

MEETING MINUTES
Town of Granby
Planning & Zoning Commission
Tuesday, January 10, 2023 at 7:00 pm

Members Present: Eric Lukingbeal, Matthew Peters, Mark Lockwood, Eric Myers, Christine Chinni, Jonathan Boardman, and Alternate Paula Johnson

Absent: Brennan Sheahan and Robert Lavitt

Also Present: Director of Community Development Abigail Kenyon and Land Use Coordinator Renee Deltenre

1. Call to Order

Chairman M. Lockwood called the meeting to order at 7:00 p.m.

2. Pledge of Allegiance

3. Seating of Alternates, if applicable

P. Johnson was seated for B. Sheahan.

4. Public session, items not on the agenda or subject to a public hearing

None

5. Action on the minutes of December 13, 2022

ON A MOTION by E. Lukingbeal seconded by J. Boardman, the Commission voted (5-0-2; to approve the December 13, 2022 minutes as presented. M. Lockwood and P. Johnson abstained.

6. Receive applications and schedule public hearings, if needed

- a. Application seeking a Site Plan Modification for the 235-unit, multi-family development for building elevations for buildings 4, 5, 6 & 7 for property located at 280 Salmon Brook Street, CC Zone, File Z-22-22.**

The above application will be discussed at the January 24, 2023 meeting.

- b. Application seeking a Special Permit under Zoning Regulations Section 3.5.2.17 for a caretaker apartment for property located at 352 Salmon Brook Street, C2 Zone, File Z-23-22.**

The above application has been scheduled for a public hearing on February 14, 2023.

A. Kenyon informed the Commission that the following applications were received after the agenda was posted.

- c. **Application seeking a Special Permit under Zoning Regulations Section 8.1.3.4 for a garage in excess of 1,000 square feet located at 96R Mountain Road, R2A Zone.**

The above application has been scheduled for a public hearing on February 14, 2023.

- d. **Application seeking an amendment to Zoning Regulations Section 3.11, which would allow rear lots in the R4A Zone by Special Permit.**

The above application has been scheduled for a public hearing on February 14, 2023.

7. Commission Discussion: Neighborhood and Commercial Transition Zone (T1)

A. Kenyon provided the Commission with a redlined document that showed the current regulations and proposed changes for discussion. She read through the modifications, which include the removal of a mandated internal roadway, reduced building and parking setbacks, reduced landscape buffer requirements, modified curb-cut requirements, the possibility for drive-thru restaurants, sidewalks, etc. The Commission discussed the proposed language at length and had some minor modifications. It was requested that staff prepare maps to demonstrate how the impacted properties would look if the new regulations were executed compared to the current regulations.

8. Commission Discussion: Joint meeting with Board of Selectmen Outstanding Items, Center Study and Affordable Housing

In preparation for the joint meeting with the Board of Selectmen on Tuesday, January 24th, A. Kenyon asked the Commission to confirm the process to scope the Center Study. The proposed process would begin with town staff preparing a draft, then review of said draft by the Planning and Zoning Commission and Development Commission, followed by a public session held by the Commission, and concluded with a referral to the Board of Selectmen. M. Lockwood expressed his interest in forming a subcommittee, in which A. Kenyon stated that a subcommittee could be utilized to gather the data and prepare a report once the scope is finalized. The Commission agreed to the process and in order to prevent being too restrictive, it was recommended to utilize an outline approach.

A. Kenyon also provided the Commission with a chart outlining the various objectives and recommendations pertaining to the Affordable Housing Plan, and which parties are responsible. Regarding the Commission items, staff recommended that certain objectives be placed on hold until further information from ongoing studies is received and reviewed. Other items were noted as a priority, as they could be discussed and pursued at this time if the Commission agreed. After deliberation, it was concluded that the Commission will look at inclusionary zoning and a housing trust fund.

9. Staff Report and Correspondence

a. Update on Flow Study

A. Kenyon informed the Commission that the wastewater flow study has been awarded to Tighe & Bond and there was a kick-off meeting on Friday, January 6th. Over the next few months, they will be gathering data, flow meters will be installed in March, and a report will be provided by late summer/early fall.

10. Commissioner Reports and Correspondence

The Commission thanked the Development Commission for their hard work on the T1 Zone regulations.

11. Adjourn

ON A MOTION by P. Johnson seconded by J. Boardman, the Commission voted (7-0-0) to adjourn the meeting at 8:23 p.m.

Respectfully submitted,

Renee Deltenre
Land Use Coordinator