Minutes of Regular Meeting No. 12166 of Killingworth Planning & Zoning Commission
Tuesday, September 15, 2026 at 7:00 PM - Killingworth Town Office Building
323 Route 81, Killingworth/Remote Access

Commission Members in Attendance: Paul McGuinness (Chairman), Stephanie Warren, Lisa D'Angelo, Julie Phelps (Alternate/Seated for Mike Drew), Richard Pleines

Commission Members Not in Attendance: Mike Drew, Geoffrey Cook, Alec Martin (Alternate)

Visitors: Lynn Walton, Leona Browne, Katie Digianantonio (Via Remote), Linda Kieft-Robitaille (ZEO), and Jamie Sciascia (Recording Secretary/Via Remote)

Seating of Alternates: Julie Phelps Seated for Mike Drew

Call to Order: The meeting was called to order at 7:00 PM. by Paul McGuinness, Chair.

Visitors – Brief Public Comments:
Lynn Walton, 19 Stevens Road, and Leona Browne, 17 Stevens Road, inquired about reported plans for a house and driveway at 11 Stevens Road. Ms. Kieft-Robitaille stated that there were no applications concerning the property in front of the Commission tonight. Ms. Walton and Ms. Browne noted that the property had been staked, but construction had not begun because the driveway was reportedly awaiting approval. A brief discussion took place about the distinction between a single parcel and a subdivision, noting that a subdivision would require an application, while an ADU on an undivided parcel would not be subject to the 200-foot frontage requirement. A second driveway would require Public Works approval and must be at least five feet from the property line. It was noted, that if either Ms. Walton or Ms. Browne observed construction beginning, they were to email Ms. Kieft-Robitaille before a meeting to ask whether the matter is on the agenda.

Katie Digianantonio, a resident of 173 Beaver Dam Road, inquired about the two town-owned lots for sale located on Beaver Dam Road. The Commission noted that the matter would be discussed later under New Business, Item B.

Approval of Minutes from August 18, 2026: Stephanie Warren ***Moved*** and Lisa D'Angelo ***Seconded*** a motion to approve the Minutes from the Regular Meeting of the Planning and Zoning Commission held on August 18, 2026 as presented. Motion unanimously passed [5-0-0].

Communications and Bills:

a. **Halloran and Sage Invoices**
b. **Recording Secretary's Invoice**

Chairman McGuinness reported that communications received consisted primarily of invoices and Sciascia's invoice was approved and forwarded to Director of Finance Regolo for payment. He noted that the Hollaran & Sage invoices related to the Running Brook Farm litigation should decrease as the litigation winds down, although the firm continues to provide other services to the Town.

Old Business: No Report.

Zoning Enforcement Officer's Report: Ms. Kieft-Robitaille reported that Clinton is revising its zoning regulations, including notice requirements for zoning and map changes. Proposed changes would eliminate individual notices to affected property owners in favor of notice through public meetings. Ms. Kieft-Robitaille also reported increased inquiries regarding property subdivision, construction of additional homes, and accessory dwelling units (ADUs). The Commission discussed whether ADUs, rental income, and short-term rentals should be addressed in a future survey. It was noted that several short-term rental properties exist in town and that such

rentals can be difficult to track and regulate. The Commission also discussed five-acre-plus properties, noting that some cannot be subdivided due to soil and buildability requirements. ADUs remain subject to applicable well and septic requirements. It was reported that the local health district now has authority to approve certain situations involving two residences sharing a septic system, rather than requiring state approval.

New Business:

A. 8-24 Referral - 13 Parker Hill Rd. Installation of 20'x30' steel shed

The Commission reviewed a referral for a proposed 20' x 30' all-metal building with 10-foot walls on a concrete pad. The structure was donated by the Haddam-Killingworth Youth Football program, replacing an existing smaller shed. A site map was provided, but a photograph and additional information were not received. The Commission noted that the site plan appeared to show three existing structures and requested clarification regarding the proposed building's placement, existing structures, and applicable accessory-structure requirements. Updated plans and additional information were requested before issuing a recommendation. The proposal is being pursued for Town Meeting consideration later this month. The Commission agreed to continue the 13 Parker Hill Road, Installation of 20' x 30' Steel Shed item pending additional information.

B. 8-24 Referral - Beaver Dam Rd. M.27 L.56AX & 56AY Sale of Town property

Katie Digianantonio, a neighbor on the road and member of the Conservation Commission, spoke regarding two town-owned vacant lots. She reported that the condition of the properties had been brought to the Conservation Commission approximately 1½ years ago to determine whether cleanup could be addressed. The southern lot had been clear-cut and partially graded, apparently for construction, and left with construction materials and equipment, including a propane tank, buckets, lumber, and windows, for approximately 15 years. Ms. Digianantonio previously had asked the Town to clean up the property or offered to assist through the Conservation Commission. She noted that the Department of Public Works had recently begun some cleanup, but the lot is now largely overgrown with invasive vegetation. The second lot remains forested, with a large rock wall along the road, and had reportedly been used by Public Works as a staging area, possibly for nearby development. Ms. Digianantonio said she was unaware of any Town plans for the property and asked whether the undisturbed lot could potentially be conserved, while acknowledging that it is buildable and taxable.

The Commission discussed the 8-24 referral concerning the sale of two town-owned properties on Beaver Dam Road. The Commission clarified that the properties' assessed values should not be included as proposed sale prices. The Commission's review was limited to whether the sale was consistent with the Town's Plan of Conservation and Development (POCD) and zoning. It was noted that compliance with current zoning requirements would still need to be confirmed. The Commission identified several clarification questions but no significant hurdles. Chairman McGuinness will draft a letter of endorsement addressing the Commission's concerns and consult with Ms. Kieft-Robitaille and First Selectman Couture, with the option of circulating the draft to the Commission.

Richard Pleines ***Moved*** and Julie Phelps ***Seconded*** a motion to approve the 8-24 Referral for the sale of two Town-owned properties on Beaver Dam Road (M.27 L.56AX & 56AY) as presented. Motion unanimously passed [5-0-0].

Review and begin to edit 2018 POCD survey questions: The Commission began reviewing and editing the POCD survey questionnaire. An initial red-line markup was distributed with suggested revisions, deletions, and comments. Discussion took place about limiting the survey to approximately 25 focused questions and identifying lower-value questions that could be removed. Demographic questions were discussed, with Commission members noting that demographic information could be useful for correlating responses, while avoiding information already available through other surveys. Discussion also took place about limiting school-related questions.

The Commission further reviewed questions regarding Town Hall facilities, senior housing and downsizing, transportation, infrastructure, utilities, and sustainable energy. Suggested revisions included simplifying Question

#15 regarding replacement of the existing Town Hall portable units and clarifying questions concerning solar power and municipal infrastructure supporting sustainable-energy initiatives. Stephanie Warren suggested adding a question regarding public transportation. It was agreed to review detailed responses from the prior survey, including recurring "other" responses, to determine whether additional questions should be added. Chairman McGuinness will prepare alternative/revised questions based on the discussion and bring them back for review at the next meeting.

Report of Officers and Subcommittees: No Report.

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

Respectfully Submitted,

Jamie Sciascia

Jamie Sciascia
Recording Secretary