Minutes of Regular Meeting No. 12162
Killingworth Planning & Zoning Commission
Tuesday, May 19, 2026 at 7:00 PM
Killingworth Town Office Building
323 Route 81, Killingworth/Remote Access

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

Commission Members Not in Attendance: None.

Staff in Attendance: Linda Kieft-Robitaille (ZEO), and Jamie Sciascia (P&Z Clerk/Via Remote)

Visitors: Scott Kasper (Via Remote), Shay O'Brien

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

Visitors – Brief Public Comments:
Scott Kasper commented on continued delays related to the Running Brook Farms matter, expressing frustration that another heating season has passed without resolution and referencing repeated delays.

Chairman McGuinness stated the issue is being addressed in executive session, confirmed a meeting was held earlier in the day, and noted that mediation is ongoing and progressing.

Geoffrey Cook ***Moved*** and Richard Pleines ***Seconded*** a motion to add onto the Agenda under New Business, Item C - Application #408, Special Exception, Route 183 Route 81 Suite 1, Angela MacCallum, Gathering Hall - Entertainment Space.

Motion unanimously passed [6-0-0].

Approval of Minutes from April 21, 2026:
Geoffrey Cook ***Moved*** and Lisa D'Angelo ***Seconded*** a motion to approve the Minutes from the Regular Meeting of the Planning and Zoning Commission held on April 21, 2026 as presented.

Chairman McGuinness ***Abstained*** due to not being present at the April 21, 2026 meeting.

Motion passed [5-0-1].

Communications and Bills:

a. **Halloran Sage Invoices**
b. **Clerk's Invoice**

Chairman McGuinness reported on Communications and Bills, including four invoices from Halloran and Sage and the Clerk's invoice, which were signed off and submitted to Director of Finance Regolo. No additional bills were noted.

In addition, Chairman McGuinness shared a newsletter from the Connecticut Federation of Planning and Zoning, focusing on housing-related topics, and was made available for circulation and copying after the meeting.

Old Business:

A. Regulations:

a. Commercial District

The Commission had discussion on zoning regulation revisions, focusing on parking, mixed-use standards, and related site design requirements. Commission members expressed support for requiring adequate parking for commercial and mixed-use developments, noting that practical parking provisions are necessary and should be more explicitly addressed in the regulations. Further, discussion took place regarding eliminating or simplifying certain parking design requirements, including landscaping/island requirements in parking areas, due to maintenance concerns and limited practical benefit.

The Commission also discussed stormwater management requirements, with acknowledgment that new state standards must be incorporated. The use of permeable materials was briefly reviewed in relation to coverage calculations and compliance. Lighting standards were also reaffirmed, including the existing 12-foot height limitation. Landscaping requirements were discussed in greater detail, particularly for mixed-use ("middle housing") developments:

Landscaping Standards (Mixed-Use Regulations):

- Focus on foundation plantings, trees, and visual screening along public rights-of-way;
- Objective identified as achieving aesthetic consistency and screening from public view;
- Preference for requiring a submitted landscape plan for administrative approval rather than prescriptive standards;
- Concerns raised about overly specific requirements (plant sizes, spacing, and layout) due to site variability;
- Proposed performance-based approach:
    - 50% of visible frontage along public streets/rights-of-way landscaped
    - Plantings evenly distributed rather than clustered
    - Apply only to areas visible from public ways, not entire property perimeter
    - Allow flexibility in plant selection and design (e.g., mix of deciduous and evergreen plantings)
- Trees:
    - Considered optional due to site constraints
    - No consensus on requiring specific tree counts or standards
- "Middle housing" identified as the primary area for stricter landscaping expectations, with other commercial zones remaining less prescriptive

This item was advanced toward scheduling a public hearing for the revised regulations on June 25, 2026.

Geoffrey Cook ***Moved*** and Mike Drew ***Seconded*** a motion to advance the Commercial District Regulations as amended during tonight's meeting so that they may proceed to public hearing on June 25, 2026 at 7:00 p.m.

Motion unanimously passed [6-0-0].

