

Received 5/20/2025  
9:15am  
Tonya Hogan, TC

**MIDDLEFIELD PLANNING & ZONING COMMISSION**  
**405 Main Street**  
**Middlefield, Connecticut 06455**

Minutes of April 23, 2025

The meeting was called to order at 6:31 PM.

**Attendance:**

Members

Alternates

X	Brown, Jay	A	McNamara, Susan
A	Ekblade, Eric	X	Wheeler, Scott
X	Hinsch, Ken	X	Kirshner, Nate
X	Warner, Bill	Others	
X	Weber, Kathy	X	Newton, Robin, Town Planner
		A	Curtis, Brian, Engineer
		A	Yamartino, Bob, <i>exoficio member</i>

A=Absent

X=Present

**Seating of Alternates**

Nate Kirschner was seated for Eric Ekblade.

**Public Comment- NONE**

**Receipt of Applications:**

- a. Application for Middlefield 66, LLC for a Special Permit for the construction of a retail convenience store with a drive-thru and fueling facility with associated site improvements for property locate at 8 Higby Road, Middlefield, CT- Public Hearing set for May 28, 2025

**Public Hearing- NONE**

**New Business-**

- a. **8-24 Review: Regional School District 13, Renovations and Expansion to Memorial School-Middlefield**

Matt Ranelli from Shipman and Goodwin and members of the design team were present representing RSD13 for the future renovation and addition to Memorial School. A brief

presentation of what the concept plan for the expansion was discussed for the purposes of the 8-24 referral request. It was noted by staff that the plan is consistent with the POCD.

The Commission has questions relevant to site plan approval, which included concerns about potential drainage, the location of the parking lot behind the existing residences, and possible grading concerns. Some commission members indicated they would like to see a traffic study.

Attorney Ranelli indicated that Lyman's would be used for temporary space while Memorial School is under renovation and that a temporary classroom trailer is being proposed to be brought in.

With no further comments, Kathy Weber made a motion that the proposed expansion of Memorial School is consistent with the Plan of Conservation and Development. Jay Brown seconded the motion. Motion carried unanimously.

#### **b. 8-24 Referral, Expansion of Middlefield Fire Department**

Peter Tyc, Fire Marshal, was present to provide a brief overview of the proposed fire house expansion project. Concept plans were reviewed which showed proposed changes to the access drives and parking between the fire house and the Community Center. The expansion itself includes new storage rooms, apparatus bays, turnout room, laundry facilities, file server areas. The existing space will be renovated to include resident trooper, meeting and training areas, and kitchen. Second floor will have Fire Marshals office, Chiefs office, support staff space, exercise room, squad room, bathrooms, and emergency management directors' office. The facility will be updated with a new well and septic system. It is currently at the 40% design phase. An 8-24 referral is needed for the bonding of the project.

Nate Kirshner made a motion that the proposed expansion of the existing fire house is consistent with the Plan of Conservation and Development. Ken Hinsch seconded the motion. Motion carried unanimously.

**Old Business-** NONE

#### **Report of the ZEO/Town Planner:**

##### **a. 275 Baileyville Road- Informal**

The Commission briefly spoke of how this property has been sitting dormant with no activity or interest for quite some time. The Commission is trying to figure out if the zoning designation should be changed to help facilitate new development on the property.

An abutter was present and spoke, raising concerns about this property and the owner. The Commission indicate they are just informally talking; the owner has not approached them.

**Chairman's Report-** NONE

**Approval of Minutes- January 22, 2025**

Kathy Weber made a motion to approve the minutes as written. Bill Warner seconded the motion. Motion carried unanimously.

**Adjournment**

Kathy Weber made a motion to adjourn the meeting. Nate Kirschner seconded the motion. The motion carried unanimously. The meeting was adjourned at 7:16 p.m.

Respectfully submitted,

*Robin Newton*

Robin Newton, AICP, CZEO  
Town Planner