

TOWN OF FARMINGTON
PLAN & ZONING COMMISSION
MEETING MINUTES
October 27, 2025

Present for the hybrid meeting were Chair Halstead, Commissioners Sanford, St. Germain, Zarella, and Alternate Commissioners Polsky, Tucci and Koster. Town Planner Rutherford, Clerk Hansen along with Town Council liaison Wlodkowski (7:08pm.) were also present. The meeting was called to order at 7:00 p.m.

Present in the Council Chambers were Town Planner Rutherford, Clerk Hansen, Town Council liaison Wlodkowski and Chair Halstead, Commissioners Sanford, St. Germain, Zarella and Alternate Commissioners Polsky and Koster.

Commissioner Tucci participated online.

Commissioner Canto was absent.

Alternate Commissioner Koster was seated as a voting member for Commissioner Canto.

Commissioner Bandle's seat remains vacant; therefore, the Commission will function as a 5-member board.

Secretary Sanford read the legal notice into the record.

NEW BUSINESS

Westwoods Golf Course & Recreation Center – 14 Westwoods Drive

Application for site plan to convert pavilion for use as golf cart storage area and install 20'x40' tent for seasonal use, R40 Zone.

Town of Farmington Recreation Director, Jessie Caetano, presented the application for enclosing the existing pavilion. Lattice will be installed on three sides of the existing pavilion to convert it into a dedicated golf cart storage and charging facility for the electric golf cart fleet. Currently the town owns 28 golf carts; however, there are plans to expand the fleet to 40 golf carts. Ms. Caetano also described that a seasonal 20'x40' tent will be installed each year from May 1st – November 1st to accommodate programs and events that were previously held inside the pavilion. The Commission asked questions pertaining to the golf cart charging stations, an exterior disconnect cut-off switch, and fire suppression requirements. Ms. Caetano stated that the Recreation Department will work with the Building Official and Fire Marshal for all safety requirements in regard to the pavilion conversion and seasonal tent installation. The Commission asked about any lighting or sound system needs. Ms. Caetano stated that neither is being proposed with this site plan application.

Upon a motion made and seconded (St. Germain/Zarella) it was unanimously

VOTED: To approve the site plan application to convert the pavilion for use as golf cart storage area and install 20'x40' tent for seasonal use at 14 Westwoods Drive, R40 Zone as presented, discussed, and on file in the Planning office.

RPG Farmington Commons, LLC. – 790 Farmington Avenue

Application for site plan modification to convert offices to residential use at Farmington Commons buildings 2 & 3, FC-FV zone.

Mark Marzi of Don Hammerberg Associates presented the application to convert the office buildings located at 790 Farmington Avenue to apartment rental property. Mr. Marzi explained that Reno Properties has previous approval for two of the four buildings in the complex to be converted into residential use, and is now requesting a modification for the remaining buildings (2 & 3). The only exterior changes to the buildings include the replacement of vinyl siding and some minor adjustments to windows and doors to meet the building code requirements for residential use. The applicant is planning to use the vinyl siding located on the eastside of Building 3, as infill elsewhere on Buildings 2 and 3. If the existing vinyl siding cannot be reused, new siding will be installed on the entire buildings. The Commission asked how many apartments will be created in total. Mr. Marzi responded that this project would create 31 new apartments (all four buildings); mostly one-bedroom units. The Commission inquired about traffic and parking. Mr. Marzi stated that traffic entering and exiting the site will be primarily during morning and afternoon commuting hours with less anticipated entering and exiting traffic than when the property was a commercial use. Town Planner Rutherford explained the history of the development and that the parking requirement for residential use is less than the commercial office use and can accommodate this modification for the use. Ms. Rutherford also stated that the Architectural Design Review Committee (ADRC) has reviewed the exterior façade changes and is in favor of the changes as presented with the following recommendations: the infill pieces will be toothed in with a staggered pattern, if the harvested siding cannot be re-installed as planned new siding will be used and will be reviewed and approved by the ADRC and the exterior of the buildings will be power-washed.

Upon a motion made and seconded (St. Germain/Sanford) it was unanimously

VOTED: To approve the application for site plan modification to convert offices to residential use at Farmington Commons buildings 2 & 3 at 790 Farmington Avenue, FC-FV zone, as presented, discussed, and on file in the Planning office.

PUBLIC HEARING

Chair Halstead explained the public hearing process and opened the hearing at 7:20pm.

Town Plan & Zoning Commission – Regulation Text Amendment

Application for text amendment to the Regulations for Zoning, Article I, Section 9. Definitions, Article II, Section 1. Residential 80, 40, 30 Zones (R80, R40, R30). A. Permitted Uses, Article IV, Section 8. Off Street Parking Standards, Section 8A. Parking on Residential Properties (Commercial Vehicle Parking), and associated text edits to Section 8B. and Section 13.

