MEETING MINUTES
Town of Granby
Planning & Zoning Commission
Tuesday, September 8, 2026, at 7:00 pm

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

1. **Call to Order**
   Acting Chair E. Myers 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 M. Lockwood.

4. **Public Session**
   None

5. **Action on the minutes from July 28, 2026**

   ON A MOTION by P. Johnson seconded by E. Lukingbeal, the Commission voted (5-0-2) to approve the July 28, 2026, minutes as presented. B. Sheahan and R. Lavitt 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, R50 Zone.**
   Christopher Rich of Plainville, CT was present to speak on behalf of his mother who is the applicant and property owner. The four-panel, freestanding solar array was installed in 2023 by the property owners without the necessary permits and brought to the attention of staff by the Building Official upon inspection at an abutting property. C. Rich indicated that there are a total of 65 panels between the ground-mount and roof-mount system that power the existing barn at the rear of the property. A. Kenyon noted that the arrays vary in size, meet the required setbacks, and there is no concern regarding a vegetative buffer. Since the system is located within a regulated area, a permit from the Inland Wetlands and Watercourses Commission was received. No public comment was received and the public hearing closed at 7:14 p.m.

   b. **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.**
   Applicant and property owner Steven Briggs was present to discuss the application. He is seeking permission to convert an existing office space into a caretaker's apartment at 18 Mill Pond, Unit A.

The proposed apartment would be around 400 square feet utilizing the existing front door and an open-floor concept. S. Briggs stated that the individual looking to rent the space is an employee, who has also shown interest in maintaining the property grounds; i.e., mowing, snow removal, etc. A. Kenyon noted that no façade or site changes are proposed and due to the change in use, a sewer allocation for the increased gallons per day from 480 to 585 will require approval from the Water Pollution Control Authority. There was no public comment and the public hearing closed at 7:22 p.m.

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 496 Salmon Brook Street; C2 Zone.**
Applicant Art Roti of Belmeade Signs was present to discuss the application. The property owner is looking to replace their existing freestanding sign with a new 36 square foot sign made of PVC panels and pressure treated posts hidden by vinyl sleeves and caps. The sign will consist of three panels, have no exterior lighting and be installed in the same location as the existing. There was no public comment and the public hearing closed at 7:34 p.m.

d. **Application seeking amendments to Zoning Regulations Section 8.18 Special Flood Hazard Areas to remain in compliance with National Flood Insurance Program standards.**
A. Kenyon provided an overview of the proposed amendments, which are required as a result of recent updates by the Federal Emergency Management Agency (FEMA) to the Flood Insurance Rate Maps (FIRMs). Each time FEMA provides a community with updated FIRMs, the community must adopt or amend floodplain management regulations to incorporate the new data and meet any additional requirements that result from any changes in the data. Flood maps were last updated for the Town of Granby in 2008. Zoning Regulations Section 8.18 pertain to the special flood hazard areas. These regulations were reviewed by the Connecticut Department of Energy and Environmental Protection, and the Town was provided with required changes to remain in compliance. There was no public comment and the public hearing closed at 7:29 p.m.

7. **Receive applications and schedule public hearings**
   a. **Application seeking a Special Permit under Zoning Regulations Section 8.5.2 for a detached accessory apartment, 289 Granville Road, R2A Zone.**
   b. **Application seeking a Special Permit under Zoning Regulations Section 9.9 to allow temporary earth material crushing, screening, and processing associated with an approved re-subdivision, 37 Cider Mill Heights, R2A Zone.**

   The above applications have been scheduled for a public hearing on 9/22/26 at 7 p.m.

8. **Consideration of applications, where the Commission has concluded the 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, R50 Zone.**

ON A MOTION by C. Chinni seconded by E. Lukingbeal, the Commission voted (7-0-0) to approve an 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, R50 Zone; subject to the following condition:

1. In accordance with Section 8.29.1.3.6, "All unused systems shall be removed within twelve (12) months of cessation of operations".

b. **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.**

ON A MOTION by C. Chinni seconded by P. Johnson, the Commission voted (7-0-0) to approve an 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; subject to the following condition:

1. No exterior site changes are approved as part of this application.

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 496 Salmon Brook Street; C2 Zone.**

ON A MOTION by C. Chinni seconded by E. Lukingbeal, 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 496 Salmon Brook Street; C2 Zone, subject to the following condition:

1. No lighting is approved as part of this application.

d. **Application seeking amendments to Zoning Regulations Section 8.18 Special Flood Hazard Areas to remain in compliance with National Flood Insurance Program standards.**

ON A MOTION by C. Chinni seconded by P. Johnson, the Commission voted (7-0-0) to approve an application seeking amendments to Zoning Regulations Section 8.18 Special Flood Hazard Areas to remain in compliance with National Flood Insurance Program standards, as proposed. File Z-4-26. Effective date of October 1, 2026.

9. **Staff Report and Correspondence**

a. **Application seeking a Site Plan Modification under Zoning Regulations Section 4.2.13 to the conceptual overflow parking area, 80 Lost Acres Road, R2A Zone. Approved by staff.**

On 9/4/26, A. Kenyon approved a minor site plan modification for 80 Lost Acres Road to allow the reconfiguration of the existing overflow parking area. The property owners would like to file a lot line revision; however, the revision would result in the overflow parking no longer being located on the vineyard property. Staff advised that a site plan modification would be required to show the new location of overflow parking, which is now proposed just south of the existing parking area.

10. **Discuss T1 Zone Regulations and next steps to draft possible regulation changes**
A. Kenyon discussed how the Commission expressed interest in revisiting the T1 Zoning Regulations after reviewing and approving a recent text amendment for that zone at their July meeting. The revisions presented by the Development Commission in 2023 were included in the meeting packet for review, as the Commission was asked by staff to consider how to move forward. E. Myers stated that the current regulations are now obsolete, while C. Chinni noted that what exists today isn't working. P. Johnson recommended that the Planning and Zoning Commission hold a workshop with the Development Commission to begin the review/amendment process. A. Kenyon noted that she will discuss a potential workshop(s) with the Development Commission at their meeting next week.

11. **Commissioner Reports and Correspondence**
None

12. **Adjourn**

ON A MOTION by P. Johnson seconded by E. Lukingbeal, the Commission voted (7-0-0) to adjourn the meeting at 7:51 p.m.

Respectfully submitted,

Renee Deltenre