

**COVENTRY PLANNING AND ZONING COMMISSION  
REGULAR MEETING MINUTES**

Monday, October 27, 2025

Town of Coventry, Town Hall Annex Building, 1712 Main Street Coventry, CT 06238  
& Zoom Teleconference

	<b>MEMBER</b>	<b>PRESENT</b>	<b>ABSENT</b>	<b>EXCUSED</b>
<b>REGULAR MEMBERS:</b>	Darby Pollansky, Chair	X		
	Bill Jobbagy, Vice Chair		X	X
	Brian Murray	X		
	Eric Thomas, Secretary	X		
	VACANT			
<b>ALTERNATE MEMBERS:</b>	Mindy Gosselin		X	X
	Steve Reviczky	X		
	Kathleen Krider	X		
<b>STAFF:</b>	Jana Roberson, AICP Director of Planning & Development	X		
	Heidi Leech, Planning Technician / Zoning Enforcement Officer		X	X
	Andrea Vassallo, Recording Secretary	X		

**1. CALL TO ORDER :**

D. Pollansky, called the meeting to order at 7:00 PM.

**2. ROLL CALL / SEATING OF ALTERNATES :**

Steve Reviczky, Alternate, is seated in place of Regular Member Bill Jobbagy.  
Kathleen Krider, Alternate, is seated in place of the Regular Member vacancy.

**a. Motion to Amend the Agenda :**

D. Pollansky brought to the floor to hear Public Hearing applications then immediately proceeded to hear corresponding Old Business. The **new order for the PZC Regular Meeting Agenda for October 28, 2025,** is as suggested:

- 4.b. PUBLIC HEARING - PZC-25-14
- 4.c. OLD BUSINESS - PZC-25-14 (formerly Agenda item 5.b.)
- 4.d. PUBLIC HEARING - PZC-25-15
- 4.e. OLD BUSINESS - PZC-25-15 (formerly Agenda item 5.c.)
- 4.a. PUBLIC HEARING - PZC-25-11
- 5.a. OLD BUSINESS - PZC 25-11

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**MOTION:** B. Murray **MOVED** to **ADOPT the modified agenda** put forth for **October 27, 2025, Regular Meeting of the Coventry PZC** .  
E. Thomas **SECONDED; MOTION CARRIED; 5:0:0.**

Yea	Pollansky, Krider, Murray, Reviczky, Thomas
Nay	0
Abstain	0

**3. AUDIENCE OF CITIZENS : None.**

**4. PUBLIC HEARINGS:**

**a. PZC-25-11** - Proposal to modify the language of Sections 2.02, 4.04.03.d, Table 4.04A Footnote 1., 6.03.01.a.2, 6.09.01.a.1 of the Coventry Zoning Regulations concerning two family dwellings, Applicant: Planning and Zoning Commission.

J. Roberson read the Public Hearing Notice into the record.  
**To be continued** until **November 10, 2025** , PZC Regular Meeting.

**b. PZC-25-14** - Proposed Renewal and Modification of existing Special Permit (22-10S) for winery with accessory assembly and musical entertainment at 454 Cassidy Hill Road in the GR-80 Zone, Applicant: Atty. Dorian Reiser, Owner: Robert Chipkin.

J. Roberson read the Public Hearing Notice into the record.

Attorney Dory Reiser addressed the Commission representing the Owner, Robert Chipkin, also present, gave a high-level overview of the permitted history of the business where in:

- 2006 - The winery was first approved for a Special Permit to operate a farm winery.
- 2011 - A second Special Permit was approved to allow social gatherings accessory to operating the winery.
- 2022 - Sought a modification of the second Special Permit to operate **two types of gatherings** :

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- **Music Events:** 19 (nineteen) Friday night events during the months of April-September with limited hours between 6-8 PM.
- **Public/Private non-music events:** Four (4) events conducted during the hours of 11 AM-9 PM on Saturday and Sunday, or on a Friday in lieu of a music event between the hours of 5-9 PM.
- **A Site Plan modification** was also approved to increase parking to 195 parking spaces.
- As a **condition of the approval** :
  - Parking monitoring shall commence to comply with the approved number of vehicles allowed on the property.
  - Traffic Management Plan prepared by a qualified traffic engineer.
  - Event specific traffic management reports required to be submitted weekly to the Town for each event.
  - At least one (1) certified traffic controller to direct event traffic.
  - As well as other on-site infrastructures.

