

SHELTON PLANNING AND ZONING COMMISSION
SPECIAL MEETING MINUTES
Wednesday, October 8, 2025
Shelton City Hall (In-Person and Virtual)
54 Hill Street, Shelton, CT 06484

TRANSCRIBED, BUT
NOT YET REVIEWED OR
APPROVED BY SPZC

PZC Commissioners Present: Virginia Harger, Chairwoman
Charles Kelly, Vice Chairman
Elaine Matto, Secretary
Ruth Parkins
Robert Cristiano
Jimmy Tickey (Virtual)
Matt McGee, Alternate (Virtual)

PZC Commissioners Excused: Win Oppel, Alternate

Also Present: Atty. Francis Teodosio, Corporation Counsel
Alexandrea Castro, Asst. Planning and Zoning Admin.
Dominick Di Gangi, Professional Engineer
Stephanie Charboneau, Stenographer

- I. Call to Order
Chair Harger called the meeting to order at 6:02 p.m.
- II. Pledge of Allegiance
All those present rose and recited the Pledge of Allegiance.
- III. Roll Call
Chair Harger identified members present and gave the meeting protocol.
- IV. Applications for Certificate of Zoning Compliance
 - A. SIGN-25-8, Kumon, at 698 Bridgeport Avenue for a sign. Comm. Matto reported that the Applicant made the changes previously requested by the subcommittee, which were appreciated and recommended approval. No additional comments were raised by Commissioners or staff.

A Motion to Approve was made by Comm. Kelly, seconded by Comm. Cristiano. In a roll call vote taken by Chair Harger, the Commission voted as follows:

Comm. Kelly: Aye	Comm. Parkins: Aye	Comm. Matto: Aye
Comm. Tickey: Aye	Comm. Cristiano: Aye	Comm. Harger: Aye

The motion passed 6-0.
 - B. SIGN-25-47, A.J. Klein Jewelers, at 801 Bridgeport Avenue for a sign. Comm. Matto reported that the subcommittee liked the clean, professional look of the proposed sign and recommended approval. No additional comments or questions were raised by Commissioners or staff.

A Motion to Approve was made by Comm. Kelly, seconded by Comm. Cristiano. In a roll call vote taken by Chair Harger, the Commission voted as follows:

Comm. Kelly: Aye	Comm. Parkins: Aye	Comm. Matto: Aye
Comm. Tickey: Aye	Comm. Cristiano: Aye	Comm. Harger: Aye

The motion passed 6-0.

C. BRES-25-608, Randi England, 395 Shelton Avenue for an Accessory Dwelling Unit.

A new Application was submitted for an accessory dwelling unit at 395 Shelton Avenue after an ADU at this location was approved at the August 13, 2025 meeting and rescinded and denied without prejudice at the August 27, 2025 meeting. The initial approval was rescinded after it was discovered that the individual who appeared before the Commission on August 13 was not the legal owner of the property and no documentation had been submitted by the principal of the LLC, which is the legal owner of the property, that the person appearing before the Commission on August 13, 2025 had the authority to do so.

The new Application included authorization from the legal owner of the property, site plans, a GIS map, Naugatuck Valley Health's B100A form, and an email from the City's ZEO commenting that egress from the ADU to the principal dwelling was through a walk-in closet, which did not conform to zoning requirements.

During the discussion, Ms. Randi England, the person authorized by the LLC, explained that the connection between the ADU and the principal unit is limited by a narrow 12-foot span and that the shared wall is within a corner of the structure. She stated the "closet" area functions more as a small hallway and is separated by cabinetry to provide privacy from the adjacent bedroom. She expressed willingness to modify the design and work with her architect, emphasizing the spatial constraints. Mr. Genest, the principal of the LLC, added that the proposed configuration was the only practical connection point given the building layout.

Commissioners acknowledged the constraints but reiterated that access through a designated closet cannot be approved under the regulations. The Commission advised Ms. England and Mr. Genest to meet with staff and the project architect to redesign the connection to provide an alternate egress arrangement.

