Town of Granby
Planning & Zoning Commission
Regular Meeting Agenda
Tuesday, November 24, 2026, at 7:00 pm
Town Hall Meeting Room

Zoom: https://us02web.zoom.us/j/89948151365?pwd=MMsmbMraJ16jww1kFFCemBOq5HaPqh.1
Call-In: 1-929-205-6099
Meeting ID: 899 4815 1365
Passcode: 808074

1. Call to Order

2. Pledge of Allegiance

3. Seating of Alternates, if applicable

4. Public Session

5. Action on the minutes from November 10, 2026

6. Public Hearings
   a. Application seeking a Special Permit under Zoning Regulations Sections 8.6.13 and 8.6.14 for an illuminated sign that exceeds the maximum square footage, 9 Bank Street, Unit F; COCE Zone.
   b. Application seeking a Special Permit under Zoning Regulations Section 8.8.1 for a customary home occupation within an enclosed accessory building, 72 Barkhamsted Road, R2A Zone.

7. Receive applications and schedule public hearings
   a. Application seeking a Special Permit modification under Zoning Regulations Section 8.15.17.7.1 for a farm store to add a tent for outdoor dining, 175 Barn Door Hills Road, R2A Zone.
   b. Any applications that have been received after publication of the agenda.

8. Consideration of applications, where the Commission has concluded the public hearings

9. CGS Section 8-24 Referral, DOT Acquisition of Traffic Easement Area for Traffic Signal replacement at North Granby Road and West Granby Road at Route 189 / Town Hall driveway

10. Staff Report and Correspondence

11. Commissioner Reports and Correspondence

12. Adjourn

Please note: Any person who wishes to provide materials for display on the video monitors at a PZC meeting where such monitors are being used to videoconference the meetings must email the materials no later than 10 AM on the day of the meeting. All materials must be contained in a single attachment to the email. Materials received after the 10 AM deadline will not be accepted for display. Display of the materials is subject to all other rules and procedures of the PZC. Zip drive, memory sticks and other data storage devices will not be accepted.

MEETING MINUTES
Town of Granby
Planning & Zoning Commission
Tuesday, November 10, 2026, at 7:00 pm

Present: Eric Lukingbeal, Paula Johnson, 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 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 C. Chinni.

4. **Public Session**
   None

5. **Action on the minutes from October 13, 2026**

   ON A MOTION by E. Lukingbeal seconded by P. Johnson, the Commission voted (6-0-1) to approve the October 13, 2026, minutes as presented. S. Muller abstained.

6. **Receive applications and schedule public hearings**
   a. **Application seeking a Special Permit under Zoning Regulations Sections 8.6.13 and 8.6.14 for an illuminated sign that exceeds the maximum square footage, 9 Bank Street, Unit F; COCE Zone.**
   b. **Application seeking a Special Permit under Zoning Regulations Section 8.8.1 for a customary home occupation within an enclosed accessory building, 72 Barkhamsted Road, R2A Zone.**

   The above applications have been scheduled for a public hearing on 11/24/26 at 7 p.m.

7. **Informal Discussions**
   a. **516 Salmon Brook Street: Discuss possible building construction and covered shipping containers for use by general contractors**
   Property owner Doug Max was present to discuss the possibility of providing equipment and vehicular rental storage for contractors by utilizing covered shipping containers. The shipping containers would allow tenants to secure their equipment all year round, while the roof structure would keep vehicles or other large equipment protected from the elements. The units would be painted to match the existing commercial structure on-site and have no utilities. D. Max also discussed the possibility of constructing a 180'x60' open steel building on the southern portion of his property, which could also be used for rental space. A. Kenyon provided a historical overview of the property and asked the Commission for feedback regarding the proposed use and structures.

