

**As of June 17, 2025**

**Town of Colebrook, CT**

**Planning and Zoning Commission**

**Special Meeting Minutes, June 16, 2025 @ 6:30 P.M.**

**Colebrook Town Hall, Land Use Office**

1. Chairwoman Martha Neal called the meeting to order promptly at 6:30 PM.

2. Roll Call: Regular Members Present:  
Chairwoman Neal, Kevin Robichaud

Regular Members Absent: Todd H. Correll, Edward (Ned) Catto, Will Sweeney,

Alternate Members Present: John Fernandez, Dave Goulet, Aden Ruwet

Others Present: Michael Halloran, Land Use Consultant  
Sam Gugliemino, Applicant

Chairwoman Neal seated: John Fernandez for Ned Catto  
Dave Goulet for Todd H. Correll  
Aden Ruwet for Will Sweeney

3. Agenda Review
  - a. New Business was moved to Item 5 in exchange for Old Business now Item 6.
4. Approve Minutes of May 12, 2025
  - a. Minutes were approved as presented. Moved by Chairwoman Neal and seconded by Mr. Robichaud
5. New Business
  - a. 72 Churchill Road: Subdivision. S. Gugliemino Applicant  
Mr. Gugliemino was acting as agent for Benjamin Cowie Haskell, property owner, in presenting the application for a Subdivision, Application #25-002.

It was moved by Mr. Fernandez and seconded by Mr. Ruwet to accept the application. The application was unanimously approved. Chairwoman Neal moved, Mr. Robichaud seconded, to have a Public Hearing on July 14, 2025 at 7:00 PM; all agreed.

6. Old Business:

- a. Review and approve POCD 2025.
  - i. It was moved by Mr. Fernandez and seconded by Mr. Robichaud to accept the POCD Revision II, Dated June 16, 2025. Motion was unanimously accepted. Mr. Fernandez moved, seconded by Mr. Robichaud to have a Public Hearing on September 8, 2025 at 7:00 PM and this too was unanimously approved.
- b. Review and approve text changes for Cannabis regulations
  - i. It was moved by Chairwoman Neal and seconded by Mr. Ruwet to accept the Cannabis regulations as presented and this motion was unanimously approved. Chairwoman Neal moved and Mr. Ruwet seconded to have a Public Hearing on September 8, 2025 on the Cannabis Regulations and all approved.
- c. Review and approve text changes for Child Care regulations
  - i. It was moved by Chairwoman Neal and seconded by Mr. Robichaud to accept the Child Care regulations as presented and this motion was unanimously approved. Chairwoman Neal and seconded by Mr. Robichaud moved to hold a Public Hearing on September 8, 2025 to present the Child Care regulations.
- d. Zoning application #25-001 for 3 Pinney Street, Pinney Stables.
  - i. It was moved by Mr. Fernandez, seconded by Chairwoman Neal to accept the Zoning Application for 3 Pinney Street, Pinney Stables with the following conditions, all concurred:
    - 1. Property owner will add the fourth structure to the application. Currently only three structures are identified.
    - 2. Property owner will provide a plot plan locating the four proposed structures.
    - 3. Plot plan will show, where structures will be located a minimum of 100 feet from the property line.
    - 4. Identify on the Zoning application the correct address for where the structures will be located, either by lot number or street address.
    - 5. Revise the application to reflect the above four conditions.

7. ZEO Report

- a. Chairwoman Neal will write a letter to a Colebrook resident who resides on Colebrook Road. The homeowner has an unauthorized structure on their property and must find for a Zoning Permit for said structure.

8. Bills and Correspondence

- a. No bills or correspondence presented.

9. Adjourn

Mr. Robichaud moved to adjourn the meeting at 7:43 PM and seconded by Mr. Ruwet and all agreed.

Respectfully submitted,

John Fernandez, Acting Secretary