A Motion to Table was made by Comm. Kelly, seconded by Comm. Cristiano. On a roll call vote taken by Chair Harger, the PZC voted as follows:

Comm. Kelly: Aye	Comm. Parkins: Aye	Comm. Matto: Aye
Comm. Tickey: Aye	Comm. Cristiano: Aye	Comm. Harger: Aye

The motion passed 6-0.

V. Public Hearing

- A. Appl. #25-19, PDD #66, Great River Water Club, Dominick Thomas for RICAR LLC. and Mianus Holdings LLC., for approval of a Modification to the Final Site Development Plans, Article VI of the amended Statement of Uses and Standards and parking requirements.

Chair Harger shared the protocol for the public hearing. Atty. Dominick Thomas explained the public hearing was required for the requested change to the previously approved Statement of Uses & Standards which would replace the previously approved medical office on the 726 River Road, Auto-Swage parcel with a recreational facility and which would amend the parking standard. Atty. Thomas noted the PDD's prior amendments in 2007 and 2018 and said he would "correct a misspelling" in the draft.

Rick Kral, the principal of the Applicant LLC, described modest shifts to the building's footprint (an expansion further south and towards the road), the addition of six indoor "padel" courts, five indoor pickle ball courts, moving the previously proposed outdoor pickle ball courts by the driveway to the roof of the boathouse, and the creation of a club membership for use of the gym, rowing, boating, courts, the restaurant, boats", kayaks and canoes, Zumba and yoga classes and physical therapy sessions for athletes from Sacred Heart University and Notre Dame High School. Mr. Kral noted no changes to the public restaurant and lower-level marina service amenities were planned.

It was stated that through an interlocal arrangement with Stratford, coordinated by the Shelton WPCA, Stratford would process sewage and right-of-way and details needed to be resolved with CTDOT District 3. Mountable curbs would be installed along River Road to allow left turns by emergency vehicles, and private hydrants would be installed at locations approved by the Fire Marshal.

The City's Building Dept. has the condominium building plans which include sprinklers and hose connections. The Applicant indicated it is in the final stages of "clean closure" for the Auto-Swage brownfield, an area formerly shown as permeable pavement will now be asphalt, and parking has been revised to meet the amended standard.

Architect Joe Mingoello indicated the building is now three stories, versus the previously approved four stories totally approximately 38,000 sq. ft., a reduction from the prior design of 32,000. Exterior building materials are thin stone, vertical siding, standing-seam metal roof, and Kalwall translucent panels. The boathouse interior has a mezzanine overlooking rowing tanks, a gym facing the water, team rooms, a lounge, two golf simulators, and a cold plunge. The rooftop courts will be open-air with a 60-inch solid perimeter wall, guard rails, and netting/fencing to contain balls. The apartment footprints and unit count remain the same, but interiors were reconfigured with an interior corridor and units facing both the river and street) to meet affordable housing requirements.

The Applicant also noted that existing easements remain and will finalize and coordinate all work with the gas company after receiving approval of the Application by the Commission. The Applicant noted that sidewalks along River Road will include a 3–4 ft grass strip; OSTA has allowed placement in the state right-of-way and a bond has been posted with OSTA.

Comm. Parkins requested confirmation of interior sidewalks as well as sidewalks along River Road to allow connectivity to facilities on adjacent parcels. The Chair noted that the Commission can only recommend sidewalks along River Road with the State having final approval. Comm. Harger inquired about potential noise between restaurant and courts and ball containment on the roof; the Applicant explained about the use of acoustical treatment and the use of a 60-inch wall and netting/fencing around the roof's perimeter.

During public comment, Nick Watson of the Sports Center of Connecticut, 784 River Road, indicated concerns that the proposed changes to the Applicant's proposal would have a negative impact on the Sports Center's pickle ball court renovations. Mr. Kral stated the Sports Center plans four pickleball courts with a retail/walk-in model, whereas their plans would be membership-based and complementary, with the ability for non-members seeking open play to be referred to the Sports Center.

