

Agenda
Tolland Planning & Zoning Commission
21 Tolland Green, Tolland, Connecticut
Monday, February 12, 2024 at 7:00 p.m., 6th floor – Council Chambers

1. Call to Order
2. Pledge of Allegiance
3. Seating of Alternate(s)
4. Additions to Agenda
5. **Public Comment** - Any person wishing to ask a question, make a comment or put forward a suggestion for any item or matter other than a public hearing item.
6. **Public Hearing(s)**
7. **Old Business**
8. **New Business**
 - 8.1. State Senator Jeff Gordon and State Representative Tim Ackert conversation with PZC
 - 8.2. 8-24 Review – Senior Center Pickleball Court
 - 8.3. **PZC #24-1 – 398 Grant Hill Road** – Special Permit per Section 3-11.C.2 Height Restrictions to build a 45’-8.1/2” barn for agricultural purposes. Zone: Residential Design District. Applicant: Kenneth Kaplan. *Receive and set the Public Hearing for Monday, February 26, 2024.*
 - 8.4. **PZC #24-2- Zoning Regulation Amendment-** Request to amend Section 16-13 “Farm Brewery, Farm Cidery, Farm Distillery and Farm Winery” to allow the sale of alcoholic beverages manufactured within 30 miles of the premises to be sold on site. Applicant: Larry Lemek and RJL Enterprises. *Receive and set the Public Hearing for Monday, February 26, 2024.*
9. **Reports**
 - 9.1. Town Council Liaison
 - 9.2. Economic Development Liaison
 - 9.3. Capitol Region Council of Governments
 - 9.4. Zoning Enforcement Report
 - 9.5. Planning Update
10. **Other Business**
11. **Correspondence**
12. **Public Participation**
13. **Approval of Minutes** – January 22, 2024 Regular Meeting
14. **Adjournment**

To join the Zoom meeting, either click:
<https://us06web.zoom.us/j/4325402030?pwd=NG43ZHcyOXBQOGJldzZVTmQxNmhZZz09>
One tap mobile:
+13017158592,,4325402030#,,,,*444555#**Or call:** 1-646-876-9923 and input:
Meeting ID: 432 540 2030
Passcode: 444555

All public business will be conducted by 11:00 p.m. unless waived by a vote of the Commission.
Any party needing an accommodation contact the Planning & Development Department at (860) 871-3601.
The Town of Tolland is an Affirmative Action/Equal Opportunity Employer.



TOWN OF TOLLAND

Planning & Development Department

21 Tollard Green, Tollard CT 06084
Tel.: (860) 871-3601

MEMORANDUM

TO: Tollard Planning and Zoning Commission
FROM: David Corcoran AICP, Director of Planning and Development
DATE: February 6, 2024
SUBJECT: **8-24 Review for a Pickleball Court at the Senior Center**

Summary

Process:

This item is before the Commission for review based on the requirements of Chapter 126 of the CT General Statutes, Section 8-24 which requires the Municipality to submit any project defined as a “Municipal Improvement” to this Commission for review. Per Statute, this review is required before the Town may, “locate, accept, abandon, widen, narrow or extend any street, bridge, parkway or other public way, (2) locate, relocate, substantially improve, acquire land for, abandon, sell or lease any airport, park, playground, school or other municipally owned property or public building, (3) locate or extend any public housing, development, redevelopment or urban renewal project, or (4) locate or extend public utilities and terminals for water, sewerage, light, power, transit and other purposes.”

Project Description:

During the 2022 Legislative Session, the Department of Aging and Disability Services (ADS) was awarded \$10 million dollars in American Rescue Plan Act (ARPA) funds for senior centers in Connecticut. In February 2023, the Town of Tollard received notice they were allocated \$32,440 of these senior center specific ARPA funds. The funds can be used for facility improvements or programming for senior centers.

After discussion with staff, the Town Manager is supporting the use of those funds towards the construction of a single outdoor pickleball court at the senior center at 674 Tollard Stage Road. The remaining funds will come from a donation made to the senior center. The location and plan is attached. The proposed location is adjacent to existing wetlands and will also require a Wetlands Permit, which will be discussed at the February 15th Inland Wetlands and Watercourses Commission meeting.

The decision to invest in a pickleball court stems from the growing popularity of this sport, particularly among individuals aged 55 and above. According to the 2022 Sports & Fitness Industry Report, more than half of the players are over the age of 55, with a third being over the age of 65. Pickleball is a low impact sport that offers cardiovascular exercise as well as opportunities for social interaction, which aligns well with the needs and interests of our senior community members.

**Legal Notice
Public Hearing**

Tolland Planning & Zoning Commission

The Tolland Planning & Zoning Commission will hold a Public Hearing on Monday, February 26, 2024 commencing at 7:00 p.m., to hear and discuss the following:

PZC #24-1 – 398 Grant Hill Road – Special Permit per Section 3-11.C.2 Height Restrictions to build a 45’-8.1/2” barn for agricultural purposes. Zone: Residential Design District. Applicant: Kenneth Kaplan

A copy of this application is on file and available for review in the Planning & Building Department at 21 Tolland Green, Tolland, CT.

To be advertised twice in the Journal Inquirer: Monday, February 12, 2024 and
Thursday, February 22, 2024



**TOWN OF TOLLAND
PLANNING AND ZONING COMMISSION
APPLICATION FOR SITE PLAN OR SPECIAL PERMIT APPROVAL**

PZC # _____

What are you applying for? (check one):

Site Plan (new)

Special Permit (new)*

Site Plan Modification

Special Permit Modification*

**Most special permit applications require submittal of a site plan, with no additional fee for site plan required.*

Property Information	
Property Address:	398 Grant Hill Road
Property Owner:	Kenneth Kaplan
Zone: Farm	Map/Block/Lot: _____

Applicant Information	
Applicant Name:	Kenneth Kaplan
Mailing Address:	398 Grant Hill Road, Tolland CT 06084
Phone Number:	860-916-9784
Email Address:	kenkaplan@kaplancomputers.com

Applicable Section of the Zoning Regulations which pertains to the proposed activity:
Building Height & Size

Describe proposed buildings, site work, and use:
The Barn Will be used to store farm equipment and tools for farm related activities maintaining and working our 52 Acre Farm
The Proposed Barn is 62'X120' and the plans were submitted with the site plans , There is not much site work required because it is in the middle of a 15 Acre Cleared Farm Field.

Fee Schedule for Special Permits and Site Plans

Special Permits & Site Plans***Site Plan or Special Permit****Fee for a new building or addition:**

- 10,000 gross square feet or less: \$300
- 10,001 to 50,000 gross square feet: \$500
- 50,001 or greater gross square feet: \$750 + \$25 for each additional 1,000 gross square feet

No new building nor building addition:

\$300 plus \$0.005 (half cent) per square foot of newly disturbed land area.

Plus State Fee: \$60

Revision of an Approved Site Plan

Fee: \$150

Plus State Fee: \$60

Multi-Family Special Permit and Site Plan

Fee: \$300 plus \$10 per unit for each unit over ten units.

Plus State Fee: \$60

Golf Course Special Permit and Site Plan

Fee: \$750 plus \$10 per acre

Plus State Fee: \$60

Removal of Earth Products**Fee:**

- Less than 1,000 cubic yards (cy): \$250
- 1,001 to 50,000 cy: \$500
- 50,001 – 100,000 cy: \$1,000
- More than 100,001 cubic yards: \$2,000

Plus State Fee: \$60

Removal of Earth Products - Post Approval

Annual Map Fee: \$50

Campground

Fee: \$250 plus \$10 per campsite

Plus State Fee: \$60

Campground – Post Approval

Annual Fee: \$2 per campsite

Please submit the following with this form:

1. The fee must be submitted to be considered a complete application.
2. 7 paper copies and a pdf of the full plans, including all items required on the plans pursuant to Zoning Regulations.
3. The check list contained in Section 20-10 of the Zoning Regulations with an explanation of any submittal requirements for which the applicant seeks a waiver.

All of the above statements and the statements contained in any documents and plans submitted herewith are true to the best of my knowledge:

Applicant Signature: _____ **Date:** _____

Property Owner Signature*: _____ **Date:** _____

*Or submit signed letter authorizing applicant to submit application on property owner's behalf.

