

Minutes of Regular Meeting No. 12156
Killingworth Planning & Zoning Commission
Tuesday, December 16, 2025 at 7:00 PM
Killingworth Town Office Building
323 Route 81, Killingworth/Remote Access

Commission Members in Attendance: Paul McGuinness (Chair), Thomas Hogarty, Richard Pleines, Geoffrey Cook, Lisa D'Angelo, Julie Phelps (Seated for Mike Drew), and Alec Martin (Alternate/Via Remote)

Commission Members Not in Attendance: Mike Drew, Stephanie Warren (Alternate)

Staff in Attendance: Linda Kieft-Robitaille (ZEO), Jamie Sciascia (Via Remote)

Visitors: Sherry Farquharson, Jerry Martin, Troy Antoniewicz, Mary Antoniewicz

Call to Order: The meeting was called to order at 7:00 PM. by Paul McGuinness, Chair.

Seating of Alternates: Julie Phelps was seated for Mike Drew.

Visitors - Brief Public Comments: None.

Thomas Hogarty *Moved* and Geoffrey Cook *Seconded* a motion to move up all of New Business, Items 8A and 8B to be heard before Old Business Item 6A (a and b).

Motion unanimously passed [6-0-0].

Approval of Minutes from November 18, 2025

Thomas Hogarty *Moved* and Lisa D'Angelo *Seconded* a motion to approve the Minutes from the Planning and Zoning Commission Meeting of November 18, 2025 as presented.

Motion unanimously passed [6-0-0].

Communications and Bills:

a. Halloran and Sage Invoices

Chairman McGuinness reported that he received invoices from Halloran & Sage which were decreased due to slow litigation. McGuinness noted that there will be no executive session tonight since litigation discussion is postponed to January 12th.

b. Clerk's Invoice

Chairman McGuinness reported that Clerk Sciascia's invoice was approved and submitted. He noted that any other forwarded communications or documents can be submitted directly to him.

Appoint Officers (Chairman, Vice-Chairman and Secretary):

Chair McGuinness reported that, in accordance with the annual reorganization following the election, the Commission must select the following appointment of officers, including Chair, Vice Chair, and Secretary. Nominations were received and a motion was brought forward.

Richard Pleines *Moved* and Lisa D’Angelo *Seconded* a motion to appoint Paul McGuinness as Chairman, Thomas Hogarty as Vice-President and Geoffrey Cook as Secretary.

Motion unanimously passed [6-0-0].

Discussion - Chairman McGuinness noted that Ms. Kieft-Robitaille’s appointment as ZEO, previously subject to annual renewal, was made indefinite last year and did not require a further vote.

Geoffrey Cook *Moved* and Julie Phelps *Seconded* a motion to reappoint Alec Martin and Stephanie Warren as representatives to the Regional Planning Commission (RPC).

Motion unanimously passed [6-0-0].

Discussion - Alec Martin noted that he will confirm with Town Clerk Dawn Mooney whether he and Stephanie Warren need to be re-sworn in.

New Business:

A. Application #404 Sherry Farquharson applicant, SE for Riding Ring

Sherry Farquharson and Jerry Martin presented Application #404, a Special Exception for a Riding Ring on their property, noting the following information:

- Proposed building footprint: approximately 13,440 square feet;
- Intended for boarders and riding lessons; indoor facility for all weather use;
- Interior riding surface: clay-sand mix, with 4’ kick walls;
- Windows along long walls; concern over durability of plexiglass addressed;
- Occupancy limit for spectators: 50 (folding chairs allowed, no bleachers/grandstands);
- Site requires fill for trucks and construction; trusses require level preparation;
- Current map scale shows building larger than actual size; dimensions need verification;
- Applicant submitted elevation plans with building permit;
- Current site map lacks full topography and wetland delineation;
- Building placement moved due to updated wetlands setback from 50 to 100 feet;
- Slopes of 10–15 feet noted; exact contour details required;
- North and south ends of the barn noted; no further elevations or details provided.

Commission Comments/Concerns:

- A detailed topographical survey of the property is requested, including all contours and wetland boundaries;
- Verification of the North and South elevations for the entire building is needed;

- Grading or fill requirements to create a level building pad should be outlined;
- Any site features or obstacles that could affect construction or setbacks should be identified;
- Final building dimensions and scale should be confirmed to ensure accuracy on submitted maps; The final interior surface plan for the riding area should be provided, along with a plan for ongoing maintenance;
- The kick wall design should be described, including safety considerations for riders;
- Measures to ensure spectator occupancy remains at 50 or fewer should be detailed;
- All windows and ventilation features should be finalized, ensuring durability and safety;
- Details on site preparation for truck access and truss installation should be provided.

Nexts Steps:

- Provide detailed site survey including topography and wetlands delineation;
- Submit complete elevation drawings for all sides;
- Clarify grading, fill, and pad requirements for building placement;
- Submit any additional materials for review before the January 20, 2026 Public Hearing;
- Confirm building dimensions and scale on submitted maps;
- Submit finalized building plans including windows, kick walls, and interior layout;
- Provide site preparation details, including fill requirements and leveling;
- Confirm spectator limits in writing;
- Coordinate with the fire marshal to ensure compliance with occupancy and safety codes.

