

Planning & Zoning Commission Hybrid Meeting
September 16, 2026 7:00 P.M.
Putnam Municipal Complex
Room 201 Second Floor
200 School Street
Putnam, CT 06260

Roll Call:

Agenda:

Regular Meeting:

Review the minutes of the June 17, 2026, meeting. VOTE REQUIRED

Review the minutes of the August 19, 2026, meeting. VOTE REQUIRED

Correspondence:

New Business: VOTE REQUIRED

Update of on-site inspection at 1 Arch Street on August 25th at 7:00 P.M.

John Barnes Jr-1 Arch Street

Other Business: VOTE REQUIRED

Accepting of New Applications for public hearing on October 21, 2026.

ADU Regulation review.

Continue discussion and review of the Plan of Conservation and Development 2026

Adjournment.

Topic: P & Z Zoom Meeting

Time: Sep 16, 2026 06:45 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us06web.zoom.us/j/88691767741?pwd=sVvXHoj6hpTigYI8E1lhG8LQ1qQVUm.1>

Meeting chat link

<https://us06web.zoom.us/launch/jc/88691767741>

Meeting ID: 886 9176 7741

Passcode: 3rV0p4

--- By Phone:

929 205 6099 US (New York)

Meeting ID: 886 9176 7741

Passcode: 076796

Find your local number: <https://us06web.zoom.us/u/kbj9cIbiJo>

Planning & Zoning Commission Hybrid Meeting Minutes
June 17, 2026 7:00 P.M.
Putnam Municipal Complex
Room 201 Second Floor
200 School Street
Putnam, CT 06260

Present: Patricia Hedenberg-Chair, Douglas Taylor, Lisa-Jean Clifford, Nick Huston

Absent: Elisabeth Thompson

Agenda:

Opened public hearing on Docket # 2026-09 Lisa-Jean Clifford request for a Special Permit in accordance with Sections 413 and 414 – Horse and Pony Farms, Riding Academies, or Boarding Stables and Livestock. Property is located at 630 Liberty Highway, Town Assessors Map 22, 007, Zoned R-40. Neighboring property owner Peggy McHugh of 666 Liberty Highway spoke in favor, stating all the years she resided in her home there was always livestock on the property. Alicia Clifford & Gallopo Nicholas of 638 Liberty Highway spoke in favor. Nick Huston questioned how the waste from the animals would be managed. Lisa-Jean Clifford stated she has a compost pile and if there was any excess its removed from site. Motion by Douglas Taylor to close the public hearing, second by Nick Huston. Patricia Hedenberg, Douglas Taylor, and Nick Huston voted in favor of the motion. Lisa-Jean Clifford abstained from voting.

Opened public hearing on Docket # 2026-10 Strategic Commercial Realty, Inc, DBA Rawson Materials request for renewal of an existing gravel excavation permit in accordance with Section 607 "Excavation" item H "Extension or Renewal Permit" of the Town of Putnam Zoning Regulations. The permit originally granted under Docket # 2016-01 and modified on June 18, 2025. Property is located at 300 River Road, Town Assessors Map 44, Lot 23, Zoned AG-2. Bruce Fitzback briefly reviewed the plan with the Commission members. Motion by Nick Huston to close the public hearing, second by Douglas Taylor. ALL WERE IN FAVOR.

Regular Meeting:

Review the minutes of May 20, 2026, meeting.

Motion by Nick Huston to approve the minutes, second by Douglas Taylor. Patricia Hedenberg, Douglas Taylor, and Nick Huston voted in favor of the motion. Lisa-Jean Clifford abstained from voting as she was not in attendance.

Correspondence: None

New Business:

Docket # 2026-09 Lisa-Jean Clifford – 630 Liberty Highway – Special Permit - Horse and Pony Farms, Riding Academies, or Boarding Stables and Livestock.

Motion by Douglas Taylor to approve, second by Nick Huston. Patricia Hedenberg, Douglas Taylor, and Nick Huston voted in favor of the motion. Lisa-Jean Clifford abstained from voting.

Docket # 2026-10 Strategic Commercial Realty, Inc., DBA Rawson Materials - Gravel Permit Renewal

Motion by Douglas Taylor to approve, second by Patricia Hedenberg. Nick Huston questioned how long the renewal is for. Bruce Fitzback responded 3 years. ALL WERE IN FAVOR

Other Business:

Elaine Sistare, Town Administrator/Brian Lynch WPCA Superintendent – Recommendation in accordance with Section 8-24 of the Connecticut General Statutes for a positive recommendation for the following projects:

Sludge Handling Improvements Project, Peak Brooke Water Treatment Units Replacement Project, and Lead Line Replacement Project

Elaine Sistare, Town Administrator, was present and reviewed the projects as well as addressing any concerns of the Commission.

Motion by Douglas Taylor to give a positive recommendation for all three projects, second by Lisa-Jean Clifford. ALL WERE IN FAVOR.

