CITY OF DERBY
PLANNING AND ZONING COMMISSION
Regular Meeting Minutes
July 15, 2025

1.Call to Order: Chairman Gino DiGiovanni called the meeting to order at 7:00 p.m.

2. Pledge of Allegiance: The Commission recited the Pledge of Allegiance**.**

3. Roll Call

Members Present: Mr. DiGiovanni, Mr. Dinice, Mr. Misiewicz, Mr. Kopjanski, Mr. Sadlik, Mr. Bartholomew, Mr. Malerba, and Mr. Sojka (Alt). The clerk reported that all members were present and that a quorum was established.

Staff/Consultants Present: Marc Garofalo, Town Clerk; Ryan McEvoy, P.E., SLR Consulting Engineer; and Corporation Counsel.
Also Participating: Kevin White, Zoning Enforcement Officer, remotely.

4. Additions, Deletions, or Corrections to the Agenda

The Chair added Item 10E, formation of a subcommittee concerning downtown development and architectural aesthetics.

Motion: to approve the agenda as amended by Albert Misiewicz.
Second: Raymond Sadlik seconded.
Vote: Motion carried unanimously**.**

5. Communications: No communications were reported**.**

6. Public Portion

Attorney Cliff Theer, representing Johnny Hudson of 80 Stelmack Road, advised that Ms. Hudson was considering a zoning text amendment to permit limited short-term lodging in the R-3 zone. He stated that the proposed use would involve one or two guests, no signage, and no on-street parking. The Commission advised that it could not discuss the merits of a potential application outside the formal application and public-hearing process. Staff agreed to provide application guidance.
Motion: Mr. Malerba moved to close the public portion.
Second: Mr. Misiewicz.
Vote: Motion carried unanimously.

7. Approval of Minutes

Motion: to table approval of the April 15, May 20, and June 17, 2025 meeting minutes made by Mr. Sadlik.
Seconded: Mr. Malerba.
Vote: Motion carried unanimously.

8. Receipt of New Applications: No new applications were received.

9. Public Hearings

9A. Blizzard Mechanical, LLC — 155 New Haven Avenue

Application: Special exception for an office, interior storage, assembly/work area, and HVAC contractor business in the B-2 zone.
Motion: to open the public hearing made by Raymond Sadlik.
Second: Albert Misiewicz.
Vote: Motion carried unanimously.

Attorney Dominic Thomas of Cohen and Thomas, 350 Main Street, Derby, appeared for the applicant. He stated that Blizzard Mechanical would occupy approximately 10,010 square feet on the middle and lower levels of the existing building. The use would include offices, indoor storage, HVAC assembly and sheet-metal fabrication, and a work area. No exterior site improvements, structural changes, new lighting, signage, or outdoor storage were proposed. The applicant identified 23 parking spaces to be shared with Buck Electric. Normal hours would be 7:00 a.m. to 5:00 p.m., with limited after-hours access for emergency service. Most technicians would travel directly to job sites or take company vehicles home.

Public Testimony:

Liz Regan, 12 Burtville Avenue, requested clarification concerning special-exception review, future tenants, operating hours, lighting, parking, deliveries, litter, exterior alterations, and ownership.
Gina Crosby, 96 Commodore Commons Court, raised concerns about drainage, erosion, site changes, noise, vibration, deliveries, and neighboring residential properties.
Steve Carter, 69 Commodore Commons Court, requested a more legible plan and asked about access, truck deliveries, the zoning classification, and the scope of the HVAC operation.
Louis Rivera, 16 Burtville Avenue, opposed the proposed use based on prior experiences involving litter, on-street parking, truck activity, and after-hours noise.
Michael Klein, property owner, 155 New Haven Ave., described the property's prior uses and maintenance and expressed willingness to work with neighbors.
Michael Chaz, 25 Clark Street Extension, spoke in support of the business owners and their operations.

Applicant and Consultant Responses:

Ryan McEvoy, City Engineer, explained that a special-exception use is allowed in the zone but is subject to Commission review and reasonable safeguards. **Attorney Thomas** stated that future tenants or any expansion into additional space would require further Commission review; deliveries would use Burtville Avenue; no off-site parking was anticipated; and all fabrication would occur indoors. **Dan Blizman**, 30 Clark Street Ext., stated that the company had nine current employees and anticipated hiring one additional employee; two employees would work in the office; approximately four technicians took vehicles home; no more than two company

vehicles were expected to remain overnight; large deliveries would be infrequent; and indoor fabrication would occur during normal business hours.

Commission Discussion: Members discussed future tenant space, required future approvals, loading and delivery areas, the number of employees and vehicles, parking adequacy, overnight vehicle storage, the age of the site plans, and the need for the applicant to maintain good relationships with neighboring residents.

Motion: to continue the public hearing was made by Aniello Malerba.
Second: but received no second.