## The Owner is requesting:

- A **Site Plan Waiver** as there are no new site improvements being proposed.
- An **increase in non-music events from four (4) to eight (8)** times a year.
- **Special Permit (22-10S) renewal** with the same conditions, **with exception** to:
  - Modify the Special Permit by **removing the timed condition of renewal** of every 3 years, whereas the owner/operator has demonstrated:

“[...] the conditions can be maintained consistently, and also to allow for reflection on how the traffic operations are working.”

Discussion ensued among the commission members, applicant, and owner, regarding a **required traffic review report**, submitted by a qualified traffic engineer, in 2023. The following topics were discussed:

- The event was held on a Friday night event.
- Parking was not at capacity - 95 vehicles in attendance.
- Parking management plan worked as designed.

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- **Observed by the traffic engineer** a vehicle failing to stop at the T-intersection of Baxter Street and Cassidy Hill Road traveling southbound on Baxter Street.
  - The vehicle was not attending the event at Cassidy Hill Vineyard.
  - The traffic engineer recommended the Local Traffic Authority install warning signage on Baxter Street stating: “On coming traffic does not stop.”
- **J. Roberson stated that:**
  - The owner, Mr. Chipkin, has complied with the permit conditions submitting weekly traffic reports and is satisfied.
- **E. Thomas asked** J. Roberson if the Coventry Land Use Department received any complaint reports from the Local Traffic Authority (LTA).
  - **J. Roberson stated** she has not however could inquire with the LTA.
  - Stated she has fielded calls over the last 2 years from local neighbors requesting the mandatory traffic reports and/or demonstration that the traffic controllers are certified.
  - Attorney Reiser rebutted Cassidy Hill Vineyards has **three (3) certified traffic controllers** who are stationed off-site of the property directing traffic at the intersection of Baxter Street & Cassidy Hill Road.
  - **E. Thomas confirmed** the intersection of Baxter Street & Cassidy Hill Road is physically located in the Town of Tolland and additional local road signage is not the purview of Coventry LTA.
  - The **property owner, Mr. Chipkin stated** the Town of Tolland, was notified as legally required of this application before the PZC Commission. Confirmed by J. Roberson she further stated the **Tolland Land Use Planner had no comment or referral.**
  - J. Roberson stated implementing the suggested local road signage, as suggested by the observing traffic engineer, that the **LTA’s of both Tolland and Coventry would need to collaborate.**

## Questions & Comments from the Public .

Scott Francis, 180 Cassidy Hill Road:

- Supports the request to renew and modify the existing Special Permit.

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- Supports the increase from four (4) to eight (8) events per year.
- Stated there is neighborhood support to continue to see the winery operate as a working farm.
- Event traffic has not been an issue over the last three (3) years.

Faye Sleeman, 199 Cassidy Hill Road, Tolland:

- Supports the request to renew and modify the existing Special Permit.
- Supports the increase from four (4) to eight (8) events per year.
- Stated traffic management has been completely reasonable, and local neighbors appreciate the efforts to date.

J. Roberson brought to the Commission’s attention **Section 04.06.07** , subsection (d) Musical Entertainment, of the Coventry Planning and Zoning Regulations, stating that **all Special Permits are limited to 3 years** . A regulatory discussion ensued regarding the common place practice of a timed condition Special Permit.

- Is there PZC authority to waive that particular section of the regulation?
- Regulation changes can be introduced under a separate formalized application to alter the existing language of this particular regulation.
- Non-compliance of specific and/or standard conditions of a Special Permit is an enforcement issue with authority enacted from the Zoning Enforcement Officer.
- Existing permitted use setting precedence set in the community.