OFFICE USE ONLY

P&Z # _____

Administration	
Town Fee:	
State DEEP Fee:	
Engineering Rev Fee:	
Form of Payment:	
Date Submitted:	
Date of Receipt:	
Legal Notice Dates:	
Date of Decision:	
Legal Notice of Decision:	
Extensions: (if any)	

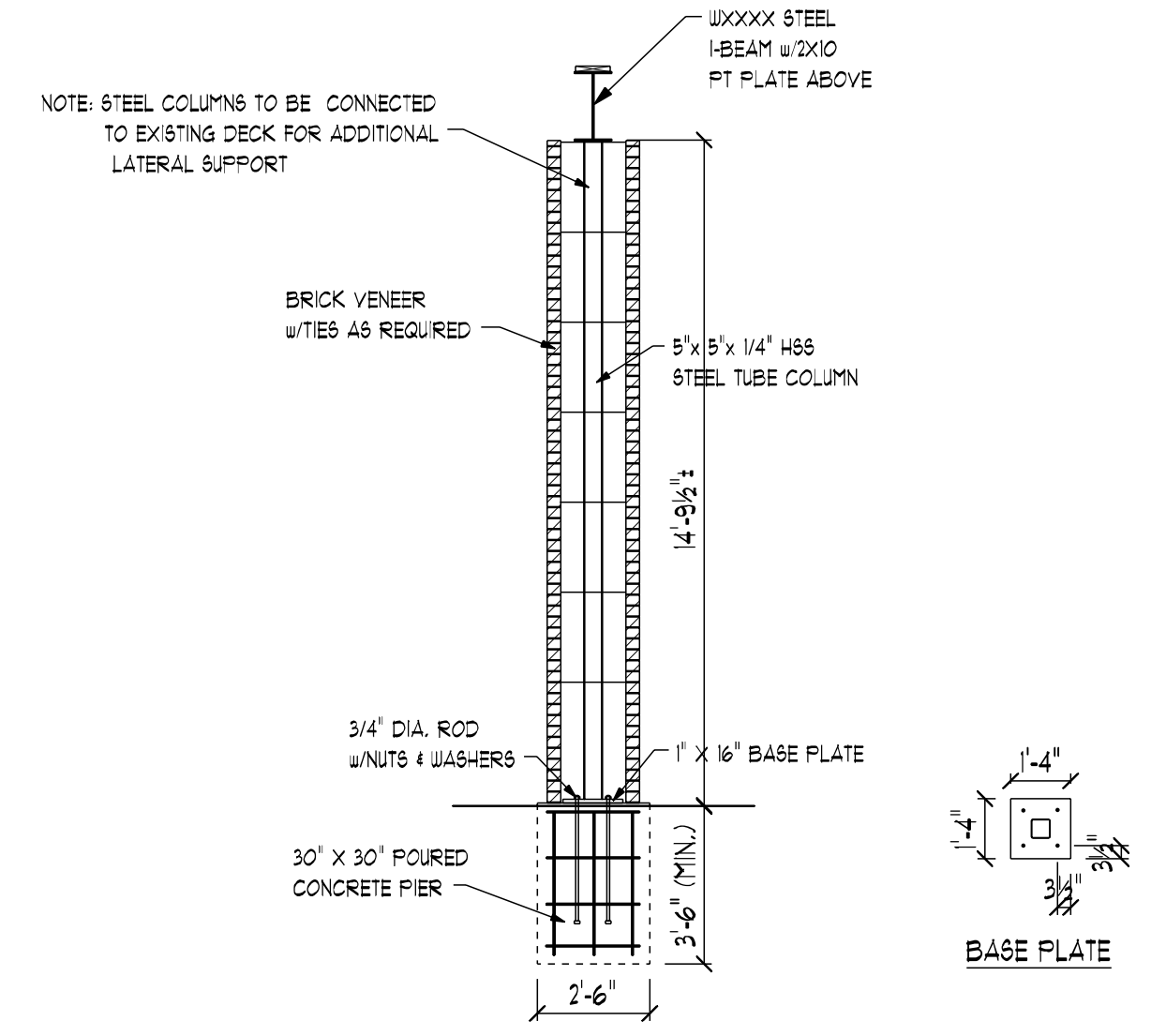
Stamp:

Description:	

DRAWING SCHEDULE	
ARCHITECTURAL	
FRONT ELEVATION	A-1
LEFT ELEVATION	A-2
RIGHT ELEVATION	A-3
REAR ELEVATION	A-4
FOUNDATION PLAN	A-5
BARN FLOOR PLAN	A-6
STORAGE AREA FLOOR PLAN	A-7
GENERAL NOTES & BUILDING SECTIONS	A-8



FRONT ELEVATION
 SCALE: 3/16" = 1'-0"



STEEL COLUMN AND FOOTING DETAILS
 @ END OF WALKWAY
 1/4" = 1'-0" SCALE

NEW BARN FOR KEN KAPLAN
 398 GRANT HILL ROAD
 TOLLAND, CT 06084

DRAWN FOR:
 KEN KAPLAN

BUILDING AREA:
 BARN AREA: 1440 SQ. FT.
 UNF. STO. AREA: 1366 SQ. FT.

DATE
 1/24/24
 REVISIONS:

SCALE
 As Noted

DRAWING #
 A-1

NEW BARN FOR KEN KAPLAN
398 GRANT HILL ROAD
TOLLAND, CT 06084

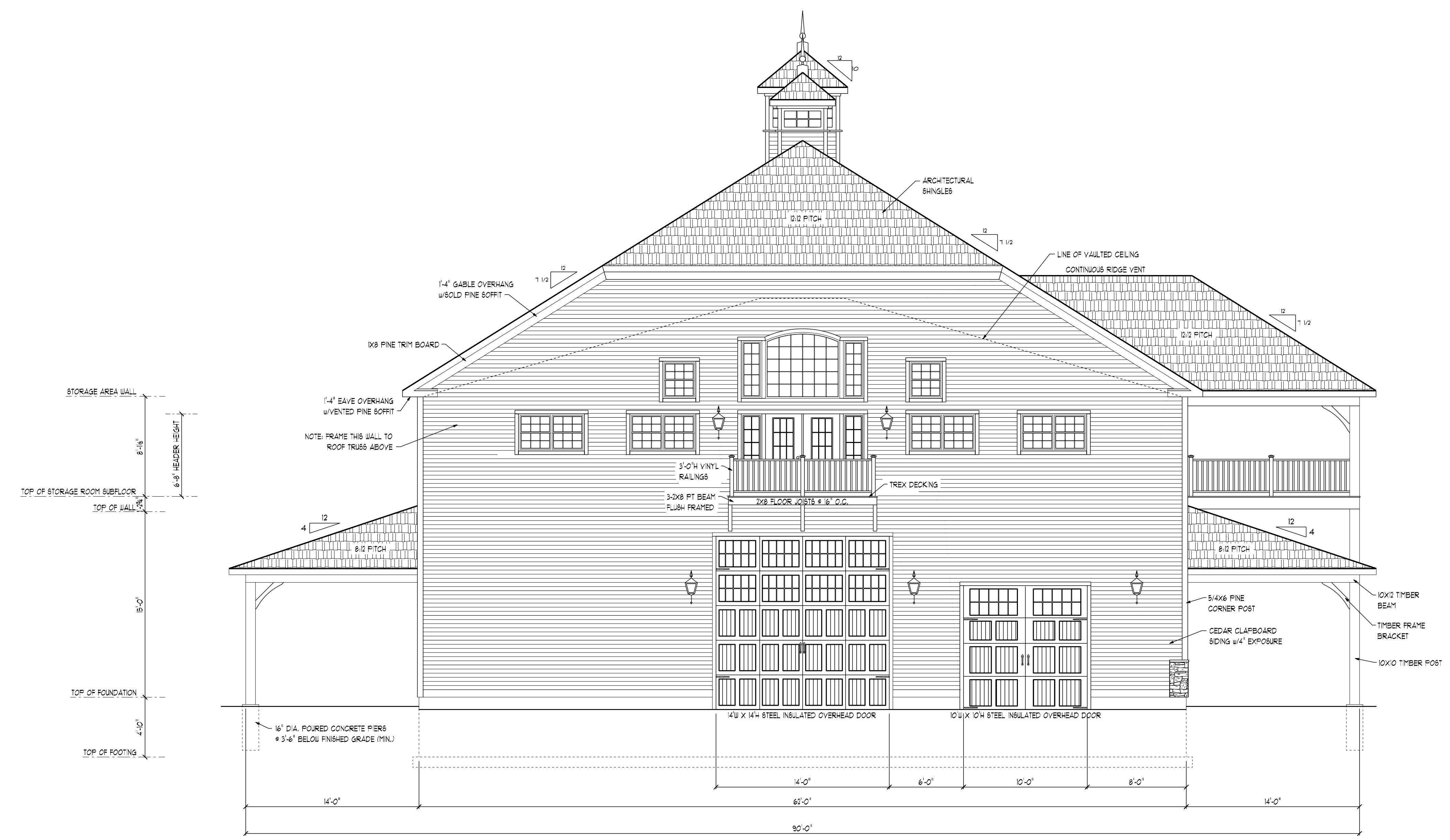
DRAWN FOR:
 KEN KAPLAN

BUILDING AREA:
 BARN AREA: 1440 SQ. FT.
 UNF. STO. AREA: 1366 SQ. FT.

