

**MEETING MINUTES**  
Town of Granby  
Planning & Zoning Commission  
Tuesday, June 13, 2023 at 7:00 pm

**Members Present:** Eric Lukingbeal, Matthew Peters, Eric Myers, Jonathan Boardman, Christine Chinni, and Alternate Paula Johnson

**Absent:** Mark Lockwood, Brennan Sheahan and Alternate Robert Lavitt

**Also Present:** Director of Community Development Abigail Kenyon and Land Use Coordinator Renee Deltenre

**1. Call to Order**

Acting Chairman 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, items not on the agenda or subject to a public hearing**

None

**5. Action on the minutes of May 9, 2023**

**ON A MOTION** by E. Lukingbeal seconded by J. Boardman, the Commission voted (5-0-1) to approve the May 9, 2023 minutes as presented. C. Chinni abstained.

**6. Public Hearings**

**a. Application seeking a Special Permit under Zoning Regulations Section 8.6.13 for two building signs for property located at 25 Hartford Avenue, COCE Zone: File Z-10-23.**

Applicants and property owners Sarah Byrnes and Carl Brown of 41 Briarwood Road, Barkhamsted, CT, were present to discuss the application. S. Byrnes recently relocated her jewelry shop from Simsbury to Granby and is seeking approval to install an additional non-illuminated wall sign on the building. The applicant already received approval for one sign, which is located on the western side of the building and the proposed second sign would be mounted on the eastern side. The proposed sign is just over 13 square feet. The Zoning Regulations require Special Permit approval for more than one wall sign. The Commission was pleased with the design of the sign and expressed no concerns. There was no public comment and the public hearing closed at 7:08 p.m.

- b. Application seeking amendments to Zoning Regulations Sections 1.1 to include R4A and Granby Center Zones in zone types; 2.11 to clarify residential fuel tank type and placement; 2.12 to eliminate separation distance from watercourses; 3.7.4.5, 3.12.5, and 6.1 to remove residential dwelling area requirements; 4.0 and 4.2.11 to clarify R4A Zone site plan requirements; 7.4.1 to clarify multi-family parking requirements; 8.1.3.2, 8.1.8 and 8.1.9 to clarify accessory building setback requirements and size; 8.6.15.2.6 to change sign permit fees; 10.2.1.1 to update building code reference; 10.2.3.3 to change special permit application fees; and 10.3.2.6 to change Zoning Board of Appeals fees: File Z-9-23.**

A. Kenyon provided the Commission with a revised memorandum outlining potential zoning regulation amendments that incorporate the comments received at the April 25<sup>th</sup> meeting. A. Kenyon reviewed the proposed changes, which are minor in nature and are intended to correct several errors or omissions, as well as reflect changes to legislation. It was noted that the proposed Section 10.3.2.6, Zoning Board of Appeals (ZBA) fees, can be stricken as ZBA fees are handled by the Town Manager. It was noted the word ‘see’ should also be removed from Section 1.1. There was no public comment and the public hearing closed at 7:21 p.m.

**7. Receive applications and schedule public hearings**

- a. Application seeking to renew a Special Permit under Zoning Regulations Section 9 for earth excavation, for property located at 536 Salmon Brook Street, Tilcon, I/R30/R50 Zones: File Z-11-23.**

The above application has been scheduled for a public hearing on June 27, 2023.

- b. Application seeking a Special Permit under Zoning Regulations Section 8.20 for a 10 lot FRD re-subdivision, Cider Mill Heights, for property located at 604 Cider Lane, R2A Zone: File P-1-23.**

The above application has been scheduled for a public hearing on June 27, 2023.

- c. Application seeking to renew a Special Permit under Zoning Regulations Section 9 for earth excavation, for property located at 67, 87, and 95B Notch Road, R50 Zone: File Z-12-23.**

The above application has been scheduled for a public hearing on June 27, 2023.