D. Pollansky **closed the Public Hearing at 7:33 PM.**

**MOTION:** E. Thomas **MOVED** to **HEAR** application **PZC-25-14** under **OLD BUSINESS** as Agenda Item 4.c.

B. Murry **SECONDED; MOTION CARRIED; 5:0:0.**

Yea	Pollansky, Krider, Murray, Reviczky, Thomas
Nay	0
Abstain	0

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**4.c. OLD BUSINESS: PZC-25-14** - Proposed Renewal and Modification of existing Special Permit (22-10S) for winery with accessory assembly and musical entertainment at 454 Cassidy Hill Road in the GR-80 Zone, Applicant: Atty. Dorian Reiser, Owner: Robert Chipkin.

**MOTION 1:** B. Murray **MOVED** to **APPROVE** the request for a waiver of the site plan requirement under Sec. 7.03.04 of the Zoning Regulations for the following reason(s):

**a. The proposed activity does not involve the construction, erection, alteration, enlargement, removal or other modification of a principal building or structure; and**

**b. The proposed activity will not require the use of new wells or new or larger sewage disposal facilities.**

K. Krider **SECONDED; MOTION CARRIED; 5:0:0.**

Yea	Pollansky, Krider, Murray, Reviczky, Thomas
Nay	0
Abstain	0

**MOTION 2:** E. Thomas **MOVED** to **APPROVE** application **PZC-25-14** - Proposed Renewal of existing Special Permit (22-10S) for winery with accessory assembly and musical entertainment as modified at 454 Cassidy Hill Road in the GR-80 Zone in accordance with all submitted documents and testimony, with the finding that it meets the criteria of Sec. 4.06.07 (Musical Entertainment) and Sec. 7.03 (Special Permits) of the Zoning Regulations and including the following conditions:

- The record of Special Permit including conditions of approval must be recorded in the Town Clerk 's Office.**

K. Krider **SECONDED; MOTION CARRIED; 5:0:0.**

Yea	Pollansky, Krider, Murray, Reviczky, Thomas
Nay	0

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Abstain	0
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**4.d. PUBLIC HEARING: PZC-25-15** - Special Permit application for Designed Apartment/Condominium Development on 15.51 acres on the south side of Boston Turnpike (Map 22, Lot 108) for 29 condominium units in 9 buildings in the GR-40 Zone, Applicant: Charles Brown, Owner: Reid and Martin.

J. Roberson read the Public Hearing Notice into the record.

J. Roberson presented to the Commission that it is **an unusual, two-step process** wherein a **conceptual special permit** is followed by a **more defined site plan review process within six months**.

**Plans and materials reviewed for this proposal include the following:**

- 1) Cover Letter, dated 10/9/25,
- 2) Landowner's statement dated 3/19/24,
- 3) Compliance statement with Zoning Regulations Sec. 5.13 as prepared by the applicant,
- 4) Compliance statement with the 2020 POCD as prepared by the applicant,
- 5) Conceptual Site Plan of Hillcrest Heights, dated 10/8/25, sheets 5,
- 6) Sample building design, sheet 1,
- 7) Driveway Location Plan, and
- 8) Conceptual Subdivision Layout, dated 2023, Bushnell & Associates & Pete Henry.

**Attorney Dory Reiser addressed the Commission** representing the Applicant Charles Brown, who was also present, and gave a **high-level overview** of the context of the neighboring abutting properties, Boston Turnpike Road (Route 44), and the proposed activity by Special Permit:

- The applicant has proposed **nine (9) residential buildings** with an approximate square footage of 3,500-4,000 sq. ft. for each building.
- A total of **29 dwelling units** was proposed configured as:
  - Seven (7) three-unit buildings, and
  - Two (2) four-unit buildings.
- One (1) unit in each building will have a single-level floor plan (ranch-style).
- Maintains a density of 1.87 units per acre and less than 25% lot coverage.

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- A significant portion of the site (9.85 acres) will be preserved as a conservation easement, protecting wetlands and steep slopes.

