MEETING MINUTES
Town of Granby
Planning & Zoning Commission
Tuesday, July 28, 2026, at 7:00 pm

Present: Eric Lukingbeal, Christine Chinni, Mark Lockwood, Eric Myers, Meg Jabaily, Steve Muller, and Paula Johnson
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**
   P. Johnson was seated for B. Sheahan and M. Jabaily was seated for R. Lavitt.

4. **Public Session**
   None

5. **Action on the minutes from July 14, 2026**

   ON A MOTION by E. Lukingbeal seconded by P. Johnson, the Commission voted (6-0-1) to approve the July 14, 2026, minutes as presented. C. Chinni abstained.

6. **Public Hearings**
   a. **Application seeking a Special Permit under Zoning Regulations Section 8.29.1.3 for a ground-mount solar array for property located at 9 Laurel Drive, R30 Zone.**
      The opening of this hearing has been postponed to the next regular meeting on 9/8/26.

   b. **Application seeking an amendment to Zoning Regulations Section 3.10 Neighborhood and Commercial Transition Zone (T1) to modify building, site, and buffer requirements for multi-family residential uses. File Z-2-26.**
      Ben Hale of Selective Development was in attendance to discuss the application, which was received and continued from the 7/14/26 regular meeting. In response to the initial comments received, the applicant has made changes to include preserving the 150-foot buffer between Special Permit uses and single-family homes but clarifying that the buffer requirement is measured from the adjacent single-family zone and would include any road right-of-way. Changes also include the elimination of the proposal regarding the traffic study requirements. B. Hale provided an overview of the five text amendments, which are meant to collectively allow the construction of multi-family development in accordance with the existing PDM Zone criteria. The Commission discussed the changes and questioned the inclusion of roads when establishing the required buffer. At the request of E. Myers, staff provided the changes that were proposed to the T1 Zone by the Development Commission in 2023, as well as current setback requirements to abutting residential uses within other zones. There was no public comment and the public hearing closed at 7:22 p.m.

c. **Application seeking an 8-lot re-subdivision for property located at 63 Harmony Hill Road; R30 Zone. File P-1-26.**
Professional Engineer Timothy Coon of J.R. Russo & Associates, LLC was present to discuss the application, which was received and continued from the 7/14/26 regular meeting. Since then, Town Staff reviewed the revised plans that were submitted that evening and found all comments/concerns to be addressed. T. Coon addressed the buffer requirements for abutting properties with an agricultural use and explained existing site conditions for the properties in question. A. Kenyon went through her staff comments, which also outlined items if the Commission is inclined to approve the application.

Public Comment
Geoffrey Bayersdorfer, 4 Stardust Drive, questioned if an environmental study was performed and expressed concerns regarding traffic; noting that a stop sign was removed years ago from Harmony Hill Road where it meets Stardust Drive. It was requested that the stop sign be re-installed.

Cathy Lundin, 49 Harmony Hill Road, also requested the re-installation of the stop sign and questioned the proposed lot configurations.

Michael Keenan, 42 Twilight Road, expressed his concern regarding the development of more houses, and disagreed with the Commission's interpretation of Subdivision Regulations Sections 4.4.1 and 4.4.1.2 regarding the number of lots allowed on a dead-end road.

David Rooney, 70 Harmony Hill Road, questioned the ownership of the land, the sale process as the property was never publicly posted for sale, and the affordability of the homes. Email correspondence was received from Mr. Rooney in advance of the meeting and documentation was provided in the Commissioners' meeting packet.

Jeanne Galloway, 3 Stardust Drive, questioned Farmington Valley Health District approval and expressed concerns regarding potential impact on the neighboring aquifer and pedestrian safety due to increased traffic.

