MEETING MINUTES
Town of Granby
Planning & Zoning Commission
Tuesday, April 14, 2026, at 7:00 pm

Present: Eric Lukingbeal, Christine Chinni, Mark Lockwood, Eric Myers, Robert Lavitt, Steve Muller, and Brennan Sheahan
Also Present: Director of Community Development Abigail Kenyon and Land Use Coordinator Renee Deltenre

1. **Call to Order**
   Chair Lockwood called the meeting to order at 7:00 p.m.

2. **Pledge of Allegiance**

3. **Seating of Alternates, if applicable**

4. **Public Session**
   None

5. **Action on the minutes of March 10, 2026**

   ON A MOTION by E. Lukingbeal seconded by R. Lavitt, the Commission voted (6-0-1) to approve the March 10, 2026, minutes as presented. C. Chinni abstained.

6. **Receive applications and schedule public hearing (if applicable)**
   None

7. **Commission Discussion: Proposed zoning regulation changes for Transit Community Middle Housing Developments (2-9 Residential Units) and Mixed-Use in Commercial Zones**
   A. Kenyon provided an overview of Public Act 25-1, which requires the Planning and Zoning Commission to amend its zoning regulations to address middle housing. Said housing is classified as a residential development with 2 to 9 housing units and a mixed-use development with residential and commercial uses. Per the legislation, this is to be allowed by summary review in commercial zones. In preparation for tonight's discussion, staff provided a draft regulation based on feedback received by the Commission at the last meeting and sample regulations provided by the Town Attorney.

   The proposed amendments include updates to definitions, permitted uses versus special permit uses allowed within the COCE, CC, C2, ED and T1 Zones, and new Section 8.30, Transit Community Middle Housing Development. The Commission discussed Section 8.30 line-by-line, addressing criteria for roof design, wall/exterior design, landscaping, parking and lighting. Concerns were raised regarding specificity and requirements deemed unnecessary were removed. Town staff will consult with the Town Attorney regarding if there can be different requirements across different zones, and how Aquifer Protection regulations and the Historic Overlay Zone may affect these requirements. In preparation for the next regular meeting, staff will prepare a revised draft regulation based on comments received from the Commission and Town Attorney.

8. **Discussion about possible action regarding 280 Salmon Brook Street, Station 280: Bond status for outstanding work and Certificate of Occupancy**
A. Kenyon provided a status update and noted that all five buildings have received a Certificate of Occupancy, but the pool/pavilion area remain outstanding. At this time, the property owner is requesting the Certificate of Occupancy be issued for these items; however, when the Building Official issues this final C/O for the project, he is certifying that the property complies the zoning regulations and Commission's approval. As there are outstanding items to be completed, it is staff's position that a C/O should not be issued until all required items are completed. The following items are outstanding at this time:
   a. Final topcoat of pavement.
   b. Line striping after topcoat.
   c. Final landscaping inspection/verification plantings are in accordance with the approved plans, including fencing.
   d. Site to be stabilized and all silt fence/E&S measures to be removed.
   e. Final review that all trash/debris has been removed.
   f. Design engineer to issue a Certificate of Compliance which states the infrastructure was constructed in accordance with the approved plans.
   g. An as-built of the site utilities, structures, and hard surface to be prepared, approved by the Town Engineer, and filed with the Town Clerk.

   The current surety bond in the Town file is $1,542,988.21. Thomas Kalista of Burkentine Real Estate Group was present to address the outstanding items and receive feedback from the Commission. He explained that they are looking to close out the open permits for the pool and pavilion so tenants may utilize them this summer. The pool would be open from Memorial Day to Labor Day. Bids were received for the final topcoat of pavement, which is estimated to cost around $258,000 and wouldn't be complete until the end of September. A temporary or conditional C/O was requested, and conversation ensued among the Commission. Concerns were raised regarding the existing surety bond and whether funds would be easily accessible if the bond were called to complete the project. Options discussed were the issuance of a Temporary or Conditional C/O, a new Performance Bond or receipt of a letter from the Surety Company to establish a timeline for completion of outstanding site work. There was a consensus among the Commission for town staff to contact the Town Attorney and make a final decision based on their recommendation.

9. **Informal Discussion: 551 Salmon Brook Street, Granby Motel, possible conversion to residential use and associated site improvements**
Attorney Richard Case was present on behalf of his client Freedom Property, LLC, to discuss the potential conversion of the property located at 551 Salmon Brook Street to residential use. The 4.1-acre property is located within the C2 (Business) Zone and is occupied by a 14-room motel that is served by a private well and septic system. Freedom Property, LLC is under contract to purchase the property and would like to convert the existing structure into an apartment complex. The majority of construction would be to the rear, allowing the expansion of the existing 14 rooms and façade modifications would occur at the front. Each apartment would have private access to the outside, and majority of the units would be one-bedroom, with a handful of two-bedroom available.

   Professional Engineer David Whitney has been retained to develop the Site Plans, which includes the installation of a new septic system and well, along with the future construction of detached garages. Both Attorney Case and his client have been in contact with town staff and will be

preparing a zoning text amendment for consideration by the Commission, as multi-family is not currently an allowable use in the C2 Zone. Attorney Case noted that his client recently finished a project in Simsbury where they converted a hotel into market rate apartments, and discussion ensued among the Commission regarding the potential conversion of existing buildings within the C2 Zone for residential use.

10. **POCD Committee Update**
    C. Chinni stated that the second public workshop was held on March 12th and the Committee is working on the first draft of the plan.

11. **Staff Report and Correspondence**
    None

12. **Commissioner Reports and Correspondence**
    M. Lockwood stated for the record that he expressed concerns to the town regarding the recent construction that occurred within the Town Hall Meeting Room.

13. **Adjourn**

    ON A MOTION by E. Lukingbeal seconded by C. Chinni, the Commission voted (7-0-0) to adjourn the meeting at 8:55 p.m.

    Respectfully submitted,

    Renee Deltenre