



PLANNING AND ZONING COMMISSION

1019 Main Street, PO Box 150, Branford, CT 06405
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MINUTES PLANNING & ZONING COMMISSION THURSDAY DECEMBER 19, 2024 REGULAR MEETING 7:00

This meeting was held remotely, solely via ZOOM.

Commissioners Present: C. Andres, F. Russo, J. Chadwick, S. Huttner, M.Palluzzi, J. Vaiuso

Commissioners Absent: M. Liguori,
Staff Present: E. Breining (Asst Town Planner), M. Martin (Clerk)

Chairperson Andres introduced the Commission and staff.
Secretary F. Russo read the public hearing notice into the record,
Chairperson Andres reviewed the public hearing procedures.
E. Breining reviewed how to participate in the public hearing.

PUBLIC HEARINGS:

1. Charles Watts-Applicant & Owner
38 Howard Avenue
Special Exception-Grading (Sec. 6.8) -Single Family Residence
Application #24-7.5
A/R 7/18/24 & PH opened 11/21/24 and continued to 12/19/24

This item was WITHDRAWN

2. Madison Cassese-Applicant & Owner
43 & 49 Summer Island Road
Special Exception- Accessory Apartment
Application #24-10.5
A/R 10/17/24 & PH opened 11/21/24 and continued to 12/19/24

Attorney Tim Lee represented the applicant and noted that she owns both properties which are Both nonconforming. She is planning to merge the two lots. He said there was a house there which was destroyed in a prior storm. The house will be rebuilt and will have an accessory apartment for the applicants' parents. They comply with section 7.4 for accessory apartments. They received the necessary variances. He then reviewed the site plan.

E. Breining reviewed the staff report.
PUBLIC INPUT: No one spoke.

The commission asked a few questions.

Chairman Andres closed the Public hearing.

3. John J. Panzella-Applicant & Owner
67 Cedar Street
Special Exception Modification-Residential addition
Application #24-11.1
A/R 11/21/24 & PH set for 12/19/24

Tom Edwards (Architect) represented the applicant and reviewed the site plan for the Addition.

E. Breining reviewed the staff report.

PUBLIC INPUT: No one spoke.

Chairman Andres closed the Public Hearing.

4. 5 Pin Oak Drive, LLC c/o David DeMaio-Applicant & Owner
5 Pin Oak Drive
Special Exception- Contractors Business & Grading (Sec. 6.8)
Application #24-11.4
A/R 11/21/24 & PH set for 12/19/24

An additional special exception application is needed for this property so, this item is deferred to the January 16, 2025 meeting. The public Hearing will be opened then.

5. 261 East Main, LLC, c/o Mark Jackson-Applicant & Owner
257 & 261 East Main Street
Special Exception-Re-use of existing office space and Proposed Storage Garage with grading
Application #24-11-5
A/R 11/21/24 & PH set for 12/19/24

An additional special exception application is needed for this property so, this item is deferred to the January 16, 2025 meeting. The public Hearing will be opened then.

6. 35-37 Harrison House LLC, c/o Rachel Kelly-
Applicant & Owner
19 Laurel Street
Special Exception- Multi-Family Dwelling Units
Application#24-11.6
A/R 11/21/24 & PH set for 12/19/24

Greg Biancardi (DB Architects) represented the applicant and displayed photos of the project. He explained that the first floor was a prior dental office and the second and third floor and detached garage had residential apartments.

This project proposed to have three residential apartments in the main house and two Residential units in the garage space.

Mike Ott (Summer Hill Surveyors) reviewed the site plan.
Greg then displayed a PowerPoint.

E. Breining reviewed the staff report.

The commission had a discussion and asked questions.

The commission agreed that the applicant doesn't have to hire a landscape architect due to the sufficient landscaping already there.

They also agreed that the applicant should stripe the existing parking lot.

PUBLIC INPUT: No one spoke

Chairman Andres closed the public hearing.