A Motion to Close the Public Hearing was made by Comm. Cristiano, seconded by Comm. Kelly. In a roll call vote taken by Chair Harger, the PZC voted as follows:

Comm. Kelly: Aye	Comm. Parkins: Aye	Comm. Matto: Aye
Comm. Tickey: Aye	Comm. Cristiano: Aye	Comm. Harger: Aye

The Motion passed 6 to 0.

- B. Appl. #25-15, J&L Enterprise, LLC., at 74 Todd Road (Assessors Map 63, lot 22) for approval of a zone change from IA-3 to Planned Development District for a four-story, 57-unit, multi-family residential building with onsite parking.

Chair Harger noted for the record that the Application was accepted for review on August 13 and she indicated the documents submitted by the Applicant. Atty. Ben Proto indicated that a proposal earlier included 87 units in a five-story building with parking under the building, but after the prior hearing the Applicant changed the project to a four-story, 57-unit building, without a garage.

Mr. Jim Swift described the 1.77-acre site on Todd Road in the IA-3 zone and identified surrounding uses: a private school to the north, a recycling/transfer facility up the hill to the east, and the parking lot to a service company to the south. He explained the proposal included 93 parking spaces at a ratio of 1.25 spaces for studios, 1.5 spaces for one-bedrooms, and 2.0 spaces for two-bedrooms. Mr. Swift indicated the apartment building's lot would be connected to the parking lot of the adjacent private school to enhance emergency access.

Mr. Swift indicated traffic would exit south to Bridgeport Avenue given traffic congestion toward the north. Mr. Swift stated the Applicant was open to a request from the City Engineer to widen Todd Road from the apartment building's exit to the school driveway, with the final width to be determined.

Mr. Swift noted a small on-site recreation area of picnic tables, a fire pit, corn hole lanes and explained the steep hillside would require retaining walls along the front and rear. He also noted that water, sewer, and electric services are available in Todd Road. Erosion control will include a temporary sediment pond and no wetlands or watercourses are on the site.

Mr. Swift noted that initial landscape plan is conceptual and indicated he had identified a pair of large oaks along Todd Road that would be kept, subject to road-widening impacts. Comm. Matto inquired about acceptable plant species, and Mr. Swift indicated that different species would be submitted with final detailed development plans.

Mr. Swift reviewed the site plan drawing showing the lowering of the building's top elevation due to removal of the garage, as well as a separate cross-section drawing which depicted the elevation of the proposed roof below the waste recycling facility's parking area.

The Commission discussed noise from and the building's location to the adjacent waste recycling facility, and whether complaints would be raised by residents against a long-standing commercial operation. Mr. Di Gangi noted that the facility holds licenses as a transfer station and recycling center, and described trucks dumping on the floor inside the building before loading to tractor trailers, with early-morning starts typical for municipal haulers. The Applicant indicated that sound-attenuating windows, resilient channels, and quiet-rock assemblies would be used on exterior walls and the Applicant indicated that a heavy line of pines would be planted along the top of slope as well as a sound-barrier fence, if needed.

Comm. Kelly expressed concern that the driveway connection between the apartment building and school might create a dangerous situation for the children in the school; the Applicant indicated the school's outdoor activity areas are behind the school, not in the shared-drive area, and the connection was to provide two means of egress.

Mr. Patrick Rose reviewed the building's architecture, common areas (fitness, lounge, game room, WeWork-style space, management office) and the layout of the apartments on each floor: a total of 57 units (two studios of 557 sq. ft. each), 40 one-bedrooms (681–697 sq. ft. each), and 15 two-bedrooms (969 sq. ft. each). Elevations of the building's exterior show a modern design with brick sections, horizontal cement-like siding in varied widths, cement-fiber "wood" accents, shallow reliefs for façade depth, stucco and aircraft-cable railings around fourth-floor balconies. Overall height to the roof is 50 feet with the rear of the first floor partially buried.

