



INCORPORATED 1786

TOWN OF ELLINGTON

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**PLANNING AND ZONING COMMISSION
SPECIAL MEETING MINUTES
WEDNESDAY, FEBRUARY 8, 2017, 6:30 P.M.
TOWN HALL ANNEX, 57 MAIN STREET, ELLINGTON, CT**

MEMBERS PRESENT: Chairman Arlo Hoffman, Vice Chairman Bill Hogan, and Regular Members Robert Sandberg Jr. (arrived at 6:45 pm), Ricci Hirth, Sean Kelly, F. Michael Francis and Alternate Keith Durao

MEMBERS ABSENT: Secretary Carol Strom and Alternate Jon Moser

STAFF PRESENT: Lisa M. Houlihan, Town Planner and Tim Webb, Director of Public Works

I. CALL TO ORDER:

Chairman Arlo Hoffman called the meeting to order at 6:38 PM.

II. NEW BUSINESS:

1. CGS 8-24 Review of proposed design, construction, equipping and furnishing of renovations to Town Hall and a one-story 5,930 sf addition to the north of the existing Town Hall located at 55 Main Street, APN 063-037-0000.

Time: 6:39 PM

Lisa Houlihan, Town Planner, explained how the CGS 8-24 process is reviewed. The proposed project is in accordance with the Plan of Conservation and Development, and is located within a commercial zone.

Tim Webb, Director of Public Works, discussed the historical nature of the existing Town Hall, the proposed improvements, and the estimated costs of the project.

The Commission discussed the proposed project and how to maintain the historical character of the existing Town Hall.

MOVED (KELLY) SECONDED (FRANCIS) AND PASSED UNANIMOUSLY TO APPROVE THE FOLLOWING RESOLUTION.

RESOLVED, THAT THE PLANNING AND ZONING COMMISSION OF THE TOWN OF ELLINGTON APPROVES THE FOLLOWING PROJECT PURSUANT TO SECTION 8-24 OF THE GENERAL STATUTES OF CONNECTICUT:

Design, construction, equipping and furnishing of renovations and an addition to the Ellington Town Hall, contemplated to consist of: (a) renovations and reconfiguration of the existing Town Hall to provide facilities for the First Selectman, the Finance Department/Treasurer, Emergency Management, the Registrars of Voters and Human Resources, vaults, meeting rooms, staff facilities, lavatories, and support, boiler/mechanical, service and storage spaces; (b) an approximate 5,930 square foot, one-story addition to be located to the north of the existing Town Hall to provide facilities for the Town Clerk, the Tax Collector and the Assessor, a vault, a conference room, lavatories and lobby, mechanical, electrical and storage spaces; (c) site improvements including a patio, an outdoor foyer, sidewalks, a crosswalk and landscaping; and (d) related improvements and work. It is contemplated that the project will be completed substantially as described in the report developed by the Fuss & O'Neill Design Build, LLC and James Vance and Associates Architects, dated November 10, 2016 and entitled "Ellington Town Hall Renovation & Addition, 55 Main Street, Ellington, CT 06029".

III. ADJOURNMENT:

MOVED (FRANCIS) SECONDED (HIRTH) AND PASSED UNANIMOUSLY TO ADJOURN THE PLANNING & ZONING COMMISSION SPECIAL MEETING AT 6:58 PM.

Respectfully submitted,

Barbra Galovich, CZET
Recording Clerk