Assistant Town Planner Daigle participated via Zoom and presented the application for the Commercial Vehicles Text Amendment outlining each zoning text amendment as proposed in the Commercial Vehicles – Draft for Submittal document. This document and supporting materials can be found online, was shared with the Council of Government agencies, was shared

with the surrounding municipalities, and submitted to the Town Clerk's office as required by the Connecticut General Statutes.

Mr. Daigle shared the proposed new regulation for Article IV. Section 8A. for Parking On Residential Properties. He explained this consolidates regulations related to parking and driveways within a residential zone. These are not new regulations but are being moved from elsewhere in the regulation to improve ease of reference. . Mr. Daigle then explained the parameters for Article IV. Section 8B. Commercial Vehicles on Parcels Containing a Residential Use. The primary criteria is the vehicle shall not exceed a Federal Highway Administration (FHWA) Class 3 vehicle designation and the Gross Vehicle Weight Rating (GVWR) of a maximum of 14,000 pounds. Other limiting criteria are the vehicle shall not have more than two axles, vehicles and screening should not obstruct the view of traffic on adjoining streets, shall be parked in the driveway or behind the longest rear wall of the home, and shall be owned and operated by resident of property. He also explained that a commercial vehicle in residential neighborhood will not exceed eight (8) feet in height from the base of the wheel to the top (including any cargo) or ten (10) feet in cargo (box) length. Mr. Daigle then explained the table allowing additional commercial vehicles with increasing lot size.. If the number of commercial vehicles is to exceed the quantity parameters noted in the table, there is a mechanism to apply for a special permit for case-by-case consideration by the Town Plan & Zoning Commission (TPZ). Town Planner Rutherford stated that the TPZ has been discussing this matter under Planner's Report since May 2025, specifically identifying the challenges with the current regulation's outdated terminology; making enforcement difficult. Ms. Rutherford reiterated the steps taken prior to the public hearing, including the September 22, 2025 acceptance of the proposed Commercial Vehicles – Draft regulation and the Commission's agreement to set the public hearing.

The Commission stated that this proposed regulation based on the FHWA classifications is a better approach, will clarify the regulation, and better aligns with the sizes of vehicles in our community. . The Commission discussed the parking of vehicles in the front yard and the consistency with the graduated table in the proposed regulation. The Commission discussed the difference between Class 2 and Class 3 vehicles. The Commission asked about the effect of this regulation on farm equipment. Ms. Rutherford stated the current regulation does not regulate farm equipment, and this proposed regulation does not regulate farm equipment either.

Chair Halstead opened the hearing to public comment at 7:41pm.

Joshua Davidson, of 74 Basswood Road, stated that the outdated parking regulations needed to be updated and commended Town Planner Rutherford and the Commission for their efforts to this point. Mr. Davidson shared some suggestions to consider being incorporated into this proposed regulation including screening not only for the front yard but also for those properties parking commercial vehicles in their backyard. Mr. Davidson inquired about the terminology distinction between cars and motor vehicles in the regulations. Mr. Davidson stated that while this proposed regulation has been discussed for several months by the Commission under Planner's Report the public notice and agenda provide a limited notice timeframe and suggests continuing the public hearing to the next TPZ meeting.

Matthew Pogson of 270 Brickyard Road, stated his support for the proposed regulation but expressed concern that the screening requirement is difficult to comply with when landscaping

does not grow and topographic changes between properties limit the effectiveness of fences or other screening options.

Mr. Pogson also stated the traditional 1- ½ ton class truck would likely align with the FHWA Class 4 vehicles; prohibited under the proposed regulation. He noted Class 4 vehicles are a common motor vehicle utilized on farms and that the difference between a Class 2 and Class 3 vehicle is negligible. Mr. Pogson also noted that a dump bed can be placed on even a Class 1 vehicle. Mr. Pogson asked if an exemption for farm vehicles could be included in the proposed commercial truck parking regulation because all farms in town are located on residential zoned properties.

No public comments online were offered.

Chair Halstead asked Town Planner Rutherford if she would like to respond to the public comments received. Ms. Rutherford addressed the comments raised and stated if the Commission would like to further discuss the screening requirement, the terminology for consistency referring to vehicles, and to allow for more public comment in writing or in person, it would be preferred that the Commission continue the hearing. .

Upon a motion made and seconded (St.Germain/Sanford) it was unanimously

VOTED: To continue the public hearing for the application for the text amendment to the Regulations for Zoning, Article I, Section 9. Definitions, Article II, Section 1. Residential 80, 40, 30 Zones (R80, R40, R30). A. Permitted Uses, Article IV, Section 8. Off Street Parking Standards, Section 8A. Parking on Residential Properties (Commercial Vehicle Parking), and associated text edits to Section 8B. and Section 13 until Wednesday, November 12, 2025.