RETURN TO TABLE:

7. Madison Cassese-Applicant & Owner
43 & 49 Summer Island Road
Special Exception- Accessory Apartment
Application #24-10.5
A/R 10/17/24 & PH opened 11/21/24 and continued to 12/19/24

J. Chadwick made a motion to approve the application with the Findings and Conditions Below:

FINDINGS:

1. Subject to compliance with the conditions listed below, the Commission finds, based on the testimony and application materials presented, that the proposed use of the property is consistent with the Special Exception Criteria per Section 9.8.F.

CONDITIONS:

1. Prior to the start of construction, the following shall be completed to the satisfaction of the Zoning Enforcement Officer and maintained throughout the project:
 - a. Erosion control measures shall be installed and maintained throughout construction, if deemed necessary by the Zoning Enforcement Officer.
2. As may be directed by the Zoning Enforcement Officer, Town Planner or his designee, necessary measures to control any dust generated by fill brought into the site or movement of earth material on site shall be implemented and any additional measures to control soil and erosion determined to be necessary to address conditions during construction.
3. To reduce glare, all fixtures shall be demonstrated to meet the IES full cutoff definition unless they are emergency lights or very low-level accent lights (less than 900 lumen output- less than an incandescent 100-watt bulb). Fixed, not adjustable, arm mounts shall be used for all fixtures. The correlated color temperature of the light source for all exterior fixtures, either building or pole mounted, shall be equal to or less than 3000 Kelvin (K). Information on all building mounted and other site lighting shall be provided as necessary to demonstrate compliance with Section 6.7 and the Lighting Appendix referenced in this Section of the Zoning Regulations.
4. Prior to the issuance of any Certificate of Zoning Compliance or the zoning authorization for the issuance of any Certificate of Occupancy the following shall be completed to the satisfaction of the Town Planner or his designee:
 - a. The owner of the accessory apartment property must file a deed restriction on the land records requiring that the unit, if rented be rented at or below prices

that would qualify the apartment as “affordable housing” as defined in CGS Section 8-30g. The deed restriction is to be reviewed by the Town Counsel or follow his approved format with evidence that the recording of executed deed is the deed restriction version approved by the Town Counsel or that follows his approved format.

F. Russo seconded the motion which passed unanimously.

5. John J. Panzella-Applicant & Owner
67 Cedar Street
Special Exception Modification-Residential addition
Application #24-11.1
A/R 11/21/24 & PH set for 12/19/24

F. Russo made a motion to approve the application with the Findings and Conditions below:

FINDINGS:

1. Subject to compliance with the conditions listed below, the Commission finds, based on the testimony and application materials presented, that the proposed use of the property is consistent with the Special Exception Criteria per Section 9.8.F.

CONDITIONS:

1. To reduce glare, all fixtures shall be demonstrated to meet the IES full-cutoff definition unless they are emergency lights or very low-level accent lights (less than 900 lumen output – less than an incandescent 100-watt bulb). Fixed, not adjustable, arm mounts shall be used for all fixtures. The correlated color temperature of the light source for all exterior fixtures, either building or pole mounted, shall be equal to or less than 3000 Kelvin (K). Information on all building mounted light fixtures shall be provided including cut sheets with all model choices indicated and an updated photometric plan (Sheet LP-1) including an updated schedule providing information on the different types of fixture (maker & model number, mounting height, lumens generated, etc.) and surface light level projections in foot-candles that are in compliance with the requirements of the Zoning Regulations.
2. Prior to the issuance of a Zoning Permit or the authorization for the issuance of a Building Permit the following will be met to the satisfaction of the Town Planner:
 - a. Erosion control measures shall be added to Sheet 1 of 1 entitled “*Improvement Location Survey*” dated June 18, 2024 and last revised on August 28, 2024.
3. Prior to the start of construction, the following shall be completed to the satisfaction of the Zoning Enforcement Officer:

- a. Erosion control measures shall be installed and maintained throughout construction, if deemed necessary.
4. As may be directed by the Zoning Enforcement Officer, necessary measures to control any dust generated by fill brought into the site or movement of earth material on site shall be implemented.