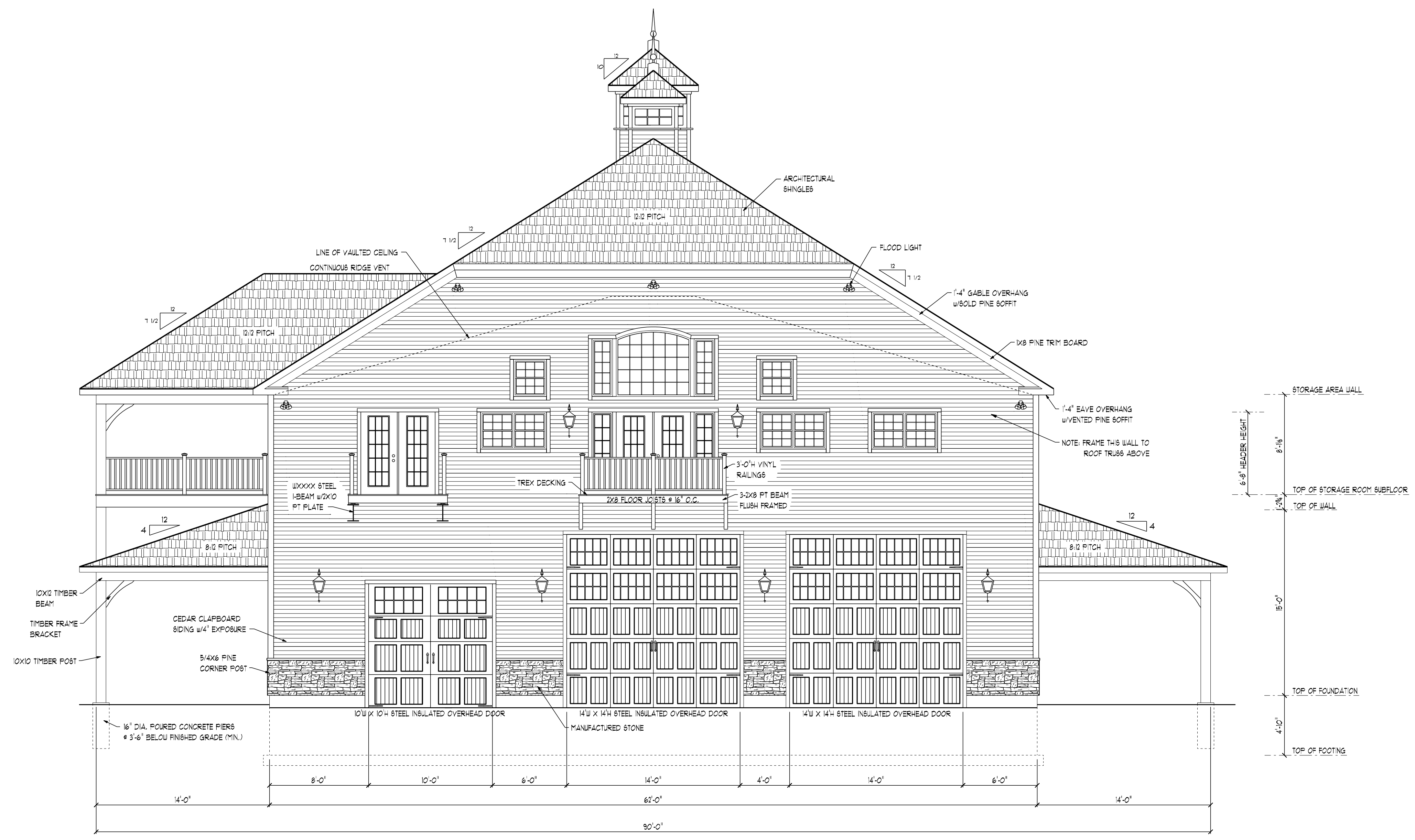
DATE
 1/24/24
 REVISIONS:

SCALE
 3/16" = 1'-0"

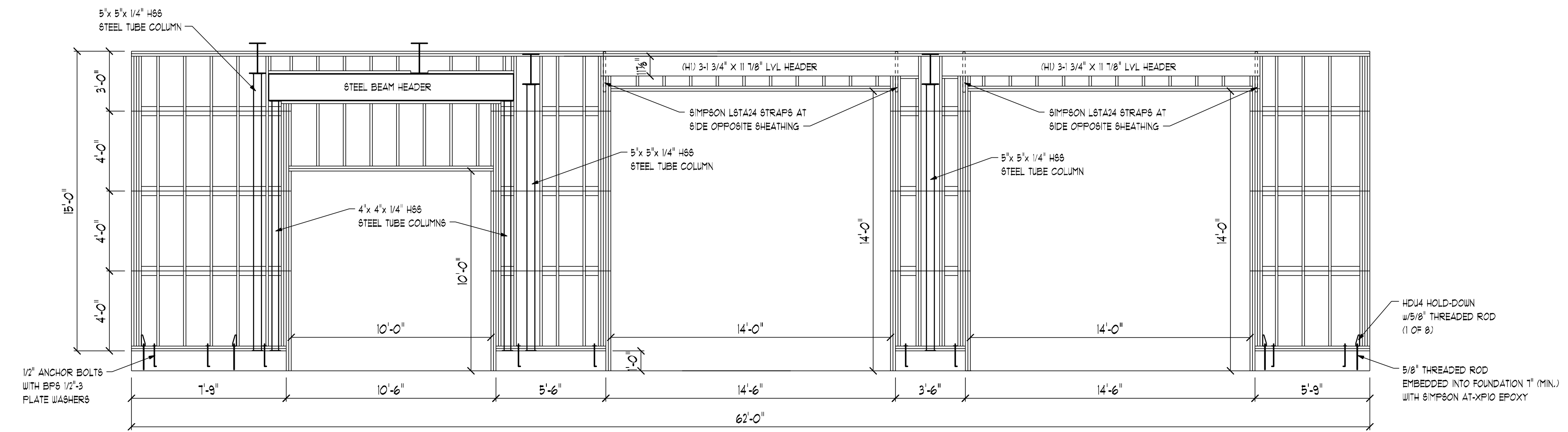
DRAWING #
 A-2



LEFT ELEVATION
 SCALE: 3/16" = 1'-0"



RIGHT ELEVATION
 SCALE: 3/16" = 1'-0"



GARAGE DOOR WALL DETAIL
 1/4" = 1'-0" SCALE

NEW BARN FOR KEN KAPLAN
398 GRANT HILL ROAD
TOLLAND, CT 06084

DRAWN FOR:
 KEN KAPLAN

BUILDING AREA:
 BARN AREA: 1440 SQ. FT.
 UNF. STO. AREA: 1366 SQ. FT.

DATE
 1/24/24
 REVISIONS:

SCALE
 As Noted

DRAWING #
 A-3



REAR ELEVATION
 SCALE: 3/16" = 1'-0"

NEW BARN FOR KEN KAPLAN
398 GRANT HILL ROAD
TOLLAND, CT 06084

DRAWN FOR:
 KEN KAPLAN

BUILDING AREA:
 BARN AREA: 1440 SQ. FT.
 UNF. STO. AREA: 1366 SQ. FT.