At this time, there is no provision in the zoning regulations for outdoor storage within the Industrial Zone, so a text amendment would be required. M. Lockwood stated that shipping containers are temporary in nature and would not be considered a structure. There was a general consensus among the Commission that the use of shipping containers would not be permitted; however, the proposed use of an industrial self-storage facility for generator contractors seemed favorable given the location of the property.

b. **114 and 121 Hungary Road: Discuss possible re-subdivision applications and open space requirements**
Surveyor Kevin Flowers of Barton & Loguidice was present on behalf of the property owner Martha Griffin to discuss the re-subdivision process as it pertains to open space requirements. The owner would like to divide both properties into two lots, which would require a re-subdivision as the properties were already split. Per the Subdivision Regulations, 20% of the property shall be dedicated open space or the Commission may also accept a Fee-in-Lieu of open space dedication. If open space were required, 7.74 acres would be needed on 114 Hungary Road and .86 acres on 121 Hungary Road. If utilizing the Fee-in-Lieu provision, the fee for 114 Hungary Road would be $13,926 and the fee for 121 Hungary Road would be $8,304.

As noted in her staff memo, A. Kenyon outlined three circumstances in which the Commission may waive open space requirements. K. Flowers stated that the division of property is to facilitate a transfer of ownership of the existing buildings that are located on a previously developed property, which is one of the waiver provisions. The Commission discussed open space requirements, including entities that accept dedicated open space. It was noted that due to the acreage left on 114 Hungary Road, additional lots could be created and open space dedicated as part of a future application. E. Lukingbeal and P. Johnson recused themselves from deliberation as they are affiliated with the Granby Land Trust. Based on the discussion that ensued, the Commission was open to all three options and directed the property owner to apply with the desired proposal and to include an explanation.

8. **Staff Report and Correspondence**
A. Kenyon stated that she has been working with the Town Attorney to finalize the fines for 371 North Granby Road, which will be filed in court as part of the next step. The property owners are in the process of evicting their tenant, who has to vacate the property by 1/15/27, at which time any remaining equipment will become the possession of the property owners.

9. **Commissioner Reports and Correspondence**
None

10. **Adjourn**

ON A MOTION by E. Lukingbeal seconded by P. Johnson, the Commission voted (7-0-0) to adjourn the meeting at 7:48 p.m.

Respectfully submitted,

Renee Deltenre

TOWN OF GRANBY
Public Hearing
Planning & Zoning Commission (PZC)

There will be a public hearing conducted by the PZC on Tuesday, November 24, 2026, at 7:00 p.m. in the Granby Town Hall Meeting Room, 15 North Granby Road, to hear and consider the following items:

- Application seeking a Special Permit under Zoning Regulations Sections 8.6.13 and 8.6.14 for an illuminated sign that exceeds the maximum square footage, 9 Bank Street, Unit F; COCE Zone.
- Application seeking a Special Permit under Zoning Regulations Section 8.8.1 for a customary home occupation within an enclosed accessory building, 72 Barkhamsted Road, R2A Zone.

At the hearing interested persons may appear and be heard, and written communications will be received. Copies of the proposals are on file in the Community Development Office.

TOWN OF GRANBY

MEMORANDUM

TO: Planning and Zoning Commission

CC: Art Roti

FROM: Abby Kenyon, Director of Community Development

DATE: November 16, 2026

RE: Application seeking a Special Permit under Zoning Regulations Sections 8.6.13 and 8.6.14 for an illuminated sign that exceeds the maximum square footage, 9 Bank Street, Unit F; COCE Zone.

The Zoning Regulations allow one building sign per business with a maximum size of one square foot of signage for every one running foot of storefront, to a maximum of 24 square feet. Special Permit approval is required for any sign that exceeds the maximum allowed size. Special Permit approval is also required for any sign that is illuminated.