**Referrals :**

- 1) The Town Engineer, Todd Penny, P.E., has seen the conceptual site plans. His comments at this conceptual point in development related primarily to getting preliminary input from CTDOT regarding potential traffic impacts (exiting EB and WB traffic impacting the flow of Route 44).
- 2) The plans have been referred to Coventry's Fire Marshal, Bud Meyers, for review.
- 3) J. Roberson met with Mr. Brown, Applicant, and informed him that she does not recommend:
  - (i) The driveways should be within the 50' setback and conservation easements.
  - (ii) The acceptance of any facilities proposed as part of this development to be town (i.e. public) facilities.

The Commission, Attorney Reiser, and Applicant Mr. Brown discussed how the proposed project **intends to comply with the following Planning and Zoning**

**Regulation Sections:**

- 5.13.01 - Intent
- 5.13.02 - Area, Desnistry, Converge, and Frontage
- 5.11.03 - Designed Apartment/Condominium Developments
- 5.13.04 - Specific Findings
- 5.13.05 - Additional Requirements
- 2020 Plan of Conservation & Development (POCD)

**Proposed Site Plan and Aesthetic Considerations :**

- The design aimed to **provide adequate screening** from adjacent properties and roads, utilizing natural topography and existing vegetation.
- The commission and applicant's representative discussed the **reduction in curb cuts** proposed along the property frontage, along Route 44, by proposing one main entrance (one curb cut) with an 22' wide access road that is proposed as parallel to Route 44, sited within the 50' conservation easement area, which Attorney Reiser noted **the term "conservation easement" as unusual** - and stated the intent may have been more implied as "landscape buffers" .

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- Attorney Reiser emphasized when the regulations stated a developer can **permit development within the conservation easement**, i.e. **necessary driveways**, the position of the applicant is that a driveway within a portion of the conservation easement along the frontage of the proposed development - **is necessary**.
  - If a Special Permit cannot be approved then the applicant has no choice but develop under an As-of-Right conventional subdivision - which would also have a driveway within the front yard setback - where Attorney Reiser further stated the importance of aesthetic qualities and compatibility of the proposed development with the surrounding area would then be diminished - noting that a proposed development should enhance the neighborhood's character.
- Believed, the PZC Commission **does have discretion** as to what can be developed with the regulated 50' conservation easement.
- **Precedence already exists** throughout town that utility and septic systems can be installed within conservation easement buffer areas, e.g., Windy Hill & Flanders Woods subdivisions.

## Regulatory Process and Concerns:

- J. Roberson stated:
  - She believes there is a **great need for this style of development** in the community.
  - Wants to make sure the **Commission understands their authority** and reads into the record Zoning Regulation Sections:
    - 5.13.05 (c) - [...] Paved Structures and setback requirements.
    - 5.13.05 (i) - [...] Dedicate conservation easements to the Town, and authorized use of conservation easements areas to permit necessary driveways or emergency access entrances and exits.
    - 5.13.04 (b) - [...] Adequate screening from adjacent streets and properties.
- Mr. Brown, Applicant, stated he **could not move the proposed access road (driveway)**, along the site frontage, any further back towards the proposed rear property line, and completely out of the 50' conservation easement without compromising required utility separation distances, i.e. well water and septic, **without reducing the number of buildings and**

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**dwelling units. Therefore, Mr. Brown stated the project would not be feasible.**

- Questions arose from the commission and town staff regarding the **adequacy of the conceptual site plan** and whether **it sufficiently addressed all regulatory requirements**, including fire control plans and environmental considerations.

**Town Staff & Commission Questions & Comments:**

- **J. Roberson stated** she does not feel the proposed conceptual design complies with the Town's designed apartment regulations, i.e. 50-foot frontage buffer with the proposed driveway, and for the commission to take their time deciding.
  
