Derby Planning and Zoning Commission
Regular Meeting Minutes
March 18, 2025

1. **Call to Order.** The meeting was called to order at 7:04 p.m.
2. **Pledge of Allegiance.** The Commission recited the Pledge of Allegiance.
3. **Roll Call.** Present were Mr. DiGiovanni, Mr. Dinice, Mr. Harris, Mr. Misiewicz, Mr. Kopjanski, Mr. Sadlik, Mr. Sanchez, Mr. Blizman, and Mr. Sojka.
4. **Additions, Deletions, or Corrections to the Agenda.** Mr. Sadlik requested that a discussion regarding downtown design be added under Informal Discussion as Item 11B.

Motion: Mr. Sadlik moved to **add the downtown design discussion to the agenda** as Item 11B and to accept the agenda as amended.
Second: Mr. Harris.
Vote: The motion carried unanimously.

5. **Communications.** The Chair read correspondence from Vala Pendyala of Desegregate CT requesting an opportunity to speak with the Commission regarding the Work Live Ride legislative proposal and transit-oriented community districts. The Commission discussed Derby's existing transit-oriented residential zoning, including the Center Design Development District and Center Residence Zone, and noted potential opportunities for infrastructure assistance and coordination with state programs, including DECD and the Municipal Redevelopment Corporation.

The Commission agreed that the administration should be contacted to determine whether prior contact had been made regarding the program and that additional information should be obtained before scheduling a future presentation. Mr. Sadlik requested a copy of the correspondence, and the Chair stated that it would be emailed to the Commission.

6. **Public Portion.** The Chair opened the public portion. No members of the public present in person or via Zoom wished to speak. The public portion was closed.
7. **Approval of Minutes — February 18, 2025.** The Commission considered approval of the February 18, 2025 regular meeting minutes.

Motion: Mr. Harris moved to approve the February 18, 2025 meeting minutes.
Second: by Mr. Dinice.
Vote: The motion carried unanimously.

Receipt of Applications

8A. City of Derby Planning and Zoning, 1 Elizabeth Street, Derby, Connecticut — Zone Text Change Application. The Commission **received the application** to add definitions to Section 195-7; add special exception uses to Sections 195-15.D and 195-16.D; add Section 195-28A regarding smoke shops, vape shops, and tobacco stores; and reassign the Aquifer Protection Areas regulations previously approved in 2010 from Section 195-28 to Section 195-29.
Motion: Mr. Kopjanski moved to receive the application.

Second: Mr. Harris.
Vote: The motion carried unanimously

8B. Griffin Hospital, 130 Division Street — Site Plan Modification Application. The Commission received the site plan modification application for a **modular building** to serve as a permanent addition to Griffin Hospital, replacing the MRI trailer on the Spring Street side of the hospital. The Commission discussed whether a public hearing should be held. Counsel and staff noted that a public hearing was not required for the site plan application, but the Zoning Board of Appeals had recommended that the Commission consider holding one.
Motion: Mr. Harris moved to **receive the Griffin Hospital application**.
Second: Mr. Misiewicz.
Vote: The motion carried unanimously.

Motion: Mr. Harris moved to **schedule a public hearing** on the Griffin Hospital application for the April 15, 2025 meeting.
Second: Mr. Sadlik.
Vote: The motion carried unanimously.

8C. Ornell Dishmi, 38 Commerce Street, Derby — Site Plan Application. The Commission received the site plan application to operate a **bottle redemption center**. The Commission discussed the need for updated and sufficient plans, including an accurate current site plan and information showing how the proposed use would operate within the existing space. Staff was directed to work with the applicant to obtain additional information for the next meeting.
Motion: Mr. Misiewicz moved to receive the application.
Second: Mr. Harris.
Vote: The motion carried unanimously.

Public Hearing

9A. City of Derby Planning and Zoning — Zone Text Change Application. The Commission opened the public hearing on the proposed zone text changes regarding smoke shops, vape shops, tobacco stores, and reassignment of the Aquifer Protection Areas regulations.