Commissioners inquired about parking for visitors and EV chargers; the Applicant indicated the proposed 93 parking spaces cover resident and visitor demand based on the ratios; however, in a PDD, the Commission can set the required number of parking spaces for visitors. The Commission confirmed a traffic study prepared for an earlier Application has not been updated due to the reduction in residential units would result in a reduction in trip generation.

Comm. Parkins questioned if the Application included affordable housing units and the Applicant stated they are investigating options under the Build for CT program. While a 20% minimum set-aside is being considered, the Applicant is also considering 100% income-restricted with a mix at 60% and 80% AMI. The Applicant indicated that an Affordability Plan would be prepared and submitted to the City and State, and that similar plans are operating in two other buildings they manage, with recent veteran households qualifying in Derby.

No elected officials or members of the public offered comments during the public portion of the meeting.

A Motion to Close the Public Hearing was made by Comm. Cristiano, seconded by Comm. Kelly. In a roll call vote taken by Chair Harger, the PZC voted as follows:

Comm. Kelly: Aye	Comm. Parkins: Aye	Comm. Matto: Aye
Comm. Tickey: Aye	Comm. Cristiano: Aye	Comm. Harger: Aye

The Motion passed 6 to 0.

VI. New Business

- A. Appl. #25-20, Chris Russo for 22-24 Constitution Boulevard, LLC. at 22 -24 Constitution Boulevard for approval of a zone map change from R-1 to CB-2 for a parcel located within the Restricted Business District (RBD) overlay zone.

A Motion to Accept for Review and Set A Public Hearing was made by Comm. Cristiano, seconded by Comm. Kelly. In a roll call vote taken by Chair Harger, the PZC voted as follows:

Comm. Kelly: Aye	Comm. Parkins: Aye	Comm. Matto: Aye
Comm. Tickey: Aye	Comm. Cristiano: Aye	Comm. Harger: Aye

The Motion passed 6 to 0.

- B. Appl. #25-21, PDD #97, Schuyler Wells for Huntington Village LLC., at Steeple View Lane and Ripton Road for approval of a Minor Modification to Final Site Development Plans to increase the roadway entrance radius from 10' to 25' to accommodate access for emergency, fire and trash vehicles.

A Motion to Accept for Review was made by Comm. Kelly, seconded by Comm. Cristiano. In a roll call vote taken by Chair Harger, the PZC voted as follows:

Comm. Kelly: Aye	Comm. Parkins: Aye	Comm. Matto: Aye
Comm. Tickey: Aye	Comm. Cristiano: Aye	Comm. Harger: Aye

The Motion passed 6 to 0.

Mr. Skyler Wells, the Applicant, explained that he is requesting approval to increase the entrance radius to the subdivision at Steeple View Lane and Ripton Road from the existing 10-foot flare to 25 feet to accommodate turning movements for fire apparatus, trash/recycling vehicles, and larger delivery vehicles. The Applicant explained that even small pickup trucks are riding over the curb and sidewalk to stay within the entrance to Steeple View Lane and a recent false-alarm response demonstrated that a fire truck could not make the swing into the site. The Applicant also noted that the change in the entrance radius is entirely within the City right-of-way and the City Engineer has inspected the location and agrees with the adjustment.

A Motion to Approve was made by Comm. Parkins, seconded by Comm. Kelly. In a roll call vote taken by Chair Harger, the PZC voted as follows:

Comm. Kelly: Aye	Comm. Parkins: Aye	Comm. Matto: Aye
Comm. Tickey: Aye	Comm. Cristiano: Aye	Comm. Harger: Aye

The Motion passed 6 to 0.

VII. Old Business

- A. Appl. #25-11, Carli Complex, Paul Bombero for Hemraj Kona at 41 and 45 Bridgeport Avenue for approval of a Site Plan Application to allow construction of a two-story commercial building with retail use on the ground floor and office use on the second floor.

