision application S202603 approved April 27, 2026, in a Rural Agricultural Residential (RAR) Zone.

MOVED (FRANCIS), SECONDED (SWANSON) AND PASSED UNANIMOUSLY TO APPROVE w/CONDITION(S) FOR S202605 – Dennis & Jacqueline Clavet, owner/ Gardner & Peterson Assoc., LLC, applicant, request for a three (3) lot re-subdivision (1 existing) of a 11.71-acre parcel approved as lot 6, 85 Crane Road, APN 087-009-0007, via subdivision application S202603 approved April 27, 2026, in a Rural Agricultural Residential (RAR) Zone.

CONDITIONS:

- 1. A PRIVATE ROAD SIGN MUST BE ORDERED THROUGH THE DEPARTMENT OF PUBLIC WORKS AND INSTALLED BY THE DEVELOPER.**
- 2. THE DEVELOPER IS RESPONSIBLE FOR PROVIDING ALL LEGAL DOCUMENTS REQUIRED TO EXECUTE THE PLAN, AND SAID DOCUMENTS ARE SUBJECT TO REVIEW AND ACCEPTANCE BY THE ELLINGTON TOWN ATTORNEY.**
- 3. STREET TREES SHALL BE IN ACCORDANCE WITH SECTION 4.19 OF THE ELLINGTON SUBDIVISION REGULATIONS.**

3. Z202607 – David Wittig, owner/Sylvia D. Reid, applicant, request for Special Permit for a food truck at 3 Jobs Hill Road, APN 072-003-0000, in the Planned Commercial (PC) Zone.

Time: 7:36 pm

Seated: Sandberg, Francis, Moser, Swanson, Roy, Williams and Orszulak

BY CONSENSUS, TABLED THE OPENING OF THE PUBLIC HEARING TO MONDAY, AUGUST 24, 2026, 7PM, TOWN HALL ANNEX, 57 MAIN STREET, ELLINGTON, CT FOR Z202607 – David Wittig, owner/Sylvia D. Reid, applicant, request for Special Permit for a food truck at 3 Jobs Hill Road, APN 072-003-0000, in the Planned Commercial (PC) Zone.

4. Z202608 – Roger Moser, owner/ Brent Moser, applicant, request for a Special Permit to allow contractor rental space within an existing storage building at 43 Lower Butcher Road, APN 018-020-0000, in an Industrial Park (IP) Zone.

Time: 7:38 pm

Seated: Sandberg, Francis, Moser (recused), Swanson, Roy, Williams and Orszulak

Brent Moser, 7 Edgewood Drive, Ellington, CT was present to represent the application.

Brent Moser requests a special permit to allow contractor rental space within an existing storage building at 43 Lower Butcher Road. Brent explained the proposal involves creating a partitioned space for parking diesel lift trucks and dumpsters, with no water supply and no hazardous materials. Brent is comfortable with a condition requiring a Zoning Permit before tenant changes. Brent proposed three new parking spaces outside of the building in addition to the existing parking spaces available on site.

Lisa Houlihan, Town Planner, reviewed the comments from the Department of Public Works/Water Pollution Control requesting the record document there will be no water supplied to the structure, at this time. Lisa explained the long-term plan proposes installing up to two partitions to create three separate spaces. The immediate plan is to install one 60' partition and a 2,400-sf heated space with a 14'x14' overhead door on the south side of the building and two pass doors. Lisa explained the suggested condition of approval requiring the issuance of a Zoning Permit for new tenants provides staff the ability to conduct a zoning compliance review (e.g. use, parking demand, etc.).

MOVED (SWANSON), SECONDED (FRANCIS) AND PASSED UNANIMOUSLY TO CLOSE THE PUBLIC HEARING FOR Z202608 – Roger Moser, owner/ Brent Moser, applicant, request for a Special Permit to allow contractor rental space within an existing storage building at 43 Lower Butcher Road, APN 018-020-0000, in an Industrial Park (IP) Zone.