Representatives from the O'Neill group held a preliminary discussion concerning a proposed development with the location being 219 Pomfret Street. Vic Cuevas, PhD - Property Acquisition Consultant, reviewed the background of The O'Neill Group as well as the various projects completed and maintained by The O'Neill Group. The proposed development would consist of 138 units with an option of a 2200 or 2400 square foot layout. A key component of the development would be a centrally located clubhouse and amenity center designed to foster community interaction to enhance the resident experience. The planned amenities include a resort-style swimming pool, great room for gatherings and community events, fitness center, sauna, steam room, game room, golf simulator, movie theater, and dedicated work-from-home spaces with private cubicles and meeting areas. Mayor Seney, Elaine Sistare, Town Administrator and Mary Anne Chinnatti, Economic Development Director spoke in favor. Concerns about the condition of the road, traffic, run-off within the development brought up amongst members. Vic Cuevas explained that various professionals would be working on the project prior to the submittal of a formal application and that he was looking for a non-binding discussion with the Commission. The Commission agreed it was a good idea.

J B Arch St. Associates LLC. – 1 Arch Street – Discussion on the violation of an existing Special Permit.

Bruce Fitzback stated a retaining wall was installed without his review and trees that were previously installed for a buffer were removed. One of the conditions of the Special Permit stated any future expansion would have to go before the Commission. John Barnes Jr. explained he got a Building Permit for the retaining wall. The Commission instructed John Barnes Jr. to replant the buffer of trees in the same area shown on the original plan.

Accepting new applications for public hearing on July 15, 2026, meeting if applicable.

Jacob Paradise – 125 Heritage Road – Home Occupation Permit – Small engine repair

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

Patricia Hedenberg shared information on an upcoming online seminar held by UCONN Clear on July 14th at 12:00 entitled "Housing Growth Plans".

Bruce Fitzback touched on the upcoming housing plan that will need to be prepared for projected housing units for the next 10 years. The Town has the option to prepare their own plan and submit it to N.E.C.C.O.G. for review or just have N.E.C.C.O.G. do the plan. The consensus of other Towns was to have N.E.C.C.O.G do the plan. Bruce Fitzback stated that having N.E.C.C.O.G. prepare the plan would be the best option to take if it had to go there for review anyway. The Commission agreed.

Motion by Lisa-Jean Clifford to adjourn at 8:30 P.M., second by Nick Huston. ALL WERE IN FAVOR.

Respectfully submitted by Brenda Roy.

Planning & Zoning Commission Hybrid Meeting Minutes
August 19, 2026, 7:00 P.M.
Putnam Municipal Complex
Room 201 Second Floor
200 School Street
Putnam, CT 06260

Present: Patricia Hedenberg-Chairman, Elisabeth Thompson, Nick Huston

Absent: Douglas Taylor, Lisa-Jean Clifford

Agenda:

Opened public hearing on Docket # 2026-11 Jacob Paradise request for a Customary Home Occupation Permit in accordance with Section 706 of the Town of Putnam Zoning Regulations to operate a small engine repair business. Property located at 125 Heritage Road, Town Assessors Map 038, Lot 007, Zoned R-40. Jacob Paradise reviewed his proposal stating his work would consist of the repair to Lawnmowers, chain saws, weedwhackers, and generators. Everything would be stored inside unless there were unavoidable circumstances then it would only be outside for a day or so.

Motion by Nick Huston to approve, second by Elisabeth Thompson. ALL WERE IN FAVOR

Regular Meeting:

Review the minutes of the June 17, 2026, meeting.

Motion by Nick Huston to table, second by Elisabeth Thompson. ALL WERE IN FAVOR

Review the minutes of July 22, 2026, special meeting.

Motion by Elisabeth Thompson to accept the minutes, second by Nick Huston. ALL WERE IN FAVOR.

Correspondence:

John Barnes Jr. requested a site visit from the Commission members to review his upcoming plans at 1 Arch Street. The site walk was scheduled for August 25th at 7:00 P.M.

New Business:

Docket # 2026-11 Jacob Paradise-125 Heritage Road-Home Occupation Permit-Small engine repair.

Motion by Nick Huston to approve, second by Elisabeth Thompson. ALL WERE IN FAVOR

Other Business: VOTE REQUIRED

Discussion and review of the Plan of Conservation and Development 2026

Bruce Fitzback informed the Commission that the Selectmen were in receipt of the draft POCD and he also emailed N.E.C.C.O.G. the draft of the POCD on August 19, 2026.

The Commission reviewed the draft up to page 48. Motion by Elisabeth Thompson to continue from page 48 "Guiding Principles" to the next meeting, second by Nick Huston. ALL WERE IN FAVOR.

The public hearing for the P.O.C.D. is scheduled for November 18, 2026.

Accepting of New Applications for public hearing on September 16, 2026. None

Moton by Elisabeth Thompson to adjourn at 8:45 P.M., second Nick Huston. ALL WERE IN FAVOR.

Respectfully submitted by Brenda Roy.