OTHER BUSINESS

Adopt 2026 Meeting Schedule

Upon a motion made and seconded (St. Germain/Sanford) it was unanimously

VOTED: To approve the 2026 TPZ meeting schedule

PLANNER'S REPORT

Scott Swamp Property LLC – 353 Scott Swamp Road

Town Planner Rutherford shared with the Commission the building permit application for a replacement wall sign for Roosters Men's Grooming Center. The sign will be 24"x120" and does not include internal illumination. The Commission agreed that formal permitting with the TPZ was not required for this sign and may proceed directly with the Staff.

WC Farmington LLC (Big Sky) – 94 Brickyard Road

Town Planner Rutherford shared with the Commission the installed site lighting and as-built conditions for the recent creation of a new parking lot at the Big Sky Fitness gym. Ms. Rutherford reminded the Commission of the project that was approved by TPZ on July 7, 2025 for the removal of the existing tennis court to become the new parking area and shared the current conditions photos of the site. Ms. Rutherford also described the two installed recessed endcap landscaped islands designed for stormwater quality. The water quality basin that was originally part of the design was not put in but instead installed

in its location is a concrete sidewalk from the parking lot to the front entrance of the gym. The original application did not include any new lighting for the created parking lot; however, an electrical permit was submitted for two new light poles. Ms. Rutherford indicated contact has been made with the owner and their engineer; after discussions, corrective measures have been agreed to. Since the site is within the aquifer protection zone, the owner/engineer will be required to confirm that the yard drains are not dry wells and the pipes connecting the yard drain are solid pipe not perforated. They will also complete water quality calculations for each island to evaluate the required design volume at each location, and to set the rim elevation of the yard drain. The electrician will reduce the color temperature of the two new parking lights to 3000 Kelvin. The Commission discussed that the corrective actions could proceed directly with the Staff review and direction.

Badon Realty LLC – 108 South Main Street, Unionville

Town Planner Rutherford shared with the Commission that the owner of 108-114 South Main Street is requesting to upgrade the exterior lights along the building with the addition of some sconce lights at the doorways and new gooseneck lights above the wall sign on the front of the building. Ms. Rutherford shared that the Architectural Design Review Committee (ADRC) has reviewed the proposal and only had a concern about the style selected for the doorway sconces. Property owner, Mary Badon, spoke about the project and answered questions from the Commission. The Commission asked if the proposed height of the new gooseneck lighting has enough clearance for pedestrians walking along the building. Ms. Rutherford stated that the required standards will be followed. The Commission agreed that formal permitting with the TPZ was not required for the lighting fixtures as discussed and may proceed directly with the Staff, except for the sconces which require additional review with the ADRC.

1112 Farm-Ave LLC – 1112 Farmington Avenue

Town Planner Rutherford shared with the Commission that there was a request by Bozzuto's (Hometown Foundation) for holiday tree sales at the former Comers Nursery. The dates will include November 28th - 30th, December 4th - 7th, December 11th - 14th, and December 18th - 21st, 2025 and operating hours of 12:00 noon – 7:00pm. Thursdays and Fridays and 10:00am – 6:00pm. on Saturdays and Sundays. Lighting will be turned off within an hour of the sales ending each evening and a sandwich board type sign may be used to advertise the tree sales. Additionally, tree sales will be conducted on December 7th at the Polo Grounds as part of the Holidays and Horses event. The Commission agreed that the request can proceed directly with the Staff.

Timothy W. & Victoria F. Price – 4 Maiden Lane

Town Planner Rutherford shared with the Commission a request for a home addition related to an expanded home permit approved with the TPZ in 2016, granting a total area of 4,551 sf. The first phase of construction was completed in 2018 and resulted in a total area of 3,258 sf. This second phase of construction is for an addition of 630 sf total (330 sf 1st floor, 300 sf 2nd floor) on the east side of the home which will result in a new total area of 3,888 sf ft. which is less than the originally approved total area for the home. The Commission inquired if the property is within the Farmington Historic District. Ms. Rutherford showed on the GIS mapping that the property is not within the historic district but acknowledged it is a historic home. The Commission asked about holding a new public hearing for the new design of the proposed addition. Ms. Rutherford stated that she can seek a legal opinion from the Town Attorney to determine if the zoning regulations provide enough latitude for aesthetic considerations to justify another public hearing. After additional discussion among the Commission, the Commission determined that this project could proceed to building permit, under staff review. Further, staff confirmed modifications to the on-site drainage pipes will proceed with staff oversight.

Main Gate Subdivision

The Commission inquired about the subdivision approval below the west of Dorset Pond. Town Planner Rutherford described the previously approved Main Gate subdivision which has not proceeded to construction. At this time, the Main Gate subdivision approval has expired. The Main Gate roadway currently serves as a common driveway for the 169 Main Street and 5 & 6 Main Gate properties.

MINUTES

October 6, 2025 Meeting Minutes

Upon a motion made and seconded (St.Germain/Sanford) it was unanimously

VOTED: to approve the October 6, 2025 Town Plan & Zoning Commission meeting minutes.

The meeting was adjourned at 9:25pm.