Thomas Hogarty *Moved* and Jeffrey Cook *Seconded* a motion to schedule a Public Hearing on Tuesday, January 20, 2026, at 7:00 p.m. for Special Exception Application #404, Sherry Farquharson, for a Riding Ring.

Motion unanimously passed [6-0-0].

A. Application #405 Troy Antoniewicz applicant, home occupation: Blacksmith business

Troy Antoniewicz presented Application #405, regarding a Special Exception for his home occupation as a Blacksmith located in his home garage (attached to house).

- Blacksmith work is primarily decorative (fireplace tools, wall sconces, etc.), not industrial;
- The majority of work uses half-inch steel; heating metal to ~2000°F and hammering on an anvil, producing minimal noise;
- He works from 8:00 a.m. to 4:00 p.m. just during the week;
- One formal complaint noted from a neighbor;
- Customer traffic is minimal: 1–2 visits per month; most orders are delivered;
- All work done inside the garage; no heavy industrial equipment (presses) used;
- Applicant maintains records and can provide updated site plans electronically.

Commission Questions/Concerns:

- Confirmation of standard work hours, including whether weekend work is ever included;

- Measures to mitigate noise and ensure it does not exceed property boundaries should be detailed;
- Any plans for future expansion or increased customer visits should be described;
- Verification that all blacksmith tools and materials are fully contained within the garage is requested;
- Any additional complaints or concerns since the original noise complaint should be reported;
- Safety measures for heating metal and storing tools should be outlined;
- The updated site plan should reflect any changes to operations, equipment, or workflow.

Thomas Hogarty *Moved* and Lisa D’Angelo *Seconded* a motion to approve Application #405, Troy Antoniewicz, applicant, for a home occupation (Blacksmith business) as submitted.

Motion unanimously passed [6-0-0].

Old Business:

A. Regulations:

- a. Commercial District**
- b. Accessory Apartments**

Ms. Kieft-Robitaille reported that the Accessory Apartment Regulations are nearly ready for public hearing. Due to statutory notice requirements, the hearing cannot occur at the next meeting and must be scheduled for February. Ms. Kieft-Robitaille also noted that the Commercial District regulations are substantially complete, with minor revisions remaining.

The Commission agreed to hold a joint public hearing for both the Accessory Dwelling Unit Regulations and the Commercial District Regulations at the February 17, 2026 meeting.

Thomas Hogarty *Moved* and Richard Pleines *Seconded* a motion to schedule a Public Hearing on Tuesday, February 17, 2026 at 7:00 p.m. for the Accessory Apartment Regulations and the Commercial District Regulations.

Motion unanimously passed [6-0-0].

Zoning Officer’s Report:

A. Housing Bill: HB 8002

Ms. Kieft-Robitaille reviewed a recently proposed House bill and provided copies of the bill and its analysis to the Commission. The discussion focused on changes to parking requirements for residential developments and limitations on municipal authority over parking plans under the bill. Vice-Chair Hogarty recommended adding this item to the agenda and addressing it promptly to formally record the Commission’s intent.

Thomas Hogarty *Moved* and Julie Phelps *Seconded* a motion to add to the Agenda, Housing Growth Plan for House Bill 8002.

Motion unanimously passed [6-0-0].

B. Housing Growth Plan for: HB 8002

Ms. Kieft-Robitaille explained that effective January 1, 2026, municipalities must participate in a housing growth plan, either by creating their own plan or opting into their regional Council of Governments (RiverCOG). The Commission discussed the requirements under House Bill 8002 and noted that many municipalities and COGs are not yet prepared for the deadline. After reviewing the benefits of using RiverCOG’s regional plan, including efficiency and alignment with discussions with other officials, the Commission agreed that opting into RiverCOG would be the preferred approach.

Thomas Hogarty *Moved* and Julie Phelps *Seconded* a motion to utilize RiverCOG to participate in the Regional Plan, rather than having the Planning & Zoning Commission undertake the effort independently.

Motion unanimously passed [6-0-0].

The Commission further discussed housing compliance, infrastructure, and local zoning regulations. Towns that comply with state housing requirements are eligible for grants, while non-compliance can lead to fines or penalties. The Office of Policy & Management (OPM) identifies housing needs, but Regional Councils of Governments (COGs) develop plans and inform towns of requirements. Water availability is limited, with overuse depleting rivers and new wells being brackish and unusable, which restricts development. Towns cannot prohibit 2–9 unit structures, considered “by right” usage, and “need” and “affordable housing” are treated interchangeably. Local zoning groups have limited authority, and in Killingworth, sewage and water constraints make development costly, effectively restricting growth. Duplexes are allowed with a minimum of two acres per unit, but three-family houses are prohibited, and some regulations, like requiring owner occupancy, are illegal under state law. Overall, current regulations heavily limit what developers can do despite state housing mandates.

Alec Martin briefly spoke about how municipalities may not prohibit residential structures containing two to nine units, as such development is permitted by right, and that the terms “housing need” and “affordable housing” are used interchangeably. He further noted that in Killingworth, sewage disposal and water supply requirements represent the primary practical constraints on such development.

Report of Officers and Subcommittees: No Report.

Adjournment:

Chairman McGuinness adjourned the meeting at approximately 8:26 p.m.

Respectfully Submitted,

Jamie Sciascia
Clerk