The applicant proposes to install one building sign at 9 Bank Street, in what is currently a vacant unit. As shown on the attached rendering, the proposed sign will measure 144" by 18" (18 square feet) and will have halo lighting. It should be noted that the storefront is about 20 feet wide, so a sign up to 20 square feet is allowed—the proposed 18 square feet complies with the regulation. However, under Section 8.6.14 Special Permit approval is required for the illumination. Below is an example of a halo-lit sign:



Source: signagedetails.com

Please refer to the following regarding the illumination:

Section 8.6.14: Signs may be illuminated only upon the issuance of a Special Permit by the Commission. No sign may be illuminated by either internal or external illumination without such approval. In making a decision on the proposed illumination of a sign the Commission shall consider the following items in addition to the criteria outlined in Section 8.2

1. The proximity of the sign to residential properties.
2. The specific location of the sign as placed on the property.
3. The type of lighting proposed (fluorescent and HID high intensity discharge, metal halide, high-pressure sodium).
4. The style and location of the proposed light fixtures, with the preferred location of the fixtures being on and towards the top of the sign.
5. The intensity of the proposed lighting,
6. The potential impact of the proposed light on pedestrian and vehicular traffic.
7. The proximity of the sign to other lighted areas and the amount of ambient light within the general area of the sign
8. The proximity of the sign to other illuminated signs and the consistency of the proposed illumination with other area signs.

It should be noted that many other building signs in the plaza are illuminated. The signs for both Geissler's and Subway are illuminated channel letters while Liquor World and Rancho Viejo have illuminated box signs.

The applicant will be at the hearing to explain the sign and answer any questions.