Motion: Made by Albert Misiewicz to close the public hearing.
Second: Gino DiGiovanni.
Vote: Motion carried unanimously.

9B. Buck Electric, LLC — 155 New Haven Avenue

Application: Special exception for office, interior storage, and work area for an electrical contractor business.
Motion: to open the public hearing made by Albert Misiewicz.
Second: Raymond Sadlik.
Vote: Motion carried unanimously.

Attorney Thomas asked that the site plan and relevant testimony from the preceding hearing be incorporated into the record. He stated that Buck Electric would occupy approximately 2,196 square feet on the middle and lower levels; would have seven employees, including one office employee; would operate primarily at customer job sites; and would have five utility vans/pickup trucks and one bucket truck. No site changes or outdoor storage were proposed.

Public Testimony:

Luz Falcon, 16 Burtville Avenue, asked whether the business anticipated future growth and how additional employees and parking would be accommodated.

Liz Regan, 12 Burtville Avenue, raised concerns about hours, lighting, on-site parking, deliveries, and neighborhood impacts, but stated that the proposed operation appeared to be an improvement over prior uses.

Tom Buckles, Buck Electric, described the business as a low-impact electrical contracting operation. He stated that most employees would travel directly to job sites, approximately two company vehicles might remain overnight, deliveries would generally be made by small box trucks, and the operation would maintain cleanliness and respect for the surrounding neighborhood. The applicant confirmed there would be no outdoor storage other than vehicles.

Motion: to close the public hearing made by Albert Misiewicz.
Second: David Kopjanski.
Vote: Motion carried unanimously.

10. New Business

10A. Blizzard Mechanical, LLC — Special Exception Decision

Ryan McEvoy read a proposed approval.

Motion: The city Derby Planning Zoning Commission July 15, 2025. Application for special exception use contractors' business at 155 New Haven Ave. Applicant Blizzard Mechanical LLC pursuant to section 195-48 of the Derby zoning Regulations, the Planning Zoning Commission finds the following.

1. The application and supporting documentation as presented is in accordance with sections 195-48 subsections A through F
2. The application proposes converting existing space within the building for a heating, ventilation and air conditioning business

no site improvements are proposed as part of this. Application. Following review of the plans and supporting documentation submitted in support of this application, the Derby Planning Zoning Commission hereby approves the application for special exception use for Blizzard Mechanical LLC on property shown on Derby. Derby assessors map 6-4, lot 42, subject to the following conditions

1. the special exception. Approval modification special exception approval shall not be effective until it was filed on the Derby Land Records, along with any conditions in accordance with the general statutes of the State of Connecticut
2. any modifications to the above reference drawings shall be submitted to the planning and Zoning Commission staff for review. This approval shall be based on the following documents submitted in support of this application, and that includes items 1 through 9 on the list on my draft document –

SLR's report, July 8th of 2025, addressed to Kevin White, Zoning Enforcement Officer, City of Derby, with the SLR project number 141.11563.00023, in reference to Blizzard Mechanical LLC contractors' business, 155 New Haven Ave., Derby, CT, made by Paul Dinice.

Second: Albert Misiewicz.

Vote: Motion carried unanimously.

10B. Buck Electric, LLC — Special Exception Decision

Ryan McEvoy read a proposed approval.

Motion: The City Derby Planning Zoning Commission dated July 15th, 2025 application for special exception use contractors' business, 155 New Haven Ave. Applicant, Buck Electric LLC pursuant to section 195-48 of the regulations, the Planning Zoning Commission finds the following

1. The application and supporting documentation as presented is in accordance with section 195-48. Subsections A through F
2. The application proposes converting existing space within the building for an electrical contracting business.
3. No site improvements are proposed as part of this application. Full review of the plans and supporting documentation submitted in support of this application, the Derby

planning and Zoning Commission hereby approves the application for special exception use for Buck Electric LLC on property shown on Derby assessors map 6-4, lot 42, subject to the following conditions

1. The special exception approval. Should not be effective until it's filed on the Derby Land records, along with any conditions, in accordance with the general statutes of the State of Connecticut. To any modifications to the referenced drawings shall be submitted to the planning and Zoning Commission staff for review. This approval shall be based upon the following documents submitted support this application and again items 1 through 9 similar to the last application finding that the application complied with §195-48(A)–(F), proposed conversion of existing space for an HVAC contractor business, and included no site improvements. The approval was conditioned upon filing the special-exception approval and conditions on the Derby Land Records and submitting any modifications to Commission staff for review.

SLR communication, dated July 8th, addressed to Kevin White, the Zoning Enforcement Officer, City of Derby, with the address and SLR project number 141.11563.00023, in reference to Buck Electric LLC contractors' business, 155 New Haven Ave., Derby, CT.

Motion: Raymond Sadlik.

Second: Paul Dinice.

Vote: Motion carried unanimously.

