



# TOWN OF KILLINGLY

## PLANNING & DEVELOPMENT OFFICE

172 Main Street, Killingly, CT 06239  
Tel: 860-779-5311 Fax: 860-779-5381

### MEMORANDUM

**TO:** Elizabeth Wilson, Killingly Town Clerk  
**FROM:** Ann-Marie L. Aubrey, Director of Planning and Development  
**DATE:** MONDAY, JUNE 26, 2023  
**SUBJECT:** Zone Text Change Appl #23-1309 – Michael Shabenas & Jessica O'Brien; allow for Wedding/Event venues in the RD & LD Zones by Spec Perm. (**NOTE:** Edits, if any, may be suggested, & made, to the proposed text up to the close of the hearing; there will be no further advertisement of those edits until the decision of the PZC is published.)

AMA

Elizabeth M. Wilson

2023 JUN 26 PM 2:36

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TOWN CLERK, KILLINGLY, CT

Following Connecticut General Statutes Section 8-3(d) the Killingly Planning and Zoning Commission lets you know that the Commission has **approved the text change with edits/ amendments** – Zone Text Change Appl #23-1309 – Michael Shabenas & Jessica O'Brien; allow for Wedding/Event venues in the RD & LD Zones by Spec Perm. (**NOTE:** Edits, if any, may be suggested, & made, to the proposed text up to the close of the hearing; there will be no further advertisement of those edits until the decision of the PZC is published.)

A complete copy of the zone TEXT change, with the amendments highlighted is attached hereto, and incorporated herein for your convenience. "RED" – made at workshop; and "BLUE" – made during the public hearing.

Following CT General Laws, the decision legal notice was published in the FRIDAY, JUNE 23, 2023, edition of the Norwich Bulletin. Following said laws, a fifteen (15) day appeal period commenced on that date. The appeal period ends at the end of the business day on MONDAY, JULY 10, 2023. Provided no appeal is taken; **the approved TEXT change becomes effective on MONDAY, JULY 17, 2023, at 12:01 am.** If appealed, and there is a positive finding of the court in favor of the Town of Killingly (i.e., the court upholds the zone TEXT change), the zone TEXT change will become effective immediately upon the publication of the court's decision.

Any inquiries or questions about the zone TEXT change can be directed to my attention on 860-779-5311. Thank you for your consideration.

cc:	Mary T. Calorio, Town Manager (email)	Jill St. Clair, Dir. Economic Dev. (email)
	Jonathan Blake, Planner 1 (email)	Allison Brady, Assistant Planner (email)
	Tracy Bragg, Building Official (email)	Randy Burchard, Fire Marshal (email)
	Paul Gazzola, Building Asst. (email)	William Skene, Asst. Fire Marshal (email)
	Sydney Guari, Adm. Secretary (email)	Tammy LaPlante, Adm. Secretary (email)

**NOTE: PLEASE KEEP THIS MEMORANDUM POSTED UNTIL TUESDAY, JULY 18, 2023.**

Proposed Text Amendment to the Killingly Zoning Regulations

Section 310 – definitions:

Event / Wedding Venue Facilities: A facility or facilities open to the public where weddings or events shall take place.

410.1.2 Permitted Uses with Special Permit Approval by the Commission

410.1.2r Event / Wedding Venue Facilities, subject to Article VII provided:

- a. Statement of use: A statement of use shall be submitted describing in detail the nature and scope of the Event / Wedding facility and the maximum number of attendees proposed for the site.
- b. Lot size: The minimum lot size shall be a compliant lot in the zone that it is located in.
- c. Access: The facility shall have access from a state, municipal or private road.
- d. Attendance: Maximum number of attendees per ~~event~~ facility shall be based upon available parking and applicable fire code requirements. Each facility shall be approved by the Fire Marshal and subject to inspection.
- e. Use Separation: Outdoor event / wedding areas and reception building shall be located a minimum of 200' feet from any residential building on adjacent properties. Parking areas shall be located a minimum of 100' from the street line and a minimum of 150' from any residential building on adjacent properties.
- f. Event hours: shall be limited to between 10:00 a.m. to 10:00 p.m. Sunday thru Thursday and 10:00 AM to 11:00 PM Fridays and Saturdays.
- g. Health Department: The event / wedding facility shall require approval from the State and / or Local Health department as required.
- h. Noise: Music for any event or reception shall take place indoors, if a temporary tent is used for the indoor space, it shall be classified as a "soundproof" tent. Only low-level background music may be allowed outdoors during the ceremony. Noise at the property boundary shall not exceed 45 decibels at the property boundary after 10:00 PM per Section 22a-69-1.1 of the Connecticut General Statutes.
- i. Lighting: Lighting shall be certified dark sky compliant and shall not "bleed" onto adjacent properties.
- j. Traffic Safety: All driveway entrances to the site shall be designed to ensure safety and ease of access to the public street or highway, taking into account, grades and line of sight for vehicles entering and / or existing the site. All access and egress driveways from state roads shall be approved by the Connecticut Department of Transportation. For Town roads a driveway permit from the Town of Killingly is required.
- k. On-site parking: Shall be provided at one space per 3 attendees plus 1 space per each staff member or employee, permanent parking surface shall not be required; Off-site parking may be permitted but parking is not permitted in the public right-of-way of the road. A permanent parking surface shall not be required unless it is a handicapped accessible space, in which case shall meet the requirements of the Accessibility Act.
- l. To minimize impact on adjacent property owners, the commission may limit the maximum number attendees, limit the event hours, and limit the number of events per week or event days, and may require increased setbacks, screening and buffers.
- m. Signage: Facility signs shall meet the requirements of Section 540.