

Minutes of Public Hearing & Regular Meeting No. 12159
Killingworth Planning & Zoning Commission
Tuesday, March 17, 2026 at 7:00 PM
Killingworth Town Office Building
323 Route 81, Killingworth/Remote Access

Commission Members in Attendance: Paul McGuinness (Chair), Richard Pleines, Lisa D'Angelo, Mike Drew (Via Remote - Joined at 7:17 p.m.), Julie Phelps (Seated for Geoffrey Cook), Stephanie Warren (Alternate) and Alec Martin (Seated for Thomas Hogarty/Via Remote)

Commission Members Not in Attendance: Thomas Hogarty, Geoffrey Cook

Staff In Attendance: Linda Kieft-Robitaille (ZEO), Jamie Sciascia (Via Remote)

Visitors: James Lally, Kristin Hines

Seating of Alternates: Julie Phelps seated for Geoffrey Cook, Alec Martin Seated for Thomas Hogarty.

Call to Order: The Meeting was Called to Order at 7:00 PM. by Paul McGuinness, Chair.

A Continuation of Public Hearing and Consideration of Application Special Exception #395, Modification Request - James Lally, Applicant/Owner, 14 Route 80, Killingworth, CT 06419. Property at 14 Route 80, Change of Use for Approved Addition.

Stephanie Warren stated that, as an abutting neighbor to Mr. Lally's application, she recused herself from the hearing due to a potential conflict of interest and could participate only as a member of the public.

Julie Phelps, read the Legal Notice of Public Hearing into the record.

Chair McGuinness reviewed the public hearing procedure process with the Visitors in attendance.

Application Special Exception #395, Modification Request:

- Mr. Lally was previously approved for a building addition, with the condition that the handicap parking be relocated;
- He is proposing to modify the approved plan to add two additional units, each consisting of a half bath, to allow for additional tenants;
- The revised plan includes updates to the building layout and the relocation of the handicap parking in compliance with prior requirements;
- The proposal incorporates the addition of the two new units as described;
- Abutters have been notified of the proposed changes;
- The Fire Marshal reviewed the modification, approved it, and had no additional comments or concerns.

Commission Questions:

- Building plans have been submitted;
- Each unit includes a passage door and overhead door (two means of egress);
- No grading changes; building footprint remains the same (space subdivided);
- Mr. Lally must obtain a signed permit and notify Ms. Kieft-Robitaille/Commission of any tenants.

Public Input:

Stephanie Warren, a neighboring property owner, spoke to express her concerns regarding the proposal.

- She brought forth concerns regarding potential odor, noise, fire hazards, lighting impacts, and possible effects on native vegetation and a historic deer path;
- Mr. Lally stated the intended use is contractor-type (e.g., storage of vehicles and tools) with no hazardous materials;
- Mr. Lally confirmed that no native vegetation will be removed/impacted and the project will have no impact on the existing deer path;
- Confirmed no new lighting will be installed on the rear of the property;
- Noted that the access road shown on the plans has already been approved;
- Stated the project is intended to improve functionality without altering the roofline or significantly increasing property value.

The Public Hearing Closed at 7:13 p.m.

Regular Hybrid Meeting

Call to Order: The Meeting was Called to Order at 7:14 PM. by Paul McGuinness, Chair.

Visitors – Brief Public Comments: None.

Approval of Minutes from February 17, 2026:

Lisa D’Angelo *Moved* and Richard Pleines *Seconded* a motion to approve the Minutes from the Regular Meeting of the Planning and Zoning Commission of February 17, 2026 with the following amendments:

1. On Page 1, Under Commission Members in Attendance, add “Via Remote” next to Geoffrey Cook’s name
2. On Page 2, Under Visitors - Brief Public Comments: delete “Shore” and replace with “Schnoor”

Motion unanimously passed [6-0-0].

Communications and Bills:

- a. **Halloran Sage Invoices**
- b. **Clerk’s Invoice**

Chairman McGuinness reported that invoices received from Clerk Sciascia and Halloran & Sage were approved and placed in Director of Finance Regolo’s mailbox. He also noted that he received membership dues for RiverCOG and many email correspondence were solicitations and not official business.