Chair Harger noted the Application was accepted for review on June 11, 2025, and the public hearing opened and continued on August 13. Staff confirmed that formal WPCA approval has not yet been issued; however, WPCA comments indicated the item was “leaning toward approval” pending the Applicant’s written confirmation on pipe sizes and angles. Commissioners discussed whether to proceed or table; Mr. Di Gangi referenced a recent meeting the Applicant had with the City Engineer and stated that plan modifications requested by the engineer remained outstanding.

The Applicant, Paul Bombero, stated that drainage mapping across Bridgeport Avenue and tree locations had been uploaded that day and Fire Marshal comments addressed with a revised layout. Staff requested that the Applicant respond directly to the City Engineer and Fire Marshal regarding their comments.

Comm. Cristiano asked if the Applicant had clarified boundary lines as requested in an abutter’s August 12 email questioning lot lines and tree removals on the top property boundary.

The Chair recommended that the Application be tabled due to missing items and late material submission. The Applicant agreed to provide an extension letter by the close of business on Thursday, October 9 and to coordinate with staff on required revisions. The Chair requested that a Motion to Table include an automatic denial without prejudice provision if an extension letter was not received by the close of business on Thursday, October 9.

A Motion to Table and to Deny the Application without Prejudice if the extension letter was not received by the close of business on Thursday, October 9, was made by Comm. Kelly, seconded by Comm. Cristiano. In a roll call vote taken by Chair Harger, the PZC voted as follows:

Comm. Kelly: Aye	Comm. Parkins: Aye	Comm. Matto: Aye
Comm. Tickey: Aye	Comm. Cristiano: Aye	Comm. Harger: Aye

The Motion passed 6 to 0.

- B. Appl. #25-18, PDD #111, Crown Point II, Dominick Thomas for Crown Point Associates of Shelton II LLC., at 0 Bridgeport Avenue (Assessors Map 50, lot 15) and 48 Long Hill Crossroads (Assessor's map 50, lot 16) for approval of Final Site Development Plans for a mixed-use commercial development.

Chair Harger asked staff if the Application had received WPCA approval and Ms. Castro confirmed WPCA approval had not yet been issued. Ms. Castro indicated the Application has been accepted by WPCA, but she understood that an outstanding review payment due to WPCA exists. Ms. Castro also indicated that earlier that day, the City issued written permission for the Applicant to access the parcel through the City's right-of-way. The Chair asked Atty. Teodosio to clarify ownership versus access and he noted the letter concerns permission for land-use applications (access) and that ownership/right-of-way matters follow a separate process.

The Chair recessed the meeting at 8:07 p.m. and reconvened the meeting at 8:13 p.m.

The Chair read excerpts of the October 8 letter, addressed to the Planning & Zoning Commission and Inland Wetlands Commission, which granted access by the City of Shelton to Crown Point Associates of Shelton II LLC to file land use applications that include property of the City of Shelton recently purchased from the State of Connecticut...along CT Route 714 (Bridgeport Avenue) and along the entire boundary of Assessor's Map 50, Parcel 15, which is part of PDD #111. The letter also gave consent by the City for the proposed three bridge crossings into the property, subject to all required approvals.

The Chair referenced Mr. Di Gangi's August 27 letter to the Applicant which listing nine items that needed to be addressed by the Applicant. Atty. Thomas indicated a staff meeting with Mr. Di Gangi, Mr. Bill Jacabacci, and Mr. Manny Silva resulted in a revised site plan and point-by-point responses were submitted to the City's on-line file of documents from the Applicant. Mr. Di Gangi confirmed the meeting clarified what would be built and that the refinements were acceptable to him. At staff's request, the Applicant also uploaded a stream restoration summary (prepared by Mr. Jim McManus) reflecting the Inland Wetlands approval and subsequent field oversight by William Kenny Associates.