DATE
 1/24/24
 REVISIONS:

SCALE
 3/16" = 1'-0"

DRAWING #
 A-4

NEW BARN FOR KEN KAPLAN
398 GRANT HILL ROAD
TOLLAND, CT 06084

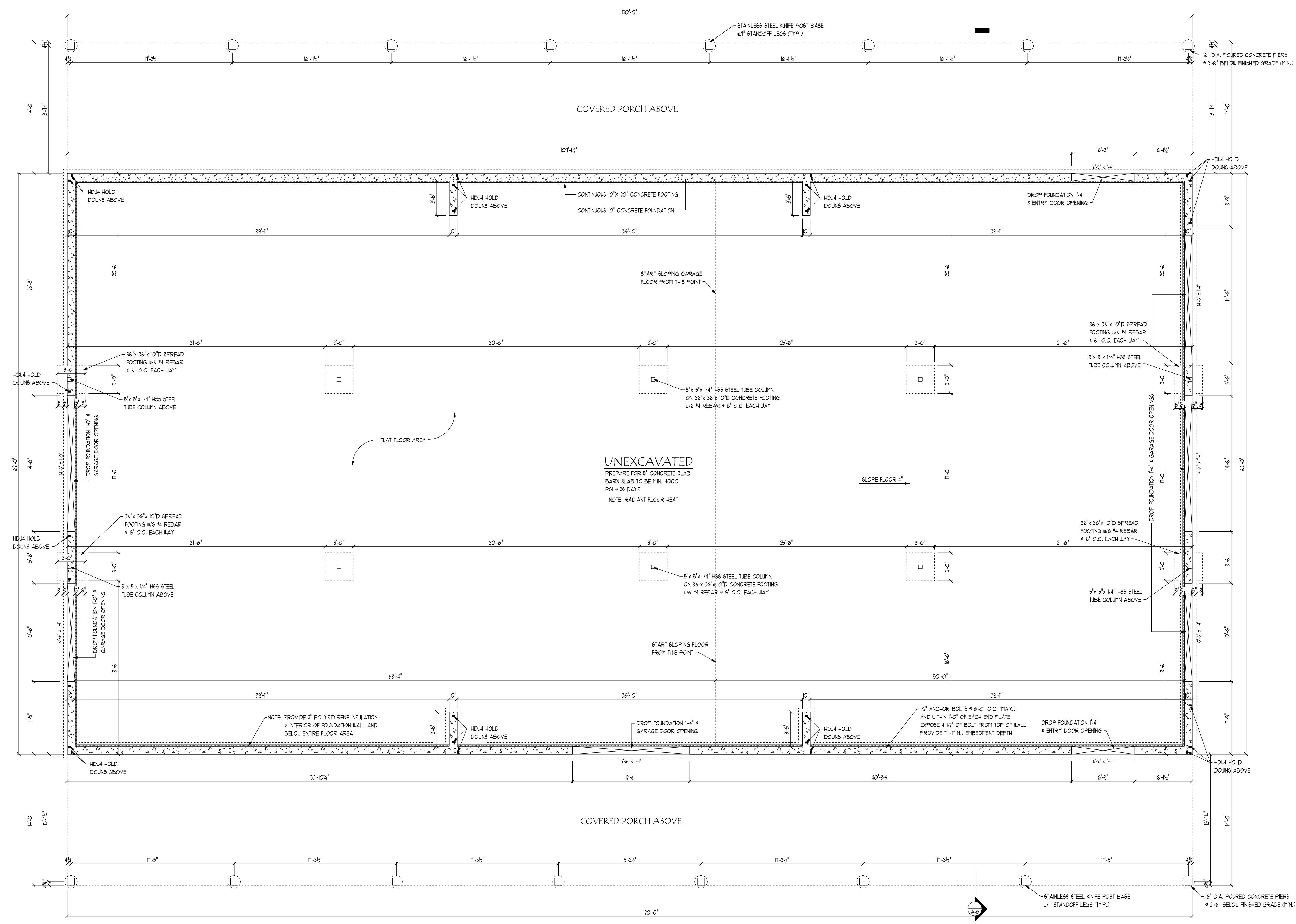
DRAWN FOR:
 KEN KAPLAN

BUILDING AREA:
 BARN AREA: 1440 SQ. FT.
 UNF. STO. AREA: 1366 SQ. FT.

DATE
 1/24/24
 REVISIONS:

SCALE
 3/16" = 1'-0"

DRAWING #
 A-5



FOUNDATION PLAN
 SCALE: 3/16" = 1'-0"

NEW BARN FOR KEN KAPLAN
398 GRANT HILL ROAD
TOLLAND, CT 06084

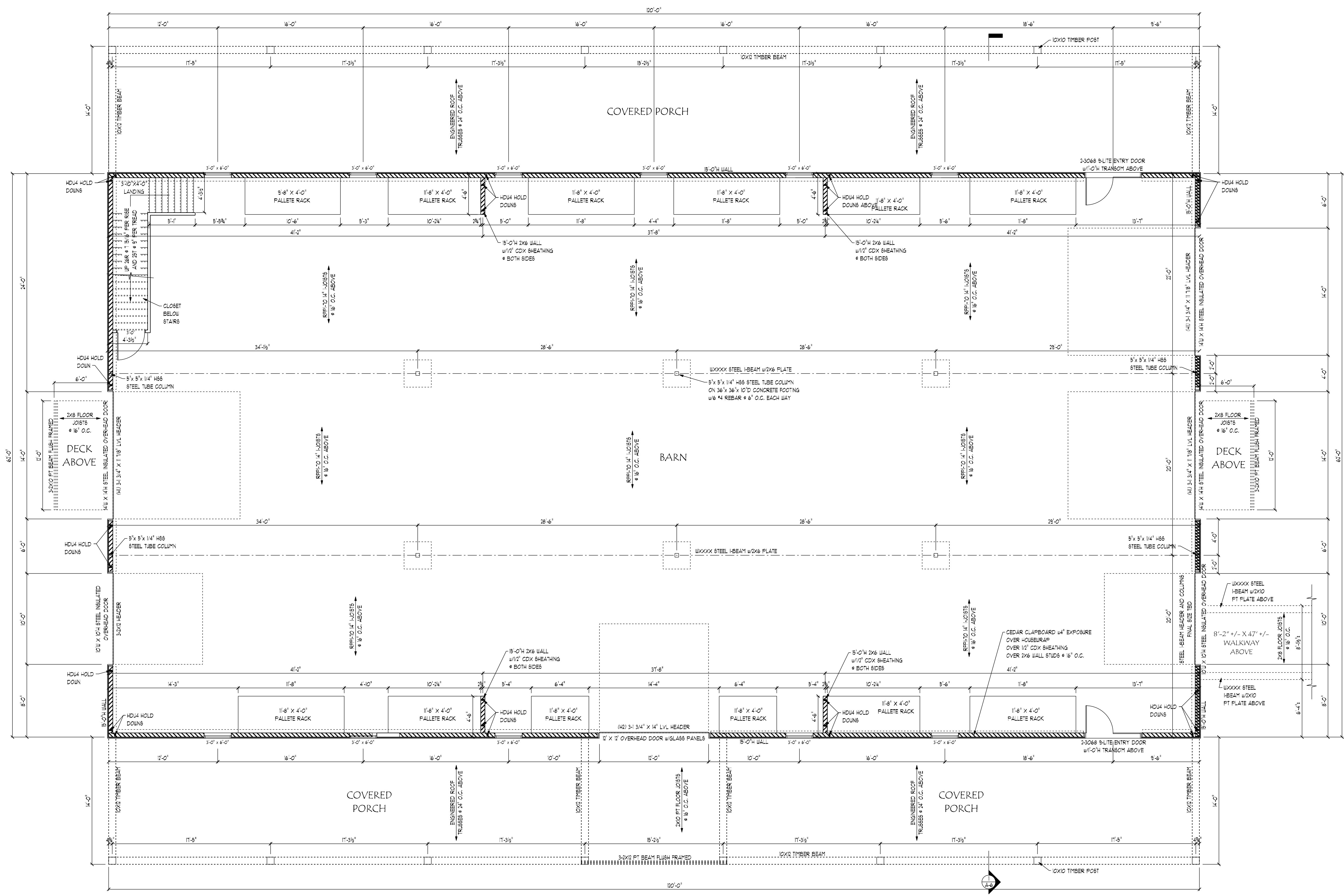
DRAWN FOR:
 KEN KAPLAN

BUILDING AREA:
 BARN AREA: 1440 SQ. FT.
 UNF. STO. AREA: 1366 SQ. FT.