Old Business:

- A. **Application Special Exception #395, Modification Request - James Lally, Applicant/Owner, 14 Route 80, Killingworth, CT 06419. Property at 14 Route 80, Change of Use for Approved Addition.**

A public hearing was held regarding modifications to Special Exception #395, requiring reapproval. All application materials were confirmed to be in order. Chairman McGuinness sought clarification from Mr. Lally regarding exterior lighting. Mr. Lally confirmed that no lighting will be installed on the rear side of the building, including both the existing structure and the proposed addition, to avoid impact on the neighboring property.

Richard Pleines *Moved* and Julie Phelps *Seconded* a motion to approve Application Special Exception #395, Modification Request - James Lally, Applicant/Owner, 14 Route 80, Killingworth, CT 06419. Property at 14 Route 80, Change of Use for Approved Addition as presented.

Motion unanimously passed [6-0-0].

**A. Regulations:
Commercial District**

Ms. Kieft-Robitaille brought forth a discussion on Commercial Regulations, and Chairman McGuinness proposed a review with the Commission.

The Commission reviewed proposed updates to commercial regulations and middle housing, with materials and a memorandum previously distributed by Ms. Kieft-Robitaille. No formal action was taken, and discussion will continue.

The Commission reviewed Middle Housing:

- Defined as residential buildings containing 2–9 units (e.g., duplexes, townhouses, cottage clusters);
- Discussed approval processes, including zoning/administrative approval versus Commission review;
- Noted that if established criteria are met, approval is required; noncompliant plans may be returned for modification but cannot be denied outright;
- Emphasized that criteria must be clear, reasonable, and not increase construction costs.

The Commission reviewed Design Standards:

- Roof pitch standards (approximately 6:12 to 12:12) were discussed with Mr. Pleines, Building Official for a neighboring town, who provided professional input;
- Roof overhangs to be defined, with a general minimum of approximately 12 inches;
- Maximum exposed foundation height of approximately 2 feet, subject to site conditions;
- Exterior materials should provide visual variation; excessive uniformity is discouraged;
- Each building should include at least one distinctive window feature.

The Commission reviewed Outdoor Space:

- Each building should include an outdoor space (porch or deck);
- Porch/deck depth discussed as a minimum of approximately 4–6 feet; definition of “open-air porch” to be clarified;
- Open-air porches should not be fully enclosed.

The Commission reviewed Landscaping:

- Considered requiring landscaping along the front and sides of buildings;
- Shrub spacing of approximately 3 feet on center discussed;
- Preference for a “balance” of evergreen and flowering plantings rather than strict percentages;
- Trees to be a minimum of 1.5-inch caliper and approximately 6–8 feet in height at planting;
- Gravel, mulch, or similar ground cover around plantings should not extend more than approximately 3 feet;
- Landscaping buffers and screening standards discussed, with flexibility encouraged through submission of landscape plans.

The Commission reviewed Parking:

- Parking cannot be strictly mandated, but location (e.g., rear of buildings) may be guided;

- On-street parking is not feasible in certain areas; minimum parking standards may be insufficient depending on use.

The Commission Lighting & Lighting Standards:

- Parking lot lighting to remain at a maximum height of 12 feet and be dark-sky compliant;
- Pedestrian/post lighting limited to approximately 6–8 feet in height;
- Lighting must be directed and shielded to minimize impact on neighboring properties.

The Commission also discussed:

- Regulations should remain flexible to accommodate varied lot conditions and building types;
- Certain requirements may be subject to interpretation or justified variance through submitted plans;
- Reviewed existing mixed-use limitations and potential state impacts;
- Discussion of “Community Residential Home” definition consistent with state and building code standards.

The Commission’s Timeline is to finalize and adopt regulations by June, with an effective date around July 1st which allows compliance with state notice requirements and preserves local regulatory control.

Stephanie Warren left the meeting at approximately 7:55 p.m.

Zoning Enforcement Officer’s Report:

Ms. Kieft-Robitaille reported that she attended a RiverCOG meeting and also attended with First Selectman Couture a meeting with the Department of Housing regarding potential funding and grant opportunities, with further follow-up planned. An additional RiverCOG meeting is scheduled for Thursday regarding the housing bill.

New Business: None.

Report of Officers and Subcommittees: No Report.

Adjournment: Chairman McGuinness adjourned the meeting at approximately 8:20 p.m.

Respectfully Submitted,

Jamie Sciascia

Jamie Sciascia
Clerk