MOVED (FRANCIS), SECONDED (SWANSON) AND PASSED UNANIMOUSLY TO APPROVE w/CONDITION(S) FOR Z202608 – Roger Moser, owner/ Brent Moser, applicant, request for a Special Permit to allow UP TO THREE contractor rental UNITS within an existing storage building at 43 Lower Butcher Road, APN 018-020-0000, in an Industrial Park (IP) Zone.

CONDITION(S):

- **THE ISSUANCE OF A ZONING PERMIT IS REQUIRED FOR A CHANGE IN TENANT PRIOR TO OCCUPANCY.**

BY CONSENSUS, THE COMMISSION WENT OUT OF THE AGENDA ORDER TO REVIEW ITEM 1 OF NEW BUSINESS.

5. Z202603 – Planning & Zoning Commission, applicant, pursuant to Public Act 25-1 – An Act Concerning Housing Growth proposed amendments to the Ellington Zoning Regulations to add new Section 3.7 - Middle Housing Development; Article 4.1 – Permitted Uses in Commercial Zones; Section 6.2.3 Off Street Parking Requirements; Section 6.6 Access Management, Section 8.2 – Site Development Plan Standards and Procedures, and Section 10.2 Definitions.

Time: 7:58 pm

Seated: Sandberg, Francis, Moser, Swanson, Roy, Williams and Orszulak

Lisa Houlihan, Town Planner, reviewed the report from the Capitol Region Council of Governments finding no apparent conflict with regional plans and policies or the concerns of neighboring towns and recommending review of the proposal for compliance with PA 25-1 regarding parking requirements.

The Commissioners reviewed the proposed Middle Housing Development regulation, including new sections on permitted uses, setbacks, and building coverage. The group discussed parking requirements and the possibility of adding an affordable unit requirement. Lisa noted developers have explained to the commission the economical challenges with including affordable units in low-density developments. The Commissioners agreed to forgo adding an affordability component, to refer the proposal to the Town Attorney for review, and to continue reviewing the proposal at next month's meeting.

BY CONSENSUS, CONTINUED THE PUBLIC HEARING TO MONDAY, AUGUST 24, 2026, 7PM, TOWN HALL ANNEX, 57 MAIN STREET, ELLINGTON, CT FOR Z202603 – Planning & Zoning Commission, applicant, pursuant to Public Act 25-1 – An Act Concerning Housing Growth proposed amendments to the Ellington Zoning Regulations to add new Section 3.7 - Middle Housing Development; Article 4.1 – Permitted Uses in Commercial Zones; Section 6.2.3 Off Street Parking Requirements; Section 6.6 Access Management, Section 8.2 – Site Development Plan Standards and Procedures, and Section 10.2 Definitions.

IV. NEW BUSINESS:

1. Z202610 - Pursuant to referral from the Board of Selectmen on July 13, 2026, request for Connecticut General Statute §8-24 review for an offer to purchase 138 Windermere Avenue, APN 026-017-0000, a 0.44-acre town-owned parcel in the Industrial (I) Zone.

The Commission discussed a proposal to sell a 0.44-acre town-owned parcel in the industrial zone at 138 Windermere Avenue. Lisa Houlihan, Town Planner, recommended including a statement in the sale agreement noting the Town makes no representations about the parcel's buildability and referred the Commission to item 5 of the Offer To Purchase Town-Owned Property. The commission voted to issue a positive referral with comment and noted the sale does not conflict with the Plan of Conservation Development.

MOVED (FRANCIS), SECONDED (SWANSON) AND PASSED UNANIMOUSLY TO ISSUE A POSITIVE REFERRAL WITH COMMENT to the Board of Selectmen for Connecticut General Statute §8-24 review for the proposed offer to purchase 138 Windermere Avenue, APN 026-017-0000, a 0.44-acre town-owned parcel in the Industrial (I) Zone.