DATE
 1/24/24
 REVISIONS:

SCALE
 3/16" = 1'-0"

DRAWING #
 A-6



FIRST FLOOR PLAN
 SCALE: 3/16" = 1'-0"

XXXXX ENGINEERED BRACED WALL PANEL LOCATION AT 8'-0" H WALLS, SEE SCHEDULE ON PAGE A-6
 WXXXX ENGINEERED BRACED WALL PANEL LOCATION AT 5'-0" H OVERHEAD DOOR WALL, SEE SCHEDULE ON PAGE A-6

NEW BARN FOR KEN KAPLAN
398 GRANT HILL ROAD
TOLLAND, CT 06084

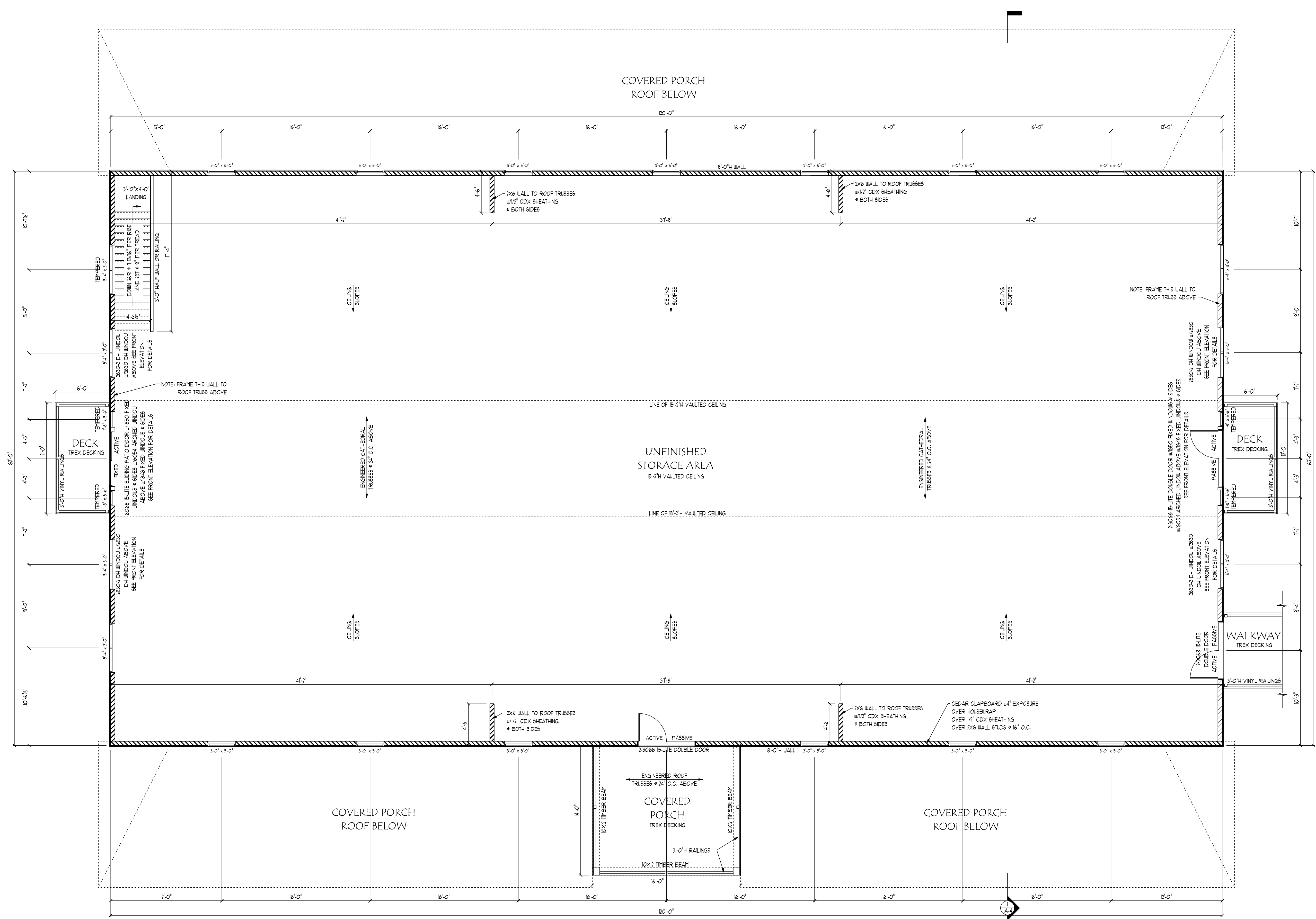
DRAWN FOR:
 KEN KAPLAN

BUILDING AREA:
 BARN AREA: 1440 SQ. FT.
 UNF. STO. AREA: 1366 SQ. FT.

DATE
 1/24/24
 REVISIONS:

SCALE
 3/16" = 1'-0"

DRAWING #
 4-1



SECOND FLOOR PLAN
 SCALE: 3/16" = 1'-0"

CODE INFORMATION

CODE BA816: CONNECTICUT STATE BUILDING CODE, 2022
INTERNATIONAL RESIDENTIAL CODE, 2021
INTERNATIONAL ENERGY CONSERVATION CODE, 2021
NATIONAL ELECTRICAL CODE, 2020

FOUNDATION NOTES AND SPECIFICATIONS

1. ALL CONCRETE FOR FOUNDATION WALLS AND FOOTINGS SHALL OBTAIN A MINIMUM COMPRESSIVE STRENGTH OF 3000 PSI AT THE AGE OF 28 DAYS. ALL CONCRETE FOR BASEMENT SLABS SHALL OBTAIN 3000 PSI AT THE AGE OF 28 DAYS. ALL CONCRETE FOR GARAGE SLABS SHALL OBTAIN 3500 PSI AT THE AGE OF 28 DAYS. ALL FOOTINGS SHALL BE A MINIMUM OF 3'-6" BELOW GRADE. ALL FOOTINGS TO REST ON UNDISTURBED SOIL OF A MINIMUM OF 2000 PCF BEARING CAPACITY.
2. ALL ANCHOR BOLTS TO BE 1/2" X 12" @ 6'-0" O.C., MINIMUM OF TWO BOLTS PER WALL.
3. ALL UNSUPPORTED FOUNDATION WALLS 8'-0" H OR LESS SHALL HAVE 1 #4 REBAR WITHIN 12" OF THE TOP OF WALL AND 1 #4 REBAR NEAR MID-HEIGHT OF THE WALL.
4. ALL FOUNDATION DRAINAGE AND DAMP-PROOFING SHALL COMPLY WITH SECTIONS R405 AND R406 OF THE 2021 IRC

FRAMING NOTES AND SPECIFICATIONS

1. ALL FRAMING LUMBER SHALL BE DOUGLAS FIR #2 OR BETTER UNLESS NOTED OTHERWISE. POST ALL LOADS DOWN TO FOUNDATION OR BEAM BELOW. ALL PRESSURE TREATED WOOD SHALL BE SOUTHERN PINE #2 OR BETTER. ALL FASTENERS IN PRESSURE TREATED WOOD SHALL BE HOT DIPPED GALVANIZED.
2. INSTALL ALL LVL BEAMS IN ACCORDANCE WITH MANUFACTURER'S DETAILS AND INSTRUCTIONS.
3. INSTALL ALL ENGINEERED TRUSSES AND/OR ENGINEERED FLOOR SYSTEMS IN ACCORDANCE WITH MANUFACTURER'S DETAILS, DRAWINGS AND INSTRUCTIONS.
4. PROVIDE SOLID BLOCKING ABOVE ALL BEAMS AND BEARING WALLS.
5. ALL FASTENERS SHALL BE INSTALLED IN ACCORDANCE WITH 2021 IRC CODE TABLE R602.3(1) AND TABLE R602.3(2) AND AS NOTED.
6. PROVIDE METAL STRAPS ACROSS EDGE OF TOP PLATES IF OVER 50% NOTCHED.