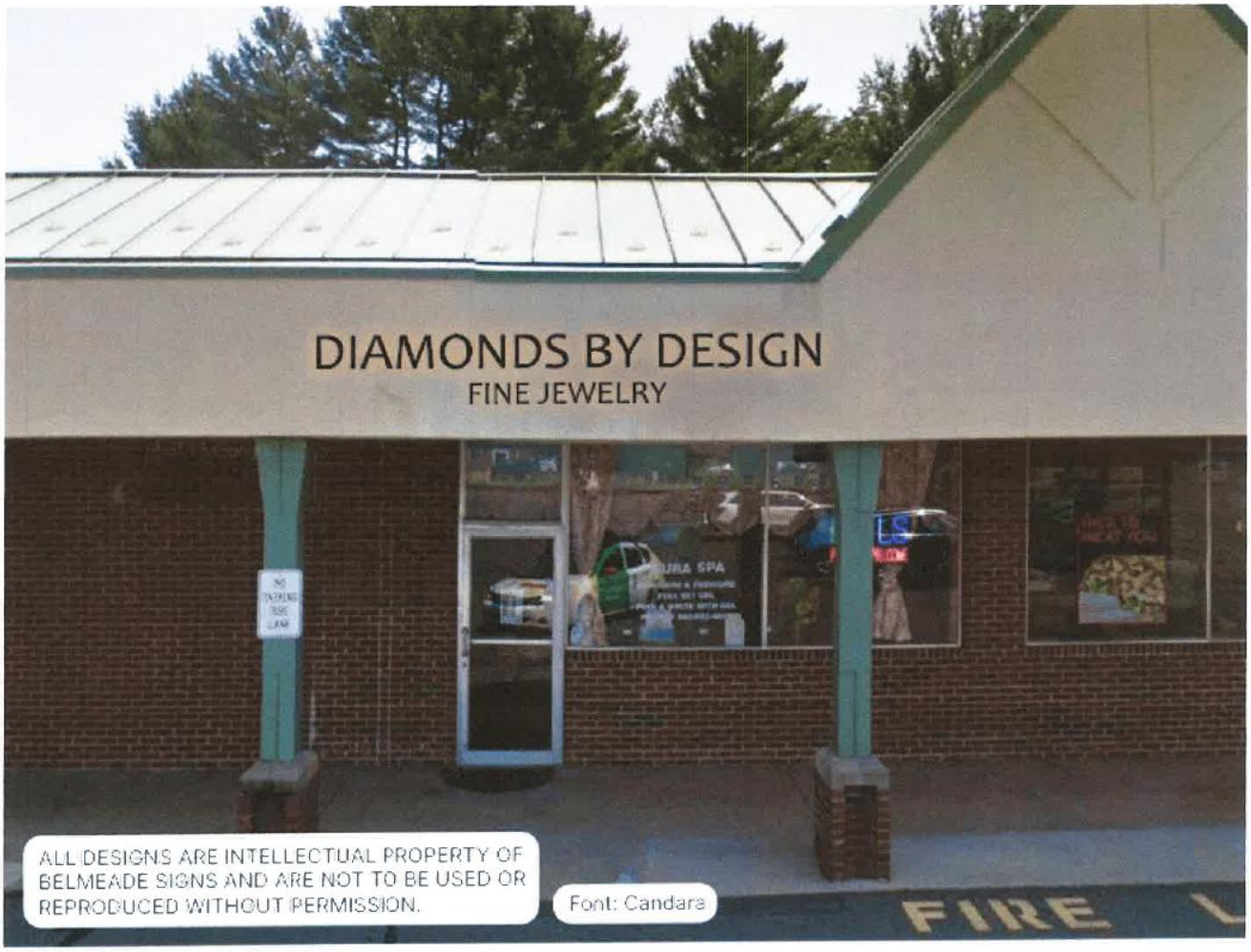


Applicant's Narrative

Special Permit request for Diamonds by Design

Sign meets square footage requirements in Granby regulations

Sign will have halo lighting



Belmeade Signs
No BS. Just the Best

Name: Tiffany Hannoush
Type: 3D Lettering
Dimensions: 144" Wide x 18" High

TOWN OF GRANBY

MEMORANDUM

TO: Planning and Zoning Commission

CC: Joseph Schachter

FROM: Abby Kenyon, Director of Community Development

DATE: November 16, 2026

RE: Application seeking a Special Permit under Zoning Regulations Section 8.8.1 for a customary home occupation within an enclosed accessory building, 72 Barkhamsted Road, R2A Zone.

The property, 72 Barkhamsted Road, is 4.33 acres in the R2A Zone. There is one single-family house on the property and some outbuildings. Old Orchard Road, which is a private road, bisects the property. The house and outbuildings are located to the west of the road. There are two driveways that provide access to the property, one directly on Barkhamsted Road and the other from Old Orchard Road (see aerial below).



As outlined in the attached narrative, an application has been submitted for Special Permit approval to conduct a home occupation in a detached accessory structure. Specifically, the applicant is proposing to operate a gunsmithing business from a barn located on the property. All activities would be conducted inside the building, with all tools and materials stored inside. As part of this business, the applicant would also engage in sales and process firearm transfer paperwork. It is expected that any visits to the property would be by appointment only and sales would largely be shipped off site, minimizing traffic/visits to the property. It is noted that no exterior changes or modifications would be made to the property/building to accommodate the proposed use. Pictures are included on the following pages, showing the interior and exterior.

Zoning Regulations Section 8.8 outlines criteria for Customary Home Occupations (see regulation below). The business complies with all provisions, but Special Permit approval is required under Section 8.8.1 because it is located in a detached structure.

8.8 CUSTOMARY HOME OCCUPATION

Customary home occupations permitted in Sections 3.1, 3.2 and 3.3 shall be subject to the following provisions:

8.8.1 A customary home occupation shall be carried on entirely within the dwelling unit excepting agricultural, instructional and educational activities, which may be permitted outside. The home occupation may be permitted within an enclosed accessory building, upon issuance of a Special Permit by the Planning and Zoning Commission;

8.8.2 A customary home occupation shall be carried on by the inhabitants of such dwelling unit and shall only involve the employment on the premises of any member of the immediate family residing in such dwelling unit plus one (1) person, full or part-time, not residing in such dwelling unit;

8.8.3 A customary home occupation shall be clearly incidental and secondary to the use of such dwelling unit and lot for residential purposes;

8.8.4 A customary home occupation shall not change the residential character of such dwelling unit and lot;

8.8.5 A customary home occupation shall be contained within the dwelling unit and shall occupy an area not to exceed 25% of the gross floor area of such dwelling unit;

8.8.6 A customary home occupation shall not offer display or advertise any commodity or service for sale or rental on the premises except that signs may be permitted in conformance with Section 8.6;

8.8.7 A customary home occupation shall not store any materials or products on the premises outside of the dwelling unit or the permitted accessory building in which it is located;

8.8.8 A customary home occupation shall not provide on the premises any service or offer for sale any product when such sale or service results in a significant increase in traffic to the area;