Atty. Thomas noted the Applicant met required PDD language that the Applicant has the ability to connect as sewers exists in front of the property and that infrastructure upgrades, if any, would be borne by the Applicant. Atty. Thomas urged the Commission to avoid delay in Final Site Plan approval given the approach of the winter season and suggested that approval could be “subject to WPCA tie-in” if desired.

Mr. Di Gangi explained WPCA’s concern is downstream capacity in the line to a pump station if the Applicant connects “back toward Long Hill Cross Road,” and a minimum four-week study monitoring flow with meters with two rain events is standard and could take six to eight weeks. The Applicant is waiting for Fuss & O’Neill to specify the monitoring locations and parameters. Mr. Manny Silva indicated there are multiple sewer options, including upsizing, pump upgrades, or pumping to a larger on-site sewer, and that the Applicant is prepared to commence monitoring as soon as they receive the required testing information.

The Commission discussed future coordination of the project with WPCA; staff indicated that the WPCA agreed it is helpful for Applicants to present to WPCA staff early to flag connection/capacity questions before Commission action, and work sessions may be used for feasibility checks. The Applicant commented that keeping approvals moving assists with the necessary site work to relocate the sewer, any wetlands-related work, construction of retaining walls.

A Motion to Approve Final Site Development Plans was made by Comm. Kelly, seconded by Comm. Matto. In a roll call vote taken by Chair Harger, the PZC voted as follows:

Comm. Kelly: Aye	Comm. Parkins: Aye	Comm. Matto: Aye
Comm. Tickey: Aye	Comm. Cristiano: Aye	Comm. Harger: Aye

The Motion passed 6 to 0.

VIII. Public Comment

Mr. Tom Harbinson inquired about conveyance of open space on Donovan Lane and Gamble Place, whether drawings were certified by a professional engineer, that a licensed professional engineer and a town planner would improve coordination between PZC and WPCA, and that he witnessed tree cutting in the City’s right-of-way along Bridgeport Avenue.

IX. Other Business

A. Comments from Chairperson and Subcommittee Chairpersons.
None.

B. Staff Comments.

Atty. Teodosio indicated the outcome of four court cases that involved the Commission: The appeals by Carsation and Daybreak Ridge were dismissed; an FOI complaint filed by Tom Harbinson has been recommended for dismissal by the hearing officer; and the appeal by Rodeo Cannabis was denied.

Ms. Castro indicated that the Zoning Enforcement Officer and Land Use Assistant has begun mailing notices to property owners (rather than individual tenants), to make them aware of tenants violating window coverage regulations and installing unpermitted signs. Approximately 30 letters have already been mailed with about 20 more planned by the end of the week and field reviews will continue over the coming weeks. Ms. Castro indicated that responses by landlords to the notices have been positive and landlords have indicated the notices are a tool they can use to require compliance by tenants.

C. Minutes for Approval

- i. September 10, 2025: Comm. Parkins requested that her comments regarding affordable housing in the second paragraph on page 4 be revised to include “half at 60%” which had been omitted.

A Motion to Approve with changes noted was made by Comm. Parkins, seconded by Comm. Cristiano. In a voice vote taken by Chair Harger, the PZC voted 6 to 0 in favor, with no Commissioners voting nay or abstaining.

- ii. September 17, 2025: A Motion to Approve as submitted was made by Comm. Cristiano, seconded by Comm. Kelly. In a voice vote taken by Chair Harger, the PZC voted 5 to 0 to 1 in favor with Comm. Parkins abstaining from the vote.

Comm. Parkins left the meeting at 8:55 p.m. and Alternate Comm. McGee was seated for Comm. Parkins.

- iii. June 24, 2025: A Motion to Approve as submitted was made by Comm. Cristiano, seconded by Comm. Kelly. In a voice vote taken by Chair Harger, the PZC voted 5 to 0 to 1 in favor with Comm. Matto abstaining from the vote.

X. Adjournment

Chair Harger adjourned the meeting at 8:56 p.m.

Respectfully submitted,

Alexandrea Castro
Asst. Planning & Zoning Administrator