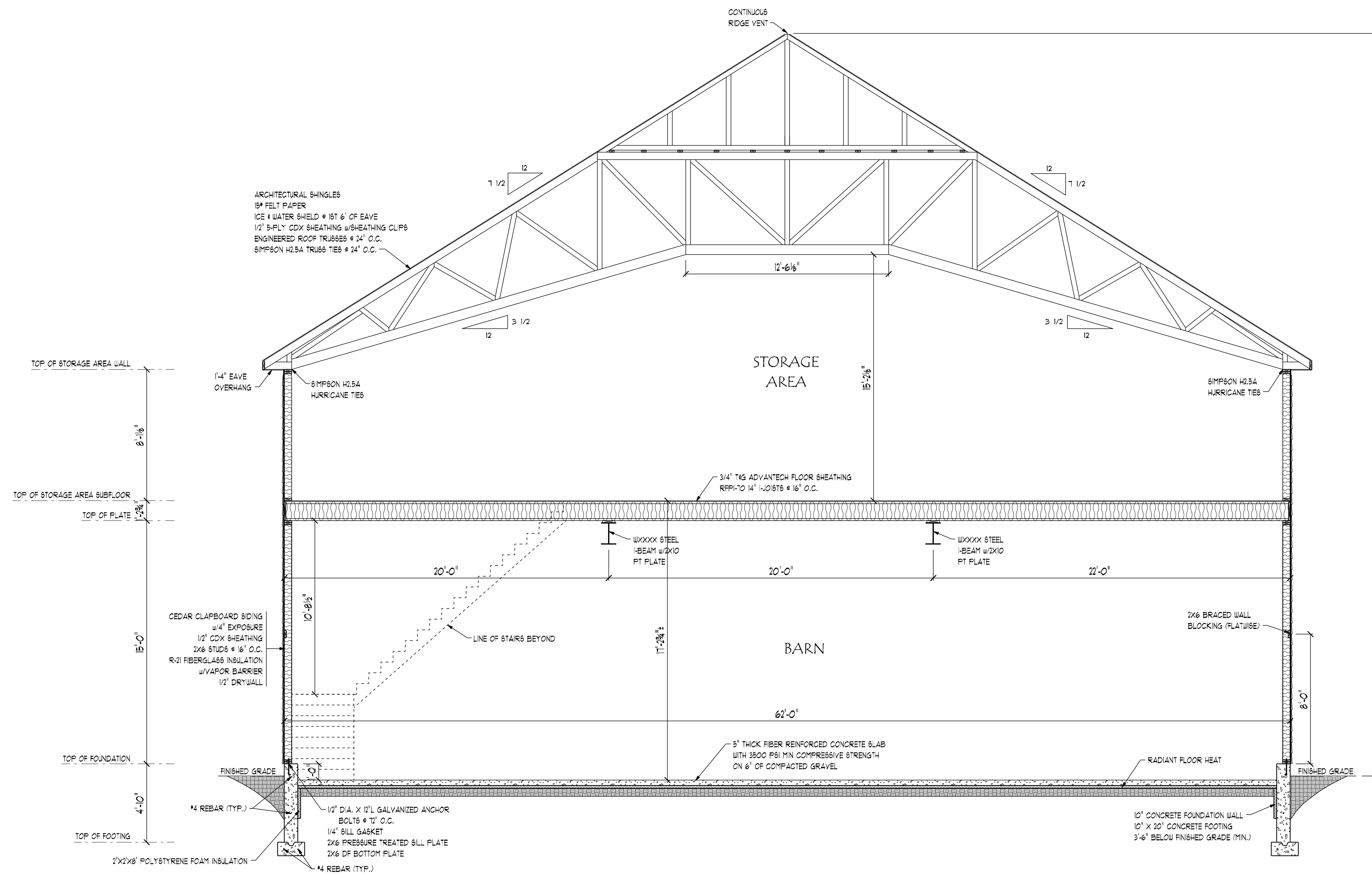
DESIGN LOAD SPECIFICATIONS

DESIGN LOADS	LIVE LOAD	DEAD LOAD
ROOF	35 PSF	10 PSF
SECOND FLOOR	60 PSF	10 PSF

ULTIMATE WIND SPEED, V(U.L.T.): 120 MPH (3-SEC. GUST)

GENERAL NOTES AND REQUIREMENTS

1. ALL WORK SHALL BE PERFORMED IN ACCORDANCE WITH ALL APPLICABLE NATIONAL, STATE AND LOCAL BUILDING CODES AND REGULATIONS.
2. CONTRACTOR IS RESPONSIBLE FOR VERIFYING ALL DIMENSIONS AND CONDITIONS OF PROPOSED STRUCTURE PRIOR TO START OF CONSTRUCTION. ANY DISCREPANCIES SHALL BE REPORTED FOR JUSTIFICATION AND/OR CORRECTION BEFORE PROCEEDING WITH WORK. CONTRACTOR SHALL ASSUME RESPONSIBILITY FOR ERRORS THAT ARE NOT REPORTED.
3. ALL DIMENSIONS SHOULD BE READ OR CALCULATED AND NEVER SCALED.
4. ALL COLUMNS AND/OR BUILT-UP SOLID FRAMING SHALL BE DESIGNED TO CARRY THE LOADS BEING APPLIED TO THEM. THE LOAD PATH SHALL BE CARRIED DOWN THROUGH THE LEVELS BELOW, AND SHALL TERMINATE AT THE FOUNDATION OR OTHER BEARING POINTS DESIGNED TO CARRY THE LOAD.



1 BUILDING SECTION
SCALE: 1/4" = 1'-0"

**Legal Notice
Public Hearing**

Tolland Planning & Zoning Commission

The Tolland Planning & Zoning Commission will hold a Public Hearing on Monday, February 26, 2024 commencing at 7:00 p.m., to hear and discuss the following:

PZC #24-2- Zoning Regulation Amendment- Request to amend Section 16-13 “Farm Brewery, Farm Cidery, Farm Distillery and Farm Winery” to allow the sale of alcoholic beverages manufactured within 30 miles of the premises to be sold on site. Applicant: Larry Lemek and RJL Enterprises.

A copy of this application is on file and available for review in the Planning & Building Department at 21 Tolland Green, Tolland, CT.

To be advertised twice in the Journal Inquirer: Monday, February 12, 2024 and
Thursday, February 22, 2024



TOWN OF TOLLAND APPLICATION TO AMEND REGULATIONS

Please attach the full text of the proposed changes, edits, amendments, and new text that you are proposing.

Which document are you proposing to amend?

- Zoning Regulations
- Wetlands Regulations
- Subdivision Regulations
- Plan of Conservation & Development

List all sections of the regulations that you propose to amend or add text to:

Section 16-13 Farm Brewery, Farm Cidery, and Winery
 Section E / C
 Alcoholic beverages manufactured within thirty miles of the premises may also be sold and tasted on-site provided they comprises 25% or less of the alcoholic beverage selection available for sale.

Describe the purpose for these proposed changes:

The reason for this proposal is to be able to sell 1 or 2 local craft beers to increase our offerings. We have had requests from many customers for us to offer local beers.

Describe how this request is consistent with the Tolland Plan of Conservation and Development:

This request bolsters agri tourism in our area. We will sell beer from a local brewery and hopefully that local brewery will carry our cider.

Applicant Information

Applicant Name: Larry Lemek RJL Enterprises
 Mailing Address: 325 Goose Lane
 Phone Number: 860-798-8943 Email Address: LLdigmores@yahoo.com

(Over)

Section 16-13. Farm Brewery, Farm Cidery, Farm Distillery and Farm Winery**A. Intent**

The intent of these regulations is to support agriculture in Tolland by allowing expanded economic enterprises on farms while ensuring that activities are compatible with residential zones and minimizing potential impacts to nearby residences. The activities and uses permitted in this Section are intended to be accessory to a farm operation.