8.8.8 A customary home occupation shall not create any objectionable noise, odor, vibrations, or unsightly conditions;

8.8.9 A customary home occupation shall not provide on the premises any service or offer for sale any product when such sale or service results in a significant increase in traffic to the area;

8.8.10 A customary home occupation shall not create a health or safety hazard;

8.8.11 A customary home occupation shall not create interference with radio and television reception in the vicinity;

8.8.12 A customary home occupation shall not be a barber shop, beauty parlor or a professional office where customers, clients or patients come to the home or any similar use; shall not permit the retail sale of items not made on the premises; and shall not permit the repair of automobiles or similar vehicles;

8.8.13 The Building Official may, at his/her discretion and for good cause, such as, a non-customary use, potential excessive noise, storage of materials or parking, refer any question concerning a customary home occupation to the Commission for its review and recommendations;

The Commission shall have thirty (30) days from its receipt of the request from the Building Official within which to forward its report or findings and recommendations to the Building Official. Said report of the Commission shall be advisory only, and the failure of the Commission to submit its report within the prescribed thirty (30) day period shall not prevent the Building Official from reaching a decision on the application for the customary home occupation after the prescribed thirty (30) daytime period has expired.

When considering the Special Permit, the Commission is to also consider the criteria in Section 8.2, including suitable structure for use, suitable location for use, and neighborhood compatibility.

The applicant will be at the hearing to explain the application in more detail and answer any questions the Commission may have.

Applicant's Narrative

Explanation of proposed business at 1 Old Orchard rd, West Granby

Proposed business would be a low traffic and low volume gunsmithing, e-sales and firearm transfer paperwork for clients by appointment only. There would be no large deliveries to this address as most of my sales would be drop shipped directly from warehouses.

The space being used is a 224 square ft room that consists of an office desk, small workbench, tools and a safe. Tools used would be mostly hand tools and electric operated tools for example a Dremel buffing tool, a "homeowner" sized drill press, hand drill, ect. with no noise impact to the neighborhood.

I will not be making any changes to the exterior of this building or the property in any way or putting any signage.

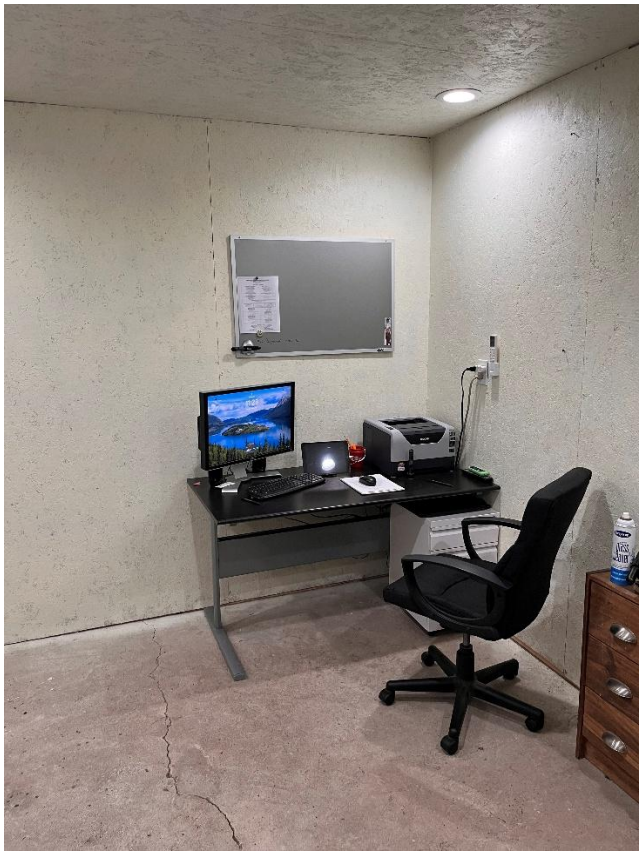
Me and my wife Kathryn Mallach own this property.