10C. Board of Aldermen/Alderwomen Referral Under Connecticut General Statutes §8-24

Roger Solaway, Economic Development, described a proposal concerning the existing solar installation at the Derby Transfer Station. Discussion revealed that the agenda referred to additional solar panels, while the matter presented involved installation of a battery-storage area of approximately 200 square feet adjacent to the existing solar array. Members requested a site plan, details concerning the batteries, fencing, safety, location, the land-consent document, the effect on revenue, and clarification of whether a separate §8-24 referral would be required for a future expansion of the solar array. Because the item presented did not match the agenda description, supporting documentation was incomplete.

Motion: made by Dave Kopjanski to table the matter and schedule a special meeting after receiving the necessary materials.

Second: Albert Misiewicz.

Vote: Motion carried unanimously.

10D. Planning and Zoning Pre-Application Checklist

The subcommittee presented a draft pre-application checklist intended to clarify the application process and reduce incomplete submissions. Members discussed use of the checklist by the Zoning Enforcement Officer and the need for legal review.

Motion: Made by Raymond Sadlik to forward the draft check list to Corporation Counsel.

Second: David Kopjanski.

Vote: Motion carried unanimously.

10E. Downtown Development and Architectural Aesthetics Subcommittee

The Commission discussed developing architectural and exterior-design guidance for downtown properties to promote consistent, appropriate development.

Motion: to authorize the Chair to form a subcommittee to research standards used by other municipalities and develop recommendations made by Raymond Sadlik.
Second: Gino DiGiovanni.
Vote: Motion carried unanimously.
Raymond Sadlik and Aniello Malerba volunteered to serve.

11. Payment of Bills

Motion: made to authorize payment of the bills by Albert Misiewicz.
Second: Aniello Malerba.
Vote: Motion carried unanimously.

12. Adjournment

Motion: was made by Raymond Sadlik.
Second: Dave Kopjanski to adjourn.
Vote: Motion carried unanimously. The meeting adjourned at 9:23 p.m.

Table of Motions

Item Number and Description	Motion	Second	Result
4. Additions, Deletions, or Corrections to the Agenda	Albert Misiewicz moved to approve the agenda as amended.	Raymond Sadlik	Carried unanimously
6. Public Portion	Aniello Malerba moved to close the public portion.	Albert Misiewicz	Carried unanimously by voice vote
7. Approval of Minutes	Raymond Sadlik moved to table approval of the April 15, May 20, and June 17, 2025 meeting minutes.	Aniello Malerba	Carried unanimously
9A. Blizzard Mechanical, LLC-Open Public Hearing	Raymond Sadlik moved to open the public hearing.	Albert Misiewicz	Carried unanimously
9A. Blizzard Mechanical, LLC-Continue Public Hearing	Aniello Malerba moved to continue the public hearing.	None	Failed for lack of a second; no vote taken

9A. Blizzard Mechanical, LLC-Close Public Hearing	Albert Misiewicz moved to close the public hearing.	Gino DiGiovanni	Carried unanimously
9B. Buck Electric, LLC-Open Public Hearing	Albert Misiewicz moved to open the public hearing.	Raymond Sadlik	Carried unanimously by voice vote
9B. Buck Electric, LLC-Close Public Hearing	Albert Misiewicz moved to close the public hearing.	David Kopjanski	Carried unanimously by voice vote
10A. Blizzard Mechanical, LLC-Special Exception Decision	Paul Dinice moved to approve the special-exception application for 155 New Haven Avenue, subject to the stated findings and conditions.	Albert Misiewicz	Carried unanimously by voice vote
10B. Buck Electric, LLC-Special Exception Decision	Raymond Sadlik moved to approve the special-exception application for 155 New Haven Avenue, subject to the stated findings and conditions.	Paul Dinice	Carried unanimously
10C. Board of Aldermen/Alderwomen Referral Under C.G.S. §8-24	David Kopjanski moved to table the matter and schedule a special meeting after receipt of the necessary materials.	Albert Misiewicz	Carried unanimously
10D. Planning and Zoning Pre-Application Checklist	Raymond Sadlik moved to forward the draft checklist to Corporation Counsel.	David Kopjanski	Carried unanimously
10E. Downtown Development and Architectural Aesthetics Subcommittee	Raymond Sadlik moved to authorize the Chair to form a subcommittee to research standards used by other municipalities and develop recommendations.	Gino DiGiovanni	Carried unanimously
11. Payment of Bills	Albert Misiewicz moved to authorize payment of the bills.	Aniello Malerba	Carried unanimously
12. Adjournment	Raymond Sadlik moved to adjourn.	David Kopjanski	Carried unanimously; meeting adjourned at 9:23 p.m.

Submitted by:
Jennifer Desroches

RECEIVED
By Marc J Garofalo MPA, MMC, MCTC at 9:56 am, Sep 04, 2026