B. General Regulations for all Farm Breweries, Cideries, Distilleries, and Wineries

1. Minimum lot size: 15 acres
2. All refuse areas shall be located a minimum of 100 feet from all property lines.
3. The farm brewery, winery, cidery, or distillery shall grow on the premises of the farm brewery, winery, cidery, or distillery or on property under the same ownership and control of the applicant or leased by applicant within Connecticut an average crop of ingredients, excluding water, equal to not less than 25% of the ingredients used in the manufacture of the farm brewery, winery, cidery, or distillery's product.
4. The establishment shall not sell, serve, or offer tastings of alcoholic beverages that were not manufactured on the premises.
5. To the extent practicable, truck deliveries and pick-ups between 10 p.m. and 6 a.m. should be avoided.
6. There shall be no amplified music or amplified sound.

C. Permit Requirements:

1. Minor Farm Breweries, Cideries, Distilleries, and Wineries – Zoning Permit
2. Major Farm Breweries, Cideries, Distilleries, and Wineries – Special Permit

D. Permitted Uses and Regulations for Minor Farm Breweries, Cideries, Distilleries, and Wineries

In addition to the farming operation and other uses customary and incidental to a farm, retail and wholesale sales of the products grown and manufactured on property owned or leased by the permittee in Tolland as part of a Roadside Stand shall be permitted with a Zoning Permit. Retail sales of beer-, cider-, wine- and alcohol- related merchandise, such as glasses, mugs, and items that promote the product or are directly related to the use of the product are allowed.

E. Permitted Uses and Regulations for Major Farm Breweries, Cideries, Distilleries, and Wineries

1. In addition to the farming operation, the following uses are permitted on the premises of any major farm brewery, cidery, distillery or winery:
 - a. Tastings, for free or for a fee.
 - b. Tours.
 - c. Retail and wholesale sales of the products grown or manufactured on the premises. Alcoholic beverages manufactured within thirty miles of the premises may also be sold and tasted on-site provided they comprise 25% or less of the alcoholic beverage selection available for sale.
 - d. Retail sales of beer-, cider-, wine- and alcohol- related merchandise, such as glasses, mugs, and items that promote the product or are directly related to the use of the product. Merchandise unrelated to the products produced on site may be offered for sale provided that the amount offered is clearly subordinate to related merchandise. In general, no more than 25% of merchandise displayed for sale shall be unrelated merchandise.
 - e. Other uses customary and incidental to a farm.
2. All buildings, structures and parking related to the brewery, cidery, distillery, or winery operation shall be located a minimum of 75 feet from all property lines. The Commission may reduce the front yard setback to 50 feet provided it determines such a reduced setback does not impact adjacent residential uses.
3. Unless otherwise restricted by state law, hours open to the public are limited to:
 - a. Sunday, noon to 6 p.m.
 - b. Monday through Wednesday, noon to 8 p.m.
 - c. Thursday through Saturday, noon to 9 p.m.
4. Additional screening may be required for areas used for outdoor tastings or seating in order to reduce disturbances to adjacent residential uses.
5. Areas used for outdoor seating and outdoor tastings shall be located at least 100 feet from all property lines. The Commission may reduce this distance to 75 feet provided it determines that adequate screening exists for a reduced setback to not impact adjacent residential uses.
6. No more than three (3) food trucks are permitted. On parcels at least two (2) times the minimum lot size, the Commission may allow additional food trucks as part of the Special Permit Process. Establishments may permit visitors to bring food or may serve snacks. The preparation and serving of meals is prohibited, other than by food trucks.

February 2, 2024

TO: TOLLAND PLANNING AND ZONING COMMISSION

REPORT ON ZONING REFERRAL Z-2023-176: Proposed zoning amendment regarding Section 16-13 “Farm Brewery, Farm Cidery, Farm Distillery and Farm Winery” to allow the sale of alcoholic beverages manufactured within 30 miles of the premises to be sold on site.

COMMISSIONERS: Receipt is acknowledged of the above-mentioned referral. Notice of this proposal was transmitted to the Policy and Planning Division of the Capitol Region Council of Governments under the provisions of Section 8-3b of the Connecticut General Statutes, as amended.

COMMENT: The staff of the Regional Planning Commission of the Capitol Region Council of Governments has reviewed this zoning referral and finds no apparent conflict with regional plans and policies or the concerns of neighboring towns.

The public hearing date has been scheduled for 2/26/2024.

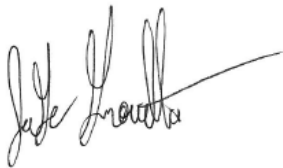
In accordance with our procedures this letter will constitute final CRCOG action on this referral. Questions concerning this referral should be directed to Jacob Knowlton.

DISTRIBUTION: Planner: Ellington, Vernon, Coventry, Willington

Respectfully submitted,

Jennifer Bartiss-Earley, Chairman
Regional Planning Commission

William Rice, Vice Chairman
Regional Planning Commission



Jacob Knowlton
Community Development Planner

Planning and Zoning Two Month Look Ahead

Meeting Date	Upcoming Items			
Monday, February 26, 2024	24-1 398 Grant Hill Road Special Permit	24-2 Regulation Amendment - Cideries		
Monday, March 11, 2024	Affordable Housing Discussion			
Monday, March 25, 2024	Affordable Housing Discussion			
Monday, April 8, 2024	Affordable Housing Discussion			

KEY

- TO BE RECEIVED
- HEARINGS
- NEW/OLD BUSINESS
- OTHER

Future Items:

**PLANNING & ZONING COMMISSION
TOLLAND, CONNECTICUT
REGULAR MEETING MINUTES OF JANUARY 22, 2024**

MEMBERS PRESENT: Andy Powell, Chair
Marilee Beebe, Vice Chair (remote)
Joe Matteis
Erin Stavens
Amanda Hickey (alternate)

OTHERS PRESENT: David Corcoran, Director of Planning & Development
Chris Moran, Town Council Liaison (remote)
Rita Zangari, Economic Development Commission (remote)
Brian Foley, Town Manager
Public (remote)

1. **Call to Order:** Andy Powell, Chair, called the meeting to order at 7:00 p.m. in Council Chambers.

2. **Pledge of Allegiance:** Recited.

3. **Seating of Alternates:** Andy Powell seated Amanda Hickey.

4. **Additions to Agenda:** None

5. **Public Comment:** None.

6. **Public Hearing(s):** None.

7. **Old Business:** None

8. **New Business**

8.1 Farm Cidery Regulations Discussion – Mr. Corcoran said this is a follow-up on a discussion at a previous meeting with local business owner, Larry Lemek, who inquired about allowing limited sales of alcoholic beverages manufactured off-site to be sold at a permitted Major Farm Cidery. He reviewed a proposed text amendment in his January 17, 2024 memo, which would apply to all farm breweries, cideries, distilleries and wineries.

Added text would state that “alcoholic beverages manufactured within 30 miles of the premises may also be sold and tasted on-site provided they comprise 25% or less of the alcoholic beverage selection available for sale.” The Commission discussed and agreed to remove the word “displayed” under E.1.d, which discusses unrelated merchandise for sale.

Ms. Beebe asked what might trigger enforcement of the 25% of ingredients requirement. Mr. Corcoran said typically this would be based on a complaint. However, enforcement could also be enacted at the request of the Commission.

January 22, 2024 – Tolland Planning & Zoning Commission

The Commission discussed whether the town should bring forward the text amendment or if the local business owner should do so. Mr. Matteis said he felt if a change to the zoning regulations benefits a particular person or business, then that person or business should be required to bring it forward. There was general agreement to inform Mr. Lemek that he should apply for the text amendment.

- 8.2 Affordable Housing Discussion – The Commission reviewed the information in their packets on multi-family residential. The information included pictures provided of a planned or already built affordable housing development in Meriden. It is the one Steve Williams had referenced at their previous meeting and that he felt was similar to what he was proposing.

Mr. Matteis said he felt the concept was a good one, although the aesthetics might be improved upon. He suggested the Design Advisory Board might be able to weigh in. It was noted the blue, red, and gray color choices of the individual homes were similar to the condos on the Vernon/Tolland line.

