



**TOWN OF RIDGEFIELD  
PLANNING AND ZONING COMMISSION  
APPROVED/REVISED MEETING MINUTES**

These minutes and motions (votes) are a general summary of the meeting. This is not a verbatim transcription.

Tuesday October 17, 2023 Present: **IN PERSON**

Robert Hendrick  
Joseph Dowdell  
John Katz  
Elizabeth DiSalvo  
Susan Consentino

**VIRTUAL**

Mariah Okrongly  
Chris Molyneaux

Also Present: Alice Dew, Director of Planning and Zoning

Absent: Ben Nneji, Joseph Sorena

**1. CALL TO ORDER**

Chair Hendrick called meeting to order at 7:02 PM and quorum was established.

**1.1. Distribution of agenda & previous minutes.**

Three items were added to the agenda. The items were Branchville TOD, possibility of updating regulations regarding sustainability (specifically heat pumps), and water sources.

**1.2. Distribution/acknowledgement of correspondence**

**Correspondence**

*Correspondence related to current application(s) are uploaded to the relevant application and can be found through the Town of Ridgefield Website.*

**2. OLD/CONTINUED BUSINESS**

- 2.1. SP-23-20: 3 Big Shop Lane;** Revision to Special Permit (per RZR 9.2.A and 5.2.D.1) for addition of a 900 square feet of new floor area at “Terra Sole” located in CBD. *Applicant: Pietro Polini. Owner: 1-7 Big Shop Group LLC.* <https://ridgefieldct.portal.opengov.com/records/92996>

Applicant requested to be continued because there was no quorum at the AAC/VDC meeting the applicant attended. Continued to the next regular meeting.

- 2.2. VDC-23-7: 3 Big Shop Lane;** Village District Application (per RZR 8.3 and 5.1.B and 7.2.H.2) for exterior façade changes and sign “Terra Sole” installed at the property. *Applicant: Pietro Polini. Owner: 1-7 Big Shop Group LLC.* <https://ridgefieldct.portal.opengov.com/records/92992>

Applicant requested to be continued because there was no quorum at the AAC/VDC meeting the applicant attended. Continued to the next regular meeting.

- 2.3. SP-23-25: 901 Ethan Allen Highway;** Revision to Special Permit (per RZR 9.2.A) for construction of a concrete pad for outdoor oxygen storage, installing bollards and fencing. *Owner: Ridgefield Professional Office. Applicant: Jason Williams. For receipt and possible discussion.*

<https://ridgefieldct.portal.opengov.com/records/93662>

Jason Williams presented. Primarily used for the tenant which is Danbury Surgical.  
Motion to approve (*Maker: J. Katz, second by E. DiSalvo*) *Unanimous Approval*

### 3. NEW BUSINESS

#### 3.1. Discussion on Violations/ Enforcements. % Director

Alice Dew, Director of Planning and Zoning, presented a chart of Zoning Enforcement. There was discussion on previous and current violations and how the office becomes aware of the violations.

#### 3.2. Updates on applications submission to IWB/AAC. % Director

A. Dew, Director of Planning and Zoning, keeps a log. She can send the log to Commissioners along with the agenda. Procedures of applications that involved AAC/VDC was discussed. There was discussion of the AAC/VDC meeting minutes and the possibility of the minutes being more detailed. Zoning Board of Appeals process was discussed.

#### 3.3. **A-23-5: Regulation Text Amendment (per PZR 9.2.B) to add Section 9.1.D and to amend Section 9.2.D.1 per CGS 14-54 and PA 23-40. Commission initiated. To receive and schedule a public hearing.** <https://ridgefieldct.portal.opengov.com/records/93892>

A. Dew explained the change in this statute. Draft was presented and possible changes in draft was discussed.

Motion to receive and schedule Public Hearing on November 21. (*Maker: J. Katz, second by E. DiSalvo*)  
*Unanimous Approval*

#### 3.4. **Branchville TOD**

Chair Hendrick suggested F. Pickering and/or Fitzgerald & Halliday come to a meeting to discuss. Chair Hendrick will schedule a discussion for November 21 or after.

#### 3.5. **Possible Regulation regarding heat pumps.** How does the Commission encourage more sustainability (involving heat pumps) through zoning regulations. M. Okrongly will meet with A. Dew to discuss further.

#### 3.6. **Water Sources:** Discussed zoning regulation 8.7 and possible changes in regulation.

#### 3.7. **Approval of Minutes**

##### **3.7.1.Meeting Minutes – October 03, 2023**

*Motion to approve (Maker: E. DiSalvo, second by J. Katz) Unanimous Approval*

### 4. ADJOURN

Meeting adjourned at 8:19 PM.

Submitted by Misty Dorsch,  
Recording Secretary

#### FOOTNOTES:

RZR = Town of Ridgefield Zoning Regulations

CGS = Connecticut General Statutes