Joseph Schachter



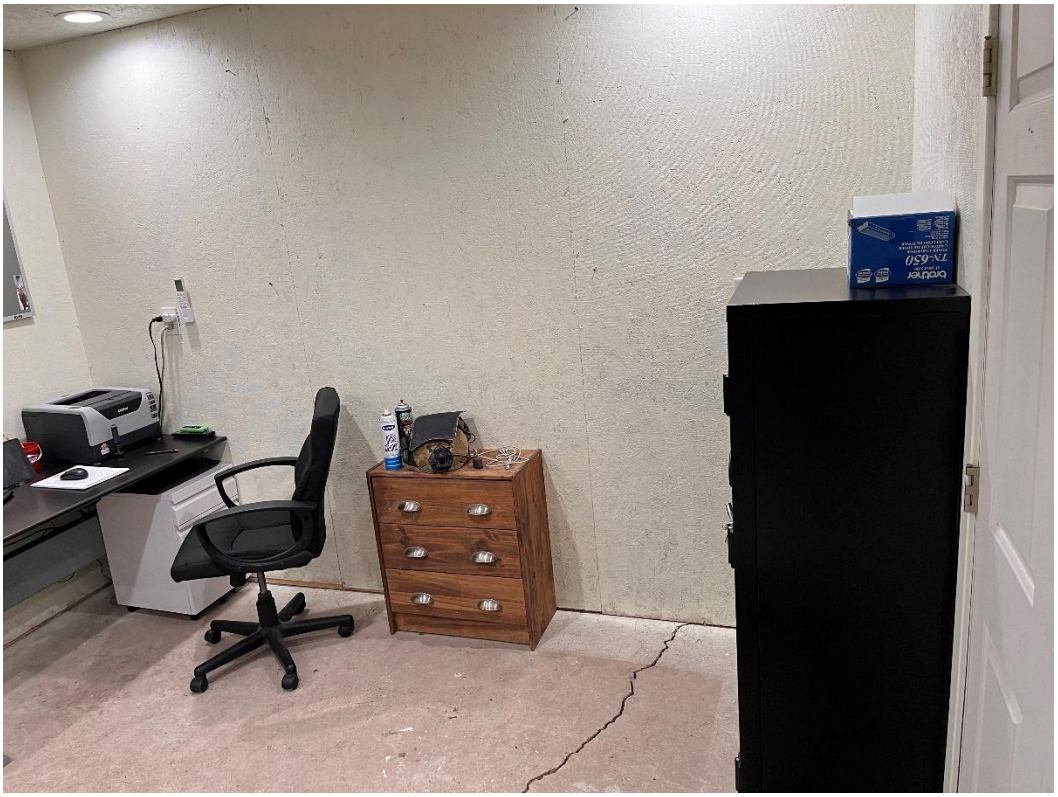
72 Barkhamsted Road – Photos



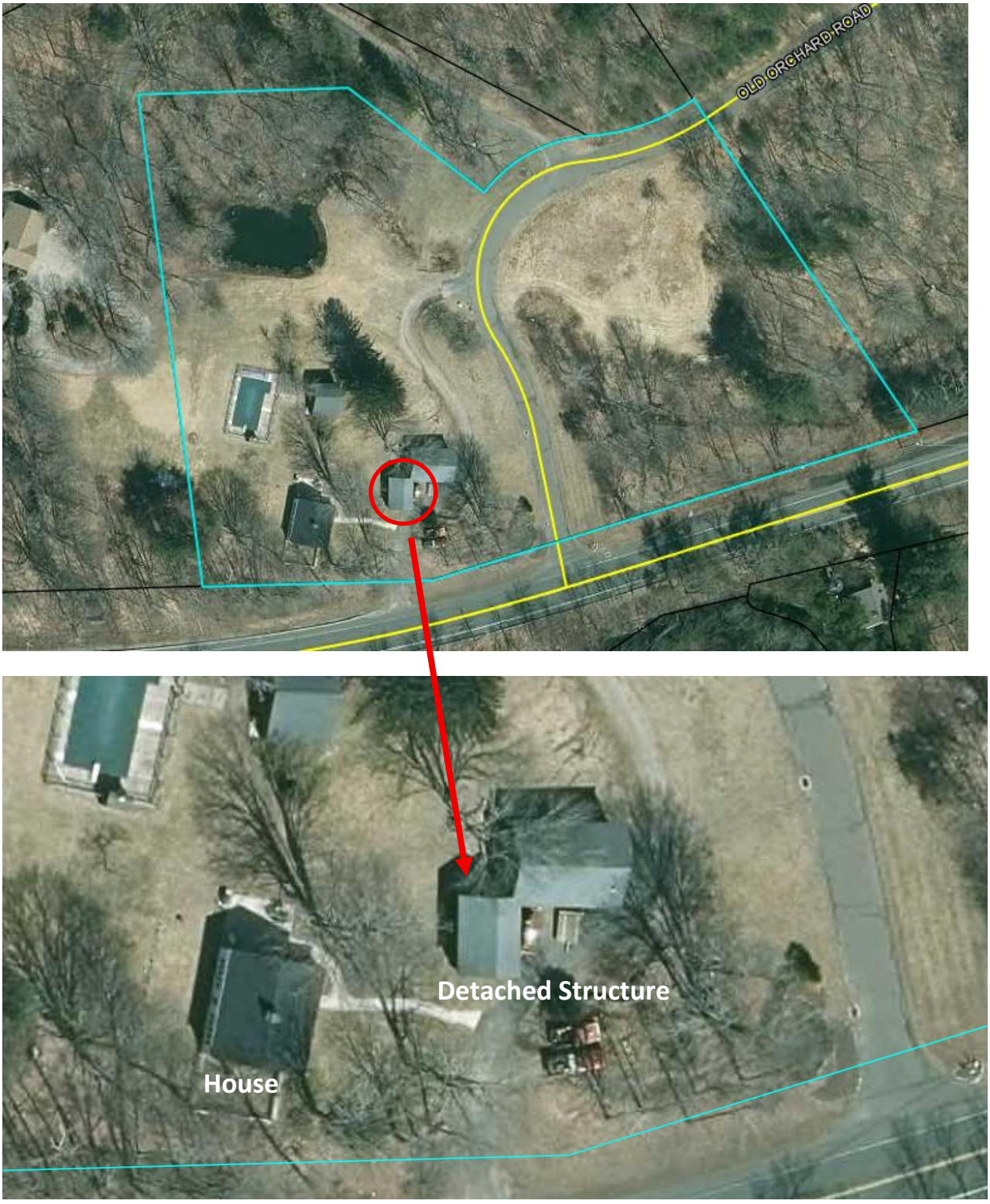





COMP
PERFORMANCE PARTS
FLOWMASTER
DYNO


brother
TN-630

Site Layout



Source: Town GIS



Source: Zillow

TOWN OF GRANBY

MEMORANDUM

TO: Planning and Zoning Commission

FROM: Abby Kenyon, Director of Community Development

DATE: November 18, 2026

Re: CGS Section 8-24 Referral, DOT Acquisition of Traffic Easement Area for Traffic Signal replacement at North Granby Road and West Granby Road at Route 189 / Town Hall driveway

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Background
The State of Connecticut Department of Transportation (DOT) will be replacing the traffic control signals at the intersection of West Granby Road and North Granby Road at Route 189 / the driveway to Town Hall. As part of this project, DOT has identified an easement area on town property located at 15 North Granby Road (Town Hall complex) will be needed. This easement area is about 782 square feet (refer to aerial and map on the following pages).

Because Town property will be encumbered with an easement, the proposal must be referred to the Planning and Zoning Commission for a report under Connecticut General Statutes Section 8-24.

The Commission is to evaluate the proposal for consistency with the Plan of Conservation and Development. A report will then be issued to the Board of Selectmen for further consideration and action.

Action
If the Commission is in agreement, the following motion is proposed for consideration:

Move that the Planning and Zoning Commission, pursuant to the provisions of Section 8-24 of the General Statutes of Connecticut, find that the proposed easement at 15 North Granby Road is not in conflict with the Plan of Conservation and Development.

15 North Granby Road