Motion: Mr. Harris moved to **open the public hearing**.
Second: Mr. Sanchez.
Vote: The motion carried unanimously.

Staff summarized the proposed language, including definitions, the proposed regulation of smoke shops, vape shops, and tobacco stores in the B-1 and B-2 zones as special exception uses, enhanced signage requirements, and proximity limitations. Staff also explained that the Aquifer Protection Areas regulation approved in 2010 would be reassigned to Section 195-29 because Section 195-28 is now occupied by cannabis establishment regulations.
The Commission discussed enforceability of the proposed 20% retail-area threshold, whether the regulation should prohibit new smoke shops, vape shops, and tobacco stores entirely, and whether the revised proposal should be recirculated to the regional councils of government. The

Commission indicated support for revising the proposed regulation to prohibit new establishments while preserving existing lawful nonconforming uses.
No members of the public spoke during the public hearing. The Commission agreed to continue the public hearing to the next meeting so revised language could be prepared and circulated for review.
Motion: Mr. Dinice moved to **continue the public hearing at the next meeting**.
Second: Mr. Sanchez.
Vote: The motion carried unanimously.

10. New Business

10A. City of Derby Planning and Zoning — Zone Text Change Application. No action was taken because the public hearing was continued.
10B. Summit Hill LLC — Subdivision Application. The application for Summit Street Assessor's Map 9-6, Lots 47 and 47B, and Mountain Street Assessor's Map 8-9, Lots 94 and 94B, to construct forty-five one and two-family residential dwellings was withdrawn.

Informal Discussion

11A. Planning and Zoning Subcommittee Report on Application Procedures. The subcommittee reported that a draft site plan application form had been prepared and was approximately 85% complete. The draft will be reviewed by the Zoning Enforcement Officer before being distributed to the full Commission. The subcommittee also reported that work would continue special exception applications and zoning amendment/map change application procedures, with an emphasis on improving documentation, administrative efficiency, and potential future electronic processing.
11B. Downtown Design Discussion. Mr. Sadlik initiated discussion regarding downtown design standards and prior planning work. The Commission discussed gathering existing materials, including prior Yale School of Architecture charrette documents, the 2017 Downtown Now/DPZ planning materials, and any records held by the city or local professionals involved in earlier efforts. The Chair stated that he would coordinate with City staff to locate and compile available records for future review.

12. Payment of Bills

No bills were presented for payment.

13. Adjournment

Motion: Mr. Sadlik moved to adjourn the meeting.
Second: Mr. Harris.

Vote: The motion carried unanimously.
The meeting adjourned at 8:22 p.m.

Table of Motions

No.	Motion	Made By	Second By	Result
4 Correction to Agenda	Add the downtown design discussion to the agenda as Item 11B and accept the agenda as amended.	Mr. Sadlik	Mr. Harris	Carried unanimously
7 Minutes	Approve the February 18, 2025 regular meeting minutes.	Mr. Harris	Mr. Dinice	Carried unanimously
8A Application	Receive the City of Derby Planning and Zoning zone text change application.	Mr. Kopjanski	Mr. Harris	Carried unanimously
8B Application	Receive the Griffin Hospital site plan modification application.	Mr. Harris	Mr. Misiewicz	Carried unanimously
8B	Schedule a public hearing on the Griffin Hospital application for the April 15, 2025 meeting.	Mr. Harris	Mr. Sadlik	Carried unanimously
8C Application	Receive the Onell Dishmey, 38 Commerce Street, site plan application for a bottle redemption center.	Mr. Misiewicz	Mr. Harris	Carried unanimously
9A Public Hearing	Open the public hearing on the City of Derby Planning and Zoning zone text change application.	Mr. Harris	Mr. Sanchez	Carried unanimously
9A Public Hearing	Continue the public hearing to the next meeting.	Mr. Dinice	Mr. Sanchez	Carried unanimously
13 Adjournment	Adjourn the meeting.	Mr. Sadlik	Mr. Harris	Carried unanimously

Submitted by:
Jennifer Desroches

RECEIVED
By Marc J Garofalo MPA, MMC, MCTC at 9:53 am, Aug 18, 2026