Zoning Enforcement Officer's Report: None.

New Business:

A. Plan of Conservation and Development

Chairman McGuinness reported that the Conservation Development Plan will be due for its required 10-year update in 2028, noting that although the timeline is still over a year away, preparation should begin in advance due to the scope of the work. He advised that $6,000 has been included in the current year budget and $6,000 in the next year's budget to engage a third-party consultant to assist with the update, rather than relying on commission members to complete the work.

Chairman McGuinness noted that materials from the 2018 update which included research, drafts, and survey work, should be located within town records and used as a foundation for the next revision. Discussion referenced prior survey efforts, including both mail and online formats, and past challenges with online survey limitations that affected multiple responses from shared devices. It was suggested that a blended outreach approach may be needed going forward.

B. Application #407: Special Exception 206 Unit 2 Rt. 80, add services to Barbershop - Schedule Public Hearing

Application #407 (206 Unit 2, Route 80) was presented for a special exception and change of use to allow additional services at an existing barbershop. Applicant Shay O'Brien was in attendance remotely to answer any questions the Commission had during the meeting.

The Commission clarified the exact location of the property within the plaza area south of the dance studio and near the adjacent pizza shop, confirming it is not in other nearby plaza locations that were initially referenced. The Commission also confirmed that a public hearing is required prior to any decision on the application.

Discussion included the establishment of operating hours. Ms. Kieft-Robitaille clarified that the hours submitted would serve as enforceable limits, allowing operation within, but not outside, those hours while still providing flexibility within that range for the applicant's scheduling needs. Ms. O'Brien acknowledged this and indicated they may propose a broader range of hours to accommodate variability. Ms. O'Brien confirmed available parking spots for the Barbershop site which provides five parking spaces, with a maximum occupancy of four individuals at a time (two barber chairs and two barbers), resulting in a maximum of four vehicles on site.

Geoffrey Cook ***Moved*** and Lisa D'Angelo ***Seconded*** a motion to set a Public Hearing for June 16, 2026 at 7:00 p.m. for Application #407: Special Exception 206 Unit 2 Rt. 80, regarding adding services to Barbershop.

C. Application #408 Special Exception, Route 183 Route 81 Suite 1, Angela MacCallum, Gathering Hall - Entertainment Space.

Application #408 was presented as a request for a change of use to establish an event and gathering space associated with the applicant's existing food business, "AristoKraft Kitchen." The proposed use includes small private events such as birthdays, bridal showers, and business meetings, with food prepared off-site at the applicant's existing business and brought to the event space. Ms. Kieft-Robitaille indicated that Ms. MacCallum's intent was to apply for a liquor license, with alcohol service to be event-dependent.

The Commission clarified the subject property as 183, the former bakery space associated with the pharmacy building, and distinguished it from other nearby plaza locations. The proposal involves use of separate existing buildings on the same lot, including the former bakery and an additional space (old Rustic Barn), with potential future expansion or consolidation of uses. Minor renovations are proposed, including ADA upgrades to restroom facilities and possible interior modifications. The Commission discussed that the application will require a public hearing and approval through health, building, and fire departments as part of the change of use process, and that the project narrative should be updated to reflect food and potential alcohol service as part of the event use.

Richard Pleines ***Moved*** and Geoffrey Cook ***Seconded*** a motion to schedule a Public Hearing for June 16, 2026 (directly following the first public hearing) regarding Application #408, Special Exception, Route 183 Route 81 Suite 1, Angela MacCallum, Gathering Hall - Entertainment Space.

Motion unanimously passed [6-0-0].

Report of Officers and Subcommittees: No Report.

The Commission entered Executive Session at 8:25 p.m.

Executive Session: Discussion of Running Brook Farm Litigation Status:
Chair McGuinness gave a status update on the Running Brook Farm Litigation.

The Commission came out of Executive Session at 8:40 p.m.

Adjournment: Chairman McGuiness adjourned the meeting at approximately 8:40 p.m.

Respectfully Submitted,

Jamie Sciascia

Jamie Sciascia
Clerk