M. Palluzzi seconded the motion which passed unanimously.

5. 35-37 Harrison House LLC, c/o Rachel Kelly-
Applicant & Owner
19 Laurel Street
Special Exception- Multi-Family Dwelling Units
Application#24-11.6
A/R 11/21/24 & PH set for 12/19/24

M. Palluzzi made a motion to approve the application with the Findings and Conditions below:

FINDINGS:

1. Subject to compliance with the conditions listed below, the Commission finds, based on the testimony and application materials presented, that the proposed use of the property is consistent with the Special Exception Criteria per Section 9.8.F.

CONDITIONS:

6. Prior to the issuance of a Zoning Permit or the authorization for the issuance of a Building Permit the following will be met to the satisfaction of the Town Planner:
 - a. The applicant shall revise Sheet C1.0 entitled "Land of 35-37 Harrison Houss LLC 19 Laurel Street Branford, Connecticut" dated November 1, 2024 to show the following:
 - i. plantings consistent with those shown on the renderings and elevations prepared by DB Architecture
 - ii. the existing striped parking spaces on the north side of the rear parking area.
 - iii. Railing on the front walkway shall be removed.
 - iv. If the front walkway is removed a foundation planting plan shall be submitted to the satisfaction of the Town Planner.
 - b. ~~The applicant shall revise Sheet C1.0 entitled "Land of 35-37 Harrison Houss LLC 19 Laurel Street Branford, Connecticut" dated November 1, 2024 to show the location of a trash enclosure or provisions for refuse disposal. This area shall be screened from view from the street.~~

~~c. Sheet 02 (a.k.a. View 02) entitled “North Elevation – Principal Structure, Building Rear” & Sheet 03 (a.k.a. View 03) entitled “West Elevation – Principal Structure, Building Side 2” prepared by DB Architecture shall be revised to show the changes to window design recommended by the Town Center Revitalization Review Board.~~

7. To reduce glare, all fixtures shall be demonstrated to meet the IES full-cutoff definition unless they are emergency lights or very low-level accent lights (less than 900 lumen output – less than an incandescent 100-watt bulb). Fixed, not adjustable, arm mounts shall be used for all fixtures. The correlated color temperature of the light source for all exterior fixtures, either building or pole mounted, shall be equal to or less than 3000 Kelvin (K). Information on all building mounted light fixtures shall be provided including cut sheets with all model choices indicated and an updated photometric plan (Sheet LP-1) including an updated schedule providing information on the different types of fixture (maker & model number, mounting height, lumens generated, etc.) and surface light level projections in foot-candles that are in compliance with the requirements of the Zoning Regulations.
8. Prior to the start of construction erosion control measures shall be added to the site plan to the satisfaction of the Town Planner or his designee, if determined to be necessary by the Town Planner.

F.Russo seconded the motion which passed unanimously.

NEW BUSINESS:

1. Planning & Zoning Commission(C.Andres, Chair)-Applicant
Zoning Regulation Amendments
Application #24-12.1
To be A/R & PH to be set

Staff will set the public hearing.

MINUTES: 11/21/24

J.Chadwick made a motion to approve the minutes.
F. Russo seconded the motion which passed unanimously.

CORRESPONDENCE:

The Town of Guilford is updating their zoning regulations.
E. Breining has the information if anyone wants more details.

OLD BUSINESS:

1. M & V LLC-c/o Mark Andreucci- Applicant
Mary Keegan (Trustee)- Owner
72 Hilltop Drive & 43 Totoket Rd
3 Lot Subdivision
Application #24-11.3

A/R 11/21/24 & PH set for 1/2/25

OTHER BUSINESS:

1. Bond Release -245 East Main St

F. Russo made a motion to release the bond.

J. Vaiuso seconded the motion which passed unanimously.

2. Election of Officers

S. Huttner polled the commission for nominations for Chairman and Secretary positions.

The commission agreed to keep the Chairman , Chuck Andres and the Secretary Fred Russo.

**M. Palluzzi made a motion to reelect Chuck Andres as the Chairman of the Commission
And Fred Russo as the Secretary.**

J. Chadwick seconded the motion which passed unanimously.

3. Planners Report

The commission briefly discussed the upcoming gathering for H. Smith who recently retired.

The meeting adjourned at 8:42 pm