- d. Application seeking a re-subdivision for 6, 8, 10, 11, 15, 17, 19, 21, 22, 24 and 26 Harness Way to reconfigure lot lines, including for the right of way and open space to be dedicated to the Town of Granby, Harness Way Development, R30 Zone: File P-2-23.**

The above application has been scheduled for a public hearing on June 27, 2023.

*The following application was submitted after the agenda was posted and will be received this evening.*

- e. **Application seeking a Special Permit under Zoning Regulations 3.12.2 for open air markets for property located at 335 Salmon Brook Street, CC Zone: File Z-14-23.**

The above application has been scheduled for a public hearing on July 11, 2023.

- 8. **Consideration of applications, where the Commission has concluded the public hearing**
  - a. **Application seeking a Special Permit under Zoning Regulations Section 8.6.13 for two building signs for property located at 25 Hartford Avenue, COCE Zone: File Z-10-23.**

**ON A MOTION** by C. Chinni seconded by P. Johnson, the Commission voted (6-0-0) to approve an application seeking a Special Permit under Zoning Regulations Section 8.6.13 for two building signs for property located at 25 Hartford Avenue, COCE Zone, File Z-10-23, as proposed.

- b. **Application seeking amendments to Zoning Regulations Sections 1.1 to include R4A and Granby Center Zones in zone types; 2.11 to clarify residential fuel tank type and placement; 2.12 to eliminate separation distance from watercourses; 3.7.4.5, 3.12.5, and 6.1 to remove residential dwelling area requirements; 4.0 and 4.2.11 to clarify R4A Zone site plan requirements; 7.4.1 to clarify multi-family parking requirements; 8.1.3.2, 8.1.8 and 8.1.9 to clarify accessory building setback requirements and size; 8.6.15.2.6 to change sign permit fees; 10.2.1.1 to update building code reference; 10.2.3.3 to change special permit application fees; and 10.3.2.6 to change Zoning Board of Appeals fees: File Z-9-23.**

**ON A MOTION** by C. Chinni seconded by J. Boardman, the Commission voted (6-0-0) to approve an application seeking amendments to Zoning Regulations Sections 1.1 to include R4A and Granby Center Zones in zone types; 2.11 to clarify residential fuel tank type and placement; 2.12 to eliminate separation distance from watercourses; 3.7.4.5, 3.12.5, and 6.1 to remove residential dwelling area requirements; 4.0 and 4.2.11 to clarify R4A Zone site plan requirements; 7.4.1 to clarify multi-family parking requirements; 8.1.3.2, 8.1.8 and 8.1.9 to clarify accessory building setback requirements and size; 8.6.15.2.6 to change sign permit fees; 10.2.1.1 to update building code reference; 10.2.3.3 to change special permit application fees; and 10.3.2.6 to change Zoning Board of Appeals fees: File Z-9-23, subject to the following changes:

1. Removal of the word “See” under Section 1.1, Zone Types; and,
2. Removal of proposed Section 10.3.2.6, Zoning Board of Appeals fees.

- 9. **Commission Discussion: Zoning Regulations pertaining to Cannabis Establishments**
  - A. Kenyon provided the Commission with revised draft regulations, which incorporate the comments received at the May 9<sup>th</sup> meeting. Staff clarified within the proposed regulations that farm stores could not sell cannabis products and the growing of cannabis is not considered agriculture. Staff will prepare a formal application and there will be a public hearing on the proposed regulation at the first meeting in July.

**10. Staff Report and Correspondence**

A. Kenyon provided the Commission with an update regarding cleanup at the small engine repair facility located at 371 North Granby Road. Some improvement has been made; however, staff will follow up later in the week and if no further progress is made then the next step would be the issuance of a formal violation notice. A. Kenyon spoke with the Department of Transportation regarding the road re-construction project in Granby Center and noted that paving will begin closer to August, with an anticipated completion date of late August/early September.

**11. Commissioner Reports and Correspondence**

None

**12. Adjourn**

**ON A MOTION** by P. Johnson seconded by J. Boardman, the Commission voted (6-0-0) to adjourn the meeting at 7:40 p.m.

Respectfully submitted,

Renee Deltenre  
Land Use Coordinator