Mr. Corcoran said he believed this development was comparable in density to what Mr. Williams would like to build—going by the number of bedrooms. Mr. Corcoran noted that most towns go by units rather, while Tolland goes by bedrooms. He said Tolland allows eight bedrooms per acre in the sewer CCZ zone. Mr. Matteis suggested Tolland might want to change their regulations to be in line with other towns and go by units, rather than bedrooms. It was noted that Tolland would have to significantly increase their density allowances to allow a development of this type. It was also noted that if Mr. Williams made all of the units affordable, then he could get an additional 25 percent.

Mr. Matteis asked if Mr. Williams was ready to put in an application. Mr. Corcoran said he did not believe so yet. He is still looking at numbers and what he might be able to do. Mr. Corcoran said that in the Residential Design District (RDD), one can do a multi-family construction by Special Permit. However, you cannot own your own land. If you do, then the minimum lot size would have to be two acres.

Mr. Corcoran said the example in Meriden they were looking at is 12 units on 3/4 of an acre. That would amount to 16 units per acre. He said they could also do the density bonus.

Mr. Matteis asked if this type of development was doable under 8-30g. He asked if a developer would still need to meet setback requirements. Mr. Corcoran said if a developer came in as 8-30g, then the setbacks would not apply. However, they would need to meet minimum building codes and safety requirements.

Mr. Powell said he received a note back from State Senator Jeff Gordon saying he would be available to meet with them next month to discuss affordable housing. Mr. Powell said he also received information back from CRCOG.

Mr. Corcoran reviewed the outline of terms and conditions for an affordability plan for Hampton Village in East Hampton from September 18, 2023. He said this was an approved project. The plan included a formula for how the sale price is calculated. Mr. Corcoran said he passed this on to Steve Williams as the information in it answers some of the questions he was asking when they last met.

Mr. Matteis said it would be good also to look at comparable towns like Ellington, Coventry and Willington to see how they address affordable housing. Mr. Corcoran said in the East Hampton example, the buyer can resell their property, but they have to use the administrator in the contract

to handle the sale to make sure they adhere to the deed restriction requirements. Mr. Matteis said if the original administrator retired, then they'd have to make sure they adhere to the same rules.

Mr. Matteis asked if they wanted to change their regulations to go by units rather than bedrooms, could they do so just in one zone? Or would they have to do it in all zones? Mr. Corcoran said they could do it in just one zone, or they could do it in more. They could try it out in one zone to see how it works.

Ms. Hickey referred to Page 12 of the East Hampton paperwork – Purchaser Eligibility. She noted the PZC referred to affordability as what is affordable to people who earn 80 percent of the median income, but this section discusses 60 percent. Mr. Corcoran said the developer for this project was likely going for some kind of HUD financing so had added restrictions.

Mr. Corcoran asked Commissioners to review the Housing Section of the Plan of Conservation and Development (POCD), also in their packets. He said he would update the tables, and then in a couple of months, they could determine if any policy changes are needed.

The PZC discussed the challenges of ever reaching the State's goal of 10 percent of their housing stock being affordable. It was noted they need at least 363 more affordable units and that could require building several of the Steve Williams type projects, which would also use up most of their commercial space. Mr. Matteis said they may have to accept that it would be impossible to ever meet the State's demand. The Commission also discussed potentially viable zones for affordable housing developments.

Mr. Powell said they will need to also update the number of homes with crumbling foundations in the POCD as that number has gone down. Mr. Corcoran agreed that all the numbers in the housing section will need to be updated. Mr. Corcoran said they have to update the housing section every five years and do an entire POCD every ten years. He said they have until September to complete the work on housing and he will get the tables completed by April.

- 8.3 CRCOG Regional POCD Discussion – Mr. Corcoran said that CRGOG is updating their Regional POCD and they are proposing assigning typologies to different communities. He noted that Tolland is primarily “Rural Residential,” with some “Suburban” area at the Vernon town line. He noted that Heidi Samokar now works for CRCOG and is running this process. He said he does not know what this might mean in the future with regard to grants and other monies.

The Commissioners generally found CRCOG's description of Rural Residential as unflattering, that it makes Tolland sound like a town not worth investing in. Mr. Powell and Mr. Corcoran agreed to collaborate to send a written response to CRCOG about the wording. Mr. Corcoran said on a positive note that CRCOG shows the 195 corridor as a local commercial hub.

9. Reports

- 9.1 Town Council Liaison – Town Council Liaison Chris Moran said they are in the early stages of the budget process and various Departments have come in to give their presentations. He said their meeting tomorrow will include the Planning Department and the Building Department. There will also be the annual State Delegation visit from their representatives at the State level,

Chris Moran said they will also be having a Public meeting on Thursday to discuss contaminated wells in Tolland. This meeting will include the CT Department of Environmental Protection, the Department of Transportation, Public Health and others.

January 22, 2024 – Tolland Planning & Zoning Commission

Mr. Powell noted the ice skating rink is up and running.

9.2 Economic Development Liaison – EDC Chair Rita Zangari said they are between projects right now and the community currency project is not yet off the ground. She said they are hoping to recruit new members to their Committee. Mr. Powell suggested Sami Khan might be a possible prospect. He also suggested reaching out to any of the Santinis who live in town.

9.3 Capitol Region Council of Governments – No report.

9.4 Zoning Enforcement Report – Mr. Corcoran reported on one new zoning complaint, a home on Mile Hill Road with a large number of tractor trailers on the lot. He reported they are also working through the building process for Tri Town Gymnastics. He reported that the recreational cannabis dispensary has submitted their permits and they will submit a sign permit when the time comes. This may only need to be handled administratively.

9.5 Planning Update – Mr. Powell said he will reach out to Tammy Nunzio, Jeff Gordon and Tim Ackert to come to their first meeting in February. Mr. Matteis said it seems like there are a lot of arbitrary state requirements coming through lately, for example, the EV charging infrastructure requirements, and it would be good to talk to them about all their concerns, not just affordable housing.

10. **Other Business**: None

11. **Correspondence**: The Commission discussed a letter in their packets from Diana and Jim Norris regarding backyard recreational shooting ranges. The PZC discussed how the ordinance in town came about and that it was very controversial at the time. It was noted if someone wants to have a recreational shooting range, they need to have a backstop, such as a berm, for safety.

Mr. Matteis said people often compare target shooting with hunting, but they are not the same. Ms. Beebe said a town ordinance was enacted some years ago, but the question is who can enforce it—would it be the local public safety officer? Town Manager Brian Foley, who arrived later in the meeting, said the State Police can enforce the town’s ordinance.

Mr. Matteis reiterated that you have to have a safe backstop if you target practice on your property. Ms. Hickey said, however, that a backstop will not stop the noise. She referenced the Norris’ letter which referred to a “barrage” of shooting. She said if that kind of shooting was happening, she’d be more concerned about the types of weapons being used.

Mr. Corcoran said if the Commission wanted to pursue further regulations for target shooting, he would first want to get a legal opinion to be sure they are not in conflict with any state statutes. Mr. Matteis said he felt it was not their purview and would not want to get involved in making a regulation of that kind. He questioned how they would know who is qualified to set parameters. Ms. Beebe asked if there are other towns that have permitting requirements for target shooting on private property. Mr. Corcoran said he would have to research that. Mr. Powell said even if they created a new regulation, everyone who does target shooting on their property now would be grandfathered anyway.

Mr. Powell said they should respond to say the PZC read their communication and discussed it but if the State Police had been contacted and investigated it, then they would have taken action if the activity was being conducted unsafely.

January 22, 2024 – Tolland Planning & Zoning Commission

Ms. Stavens said the letter from the Norrises suggests the target shooting has been going on for a decade, but intermittently.

12. **Public Participation**: Mr. Foley said he appreciated the effort the PZC puts in to address the many issues that come before them.

13. **Approval of Minutes** – January 8, 2024 Regular Meeting

MOTION: Amanda Hickey/Erin Stavens to approve the January 8, 2024 Regular Meeting minutes as written. Ms. Hickey, Ms. Stavens, Mr. Matteis, Ms. Beebe and Mr. Powell voted in favor. Motion carried.

14. **Adjournment**

MOTION: Amanda Hickey/Erin Stavens to adjourn the meeting and pay the clerk at 8:45 p.m. Mr. Matteis, Ms. Stavens, Ms. Hickey, Ms. Beebe and Mr. Powell voted in favor. Motion carried.

Respectfully submitted,

Annie Gentile
Clerk