M. Lockwood stated that traffic concerns may be directed to the Board of Selectmen, and the Commission has no control over the sale process for private property. T. Coon stated for the record that an environmental study was performed, and no contamination was detected. The public hearing closed at 7:54 p.m.

d. **Application seeking a Special Permit under Zoning Regulations Section 8.6.13 for a sign that exceeds the maximum square footage allowed for property located at 120 West Granby Road, R30 and R50 Zones.**
Applicant Arthur Roti of Belmeade Signs was present to discuss the application. St. Therese Church would like to add a lower panel to their existing ground sign, which would increase the square footage from 16.7 to 22.03. The panel would indicate services and times, and no exterior lighting is proposed. There was no public comment and the public hearing closed at 7:58 p.m.

e. **Application seeking amendments to the Zoning Regulations regarding Transit Community Middle Housing, Mixed-Use Developments, and parking requirements for multi-family developments to comply with PA25-1; changes to require Special Permit approval for multi-family housing in the CC Zone; clarification of multi-family uses in other zones; electric vehicle charging station moved to new section; elimination of section regarding temporary and limited moratorium on cannabis establishments.**
A. Kenyon provided a high-level overview of the proposed changes, which are in response to Public Act 25-1. This legislation 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. Proposed amendments include updates to definitions, permitted uses versus special permit uses allowed within the COCE, CC, C2, ED and T1 Zones, and the new Section 8.30, Transit Community Middle Housing Development. The Commission also identified some other changes, including clarification of requirements for a multi-family use with over ten units, relocation of electric vehicle charging station requirements to a new section, and removing the section about temporary and limited moratorium on cannabis.

Public Comment
Ellen Thompson, 250 Salmon Brook Street, requested clarification on the summary review process and if the architectural standards apply to commercial buildings, to which staff responded that no, the standards will only apply to transit community housing and mixed-use developments. The Commission will consider standards for other uses at a later date, as outlined in the Granby Center Town Study.

The public hearing closed at 8:10 p.m.

7. **Receive applications and schedule public hearings**
   a. **Application seeking a Special Permit under Zoning Regulations Sections 3.5.2.17 and 8.21.4 for a caretaker apartment in the Aquifer Protection Overlay Zone, 18 Mill Pond Drive, C2 Zone.**
   b. **Application seeking amendments to Zoning Regulations Section 8.18 Special Flood Hazard Areas to remain in compliance with National Flood Insurance Program standards.**

   The above applications have been scheduled for a public hearing on 9/8/26 at 7 p.m.

8. **Consideration of applications, where the Commission has concluded the public hearings**
   a. **Application seeking an amendment to Zoning Regulations Section 3.10 Neighborhood and Commercial Transition Zone (T1) to modify building, site, and buffer requirements for multi-family residential uses. File Z-2-26.**
   M. Lockwood read an excerpt from the current POCD, which outlines the need to review the T1 Zone and update the regulations accordingly to allow for greater development opportunities. The current regulations are more than twenty years old and no longer functional. Discussion ensued regarding the proposed landscape buffer requirements, to which the Commission did not like the idea of including town roads, and simply agreed to reduce the required 150-foot landscaped buffer to 100 feet. It was noted that the 100-foot buffer exceeds other buffer requirements in other zones.

ON A MOTION by E. Myers seconded by C. Chinni, the Commission voted (7-0-0) to approve an application seeking an amendment to Zoning Regulations Section 3.10 Neighborhood and Commercial Transition Zone (T1) to modify building, site, and buffer requirements for multi-family residential uses. File Z-2-26; with the following changes:

1. All red-lined text changes outlined in the 7/21/26 memorandum from the Director of Community Development to the Planning & Zoning Commission are hereby adopted, noting two modifications to Section 3.10.3.10 to reduce the 150-foot landscape buffer to 100 feet and the deletion of the last two sentences in the revised paragraph.

b. **Application seeking an 8-lot re-subdivision for property located at 63 Harmony Hill Road; R30 Zone. File P-1-26.**

ON A MOTION by E. Myers seconded by P. Johnson, the Commission voted (7-0-0) to approve an application seeking an 8-lot re-subdivision for property located at 63 Harmony Hill Road; R30 Zone. File P-1-26; subject to the following:

1. The applicant shall pay a fee in lieu of open space as outlined within Section 3.1.3, as proposed. Prior to the filing of the mylars the applicant shall either submit the fee in lieu of open space to the Town or file a document that requires the payment of the fee in lieu of open space at such time as the lots are sold. The fee in lieu of open space is $23,530 or $2,941.25 for each of the 8 lots. A note which references the required fee in lieu of open space shall be added to the mylars.
2. The mylars shall not be filed until an approval letter from the Farmington Valley Health District is received.
3. An access, inspection and repair agreement and a $1,000 cash bond for each lot are required to ensure that the Erosion and Sediment Control Plan is installed, maintained and functions as proposed for individual buildings lots as outlined in the regulations.
4. The reduced visual streetscape buffer is approved as shown on the plans with consideration of the existing and proposed vegetation.
5. This approval is for 8 lots, as it is determined that the road that the proposed lots will have frontage on exists and therefore the regulation limiting the number of lots on a proposed dead-end road does not apply.
6. A note will be included on the mylars indicating the 8 new lots are abutting an agriculture use.
7. Applicant will submit the environmental study referenced in the public hearing to staff.

c. **Application seeking a Special Permit under Zoning Regulations Section 8.6.13 for a sign that exceeds the maximum square footage allowed for property located at 120 West Granby Road, R30 and R50 Zones.**

ON A MOTION by E. Myers seconded by C. Chinni, the Commission voted (7-0-0) to approve an application seeking a Special Permit under Zoning Regulations Section 8.6.13 for a sign that exceeds the maximum square footage allowed for property located at 120 West Granby Road, R30 and R50 Zones, as proposed.

d. **Application seeking amendments to the Zoning Regulations regarding Transit Community Middle Housing, Mixed-Use Developments, and parking requirements for multi-family developments to comply with PA25-1; changes to require Special Permit approval for multi-family housing in the CC Zone; clarification of multi-family uses in other zones; electric vehicle charging station moved to new section; elimination of section regarding temporary and limited moratorium on cannabis establishments. File Z-3-26.**

ON A MOTION by E. Myers seconded by S. Muller, the Commission voted (7-0-0) to approve an application seeking amendments to the Zoning Regulations regarding Transit Community Middle Housing, Mixed-Use Developments, and parking requirements for multi-family developments to comply with PA25-1; changes to require Special Permit approval for multi-family housing in the CC Zone; clarification of multi-family uses in other zones; electric vehicle charging station moved to new section; elimination of section regarding temporary and limited moratorium on cannabis establishments. File Z-3-26; subject to the following:

1. All red-lined text changes outlined in the 7/23/26 memorandum from the Director of Community Development to the Planning & Zoning Commission are hereby adopted, noting one modification to delete Section 3.10.2.11 multi-family residential developments with 10 units or more.

9. **POCD Draft for Review and Referral to Board of Selectmen and CRCOG**
A. Kenyon provided a final draft for review and consideration at the last meeting, to which E. Myers requested that all Commissioners review the document and have their comments/questions prepared for tonight's discussion. Commissioners listed a few minor edits, and E. Lukingbeal requested that consideration be given, where appropriate, to the adoption of a townwide street tree planting program. This was added to the draft, There was a consensus among the Commission to refer the document to the Board of Selectmen and CRCOG, and set a public hearing date for 10/13/26 at 7 p.m.

10. **Granby Center Study Tasks: Development Commission Next Steps**
Chairman Marty Schwager of the Development Commission (DC) was present to discuss next steps regarding the Commission's role as a recognized partner within the Granby Center Study. Over the past few months, the Development Commission has fine-tuned the recommended next steps to better define the tasks and expedite the work necessary to achieve the goals. Other changes include more specific definitions, priorities, what each task is, responsibilities of PZC and DC, sequencing, timelines, architectural standards, etc. M. Schwager also noted that the DC would like to review the current Center Zone(s) regulations and draft zoning amendments based on the Granby Center Town Study recommendations, which would create a starting point for PZC. The goal is to provide a comprehensive set of regulations for the entire Town Center for PZC to review and consider come Spring 2027. The Planning and Zoning Commission had no issue with this planned approach.

11. **Staff Report and Correspondence**
None

12. **Commissioner Reports and Correspondence**
M. Lockwood reminded everyone that the Commission does not meet in August; the next regular meeting is scheduled for 9/8/26 at 7p.m.

13. **Adjourn**

ON A MOTION by E. Lukingbeal seconded by P. Johnson, the Commission voted (7-0-0) to adjourn the meeting at 8:56 p.m.

Respectfully submitted,

Renee Deltenre