- **E. Thomas stated the following:**
  - **ACTION:** Wants to see on the location map more contextual information surrounding the site - specifically the **Coventry Glass Factory Historic District**.
  - **ACTION:** Wants to see **schematics , or concept renderings**, of the development frontage at the proposed elevations as it would appear from Route 44 and the neighboring residences across the street.
  - **ACTION:** Requests draft language for a Conservation Easement Agreement - or to conceptually present to the commission **ownership & maintenance options/responsibilities of the titled grantees of the conservation easements**.
  - **ACTION:** Wants to see more **detail on potential outfall locations** of the proposed retention basin which abuts land owned by the State of Connecticut.
  - **ACTION:** Is requesting **more calculations determining what percentage of the conservation easements will be disturbed** with proposed infrastructure and impervious surfaces, **e.g. a conceptual cut-and-fill diagram**.
  
- **S. Reviczky stated the following:**
  - Agrees with E. Thomas' concerns about **how much development is proposed within the conservation easement areas**. Is requesting

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more calculations determining what percentage of the conservation easements will be disturbed.

- **K. Krider stated the following:**
  - Her experience is with Homeowners Associations and appreciated the discussion had earlier in the evening regarding titled grantees.
  
- **D. Pollansky asked J. Roberson to** explain Special Permit procedure for a Designed Apartment/Condominium Development:
  - D. Pollansky stated this is **not a common application type** often received by the Commission, then the more **common As-of-Right Subdivision**.
  
  - J. Roberson presented to the Commission that it is **an unusual, two-step process** wherein **she read into the record:**
    - **Section 5.13** - Designed Apartment/Condominium Developments.
    - **5.13.04** - Procedures; Modified Special Permit/Site Plan Approval Process
  
  - The commission **discussed the two-part process** for special permits and site plan approvals, highlighting the need for detailed plans in the second phase

**Final Considerations :**

- The commission acknowledged the need for further information and clarity on specific aspects of the application process, additional town official referrals, more conceptual plans and various environmental impact implications.

**Conclusion:**

- The **PZC Commission** has agreed to a **Site Walk** of the subject property scheduled for **Thursday, November 6, 2025, at 10 AM** .
  
- **To be continued** until **November 10, 2025** , PZC Regular Meeting.

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**4.e. OLD BUSINESS: PZC-25-15** - Special Permit application for Designed Apartment/Condominium Development on 15.51 acres on the south side of Boston Turnpike (Map 22, Lot 108) for 29 condominium units in 9 buildings in the GR-40 Zone, Applicant: Charles Brown, Owner: Reid and Martin.

**To be continued** until **November 10, 2025** , PZC Regular Meeting.

**5. OLD BUSINESS :**

**a. PZC-25-11** - Proposal to modify the language of Sections 2.02, 4.04.03.d, Table 4.04A Footnote 1., 6.03.01.a.2, 6.09.01.a.1 of the Coventry Zoning Regulations concerning two family dwellings, Applicant: Planning and Zoning Commission.

- **To be continued** until **November 10, 2025** , PZC Regular Meeting.

**6. NEW BUSINESS:**

**a.** Review of 2026 meeting dates

- **To be continued** until **November 10, 2025** , PZC Regular Meeting.

**7. ADOPTION OF MINUTES :**

**a.** Minutes of 10/14/25

**MOTION:** B. Murray **MOVED** to **ADOPT** the minutes from October 14, 2025, with **the following modifications:**

- The record shall reflect that Kathleen Krider had an excused absence for the October 14, 2025, PZC Regular Meeting.
- The record shall reflect that Carol Polsky resigned prior to October 14, 2025, PZC Regular Meeting.

E. Thomas **SECONDED; MOTION CARRIED; 5:0:0.**

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Yea	Pollansky, Krider, Murray, Reviczky, Thomas
Nay	
Abstain	

- 8. **COMMUNICATIONS:** None.
- 9. **REPORTS:** None.
- 10. **ENFORCEMENT:** None.
- 11. **ACKNOWLEDGEMENTS:** None.
- 12. **ADJOURNMENT:**

D. Pollansky **MOVED** to **ADJOURN** at 10:26 PM. **MOTION CARRIED; 5:0:0.**

The next regular meeting is scheduled for: **Monday, November 10, 2025, at 7 PM.**  
Respectfully submitted by Andrea Vassallo, Recording Secretary

Please see the minutes of subsequent meetings for approval of these minutes and any corrections hereunto.