COMMENT:

THE PLANNING AND ZONING COMMISSION ENDORSES ITEM 5 ON PAGE 1 OF THE OFFER TO PURCHASE TOWN-OWNED PROPERTY THAT STATES “THE TOWN MAKES NO REPRESENTATIONS AS TO THE BUILDABILITY OF THIS PARCEL OR WHETHER THE PARCEL SATISFIES THE NECESSARY REQUIREMENTS FOR THE ISSUANCE OF BUILDING AND ZONING PERMITS.”

BY CONSENSUS, THE COMMISSION WENT BACK TO AGENDA ORDER TO REVIEW ITEM

5 OF THE PUBLIC HEARINGS.

2. Request for a ninety (90) day extension for filing of mylars for subdivision approved April 27, 2026, S202603 - Dennis Clavet, owner, Gardner & Peterson Associates, LLC, applicant, division of 26.22 acres for thirteen (13) lots for 79 Crane Road, in a RAR (Rural Agricultural Residential) Zone.

BY CONSENSUS, GRANTED A (90) DAY EXTENSION FOR FILING OF MYLARS TO NOVEMBER 10, 2026, FOR S202603 - Dennis Clavet, owner, Gardner & Peterson Associates, LLC, applicant, division of 26.22 acres for thirteen (13) lots for 79 Crane Road, in a RAR (Rural Agricultural Residential) Zone.

3. **BY CONSENSUS, RECEIVED AND SCHEDULED A PUBLIC HEARING FOR AUGUST 24, 2026, 7PM, TOWN HALL ANNEX, 57 MAIN STREET, ELLINGTON, AND ZOOM VIDEO CONFERENCING FOR S202606** – Fifty (50) West Road, LLC, owner/applicant, request for a three lot resubdivision for 50 West Road, APN 019-005-0000, in the Commercial (C) and Industrial Park (IP) Zones.
4. **BY CONSENSUS, RECEIVED AND SCHEDULED A PUBLIC HEARING FOR AUGUST 24, 2026, 7PM, TOWN HALL ANNEX, 57 MAIN STREET, ELLINGTON, AND ZOOM VIDEO CONFERENCING FOR Z202611** – Fifty (50) West Road, LLC, owner/applicant, request for a Special Permit for one real lot for 50 West Road, APN 019-005-0000, in the Commercial (C) and Industrial Park (IP) Zones.

V. OLD BUSINESS: None

VI. ADMINISTRATIVE BUSINESS:

1. Approval of June 29, 2026, Special Meeting Minutes.
MOVED (SWANSON), SECONDED (WILLIAMS) AND PASSED UNANIMOUSLY TO APPROVE JUNE 29, 2026, SPECIAL MEETING MINUTES AS WRITTEN.
2. Correspondence/Discussion:
 - a. Report from the PZC Rep regarding the Capitol Region Council of Governments Regional Planning Commission meeting on March 5, 2026 (Next Meeting: September 3, 2026)
Commissioner Roy stated the meeting covered new middle housing requirements and what towns are doing to adopt new regulations.
 - b. “Towns banning data centers before they get proposed” Journal Inquirer, July 6, 2026, and copy of moratorium from Town of Morris, CT.
A round table discussion was held. Some towns have banned data centers due to concerns about electricity and water usage. They questioned if properly regulated data centers could benefit the community by reducing energy costs. They agreed to continue discussions and the possibility of enacting a moratorium to allow time for proper regulation development.
 - c. Affordable housing questions (Not related to recent housing legislation).
The Capitol Region Council of Governments questionnaire was reviewed. The commission had no questions but will consider attending housing training seminars.

VII. ADJOURNMENT:

MOVED (FRANCIS), SECONDED (SWANSON) AND PASSED UNANIMOUSLY TO ADJOURN THE PLANNING AND ZONING COMMISSION MEETING AT 8:38 PM.

Respectfully submitted,

Barbra Galovich, Recording Clerk