



TOWN OF OLD SAYBROOK  
**Zoning Commission**

Mark R. Caldarella, *Chairman*  
Geraldine M. Lewis, *Secretary*  
Robert C. Friedmann  
Ann Marie Thorsen  
Marc W. Delmonico

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**Alternate Members**  
Justin Terribile  
John Henry  
Brenda Dyson

**REGULAR MEETING MINUTES  
HYBRID MEETING**

Monday October 2, 2023 – 7:00 P.M.  
Town Hall, 1<sup>st</sup> Floor Conference Room  
302 Main Street, Old Saybrook

**I. CALL TO ORDER**

Chairman M. Caldarella called the meeting to order at 7:00 P.M.

**II. ROLL CALL**

Attendant Members: M. Caldarella, R. Friedmann (via Zoom), M. Delmonico, J. Henry (seated for G. Lewis), B. Dyson (seated for A.M. Thorsen)

Absent Members: G. Lewis, A.M. Thorsen, J. Terribile

Attendant Staff: C. Costa, Zoning Enforcement Officer/Town Planner;  
J. Galli, Recording Clerk

This meeting was open to the public but no one attended.

**III. REGULAR BUSINESS**

**A. MINUTES**

**MOTION** to approve the meeting minutes of September 18, 2023 as presented **MADE:** M. Caldarella **SECONDED:** M. Delmonico **VOTING IN FAVOR:** M. Caldarella, R. Friedmann, M. Delmonico, J. Henry, B. Dyson **OPPOSED:** None **ABSTAINING:** None **APPROVED:** 5-0-0.

**B. CORRESPONDENCE**

Correspondence received was related to Agenda items.

**IV. OLD BUSINESS**

**A. WORKSHOP:** Drive-through windows as an accessory use for financial institutions, pharmacies, indoor restaurants or other food and beverage establishments (Section 53). *Moratorium ends: December 31, 2023*

The Commission discussed the draft text and what they felt were important factors to consider, including frontage, separation distance between businesses, access lanes, 2<sup>nd</sup> entrances and stacking of cars. R. Friedman stated that the major concern to address is public health and safety by not having cars back up onto Route 1 or any other major road. He used Burger King as an example of a restaurant drive-through that works well. The Chairman asked that the members review the draft text and send their comments to the ZEO to compile for their next discussion. The hearing to extend the moratorium to June 2024 is scheduled for October 16<sup>th</sup>.

## V. COMMITTEE, REPRESENTATIVE & STAFF REPORTS

- Thanks to the work of Assistant Town Planner L. Wacker and S. Mackowicki Old Saybrook has obtained silver certification in Sustainable Ct which is a voluntary certification program that “recognizes thriving and resilient Connecticut municipalities.”
- C. Costa discussed with the Commission the memo dated August 24<sup>th</sup> from the ZBA regarding rooftop decks and balconies. The ZBA would like the Commission to consider allowing them as a design feature. A concern the Commission discussed was that a roof top deck could infringe on the neighbor’s privacy. The response from the Commission is that they would like to keep the regulation that is in place but perhaps tighten up the definitions through clarifications. The Commission will review the regulation and draft a response to the ZBA.

## VII. ADJOURNMENT

**MOTION** to adjourn the meeting of October 2 2023 at 8:15 P.M. to the regularly scheduled meeting of Monday, October 16, 2023 at 7 P.M. in the 1st Floor Conference Room as presented **MADE:** M. Delmonico **SECONDED** J. Henry **VOTING IN FAVOR:** M. Caldarella, R. Friedmann, M. Delmonico, J. Henry, B. Dyson **OPPOSED:** None **ABSTAINING:** None **APPROVED:** 5-0-0.

Respectfully submitted,

Joanne Galli  
Land Use Clerk

NEXT REGULARLY SCHEDULED  
HYBRID MEETING

**Monday, October 16, 2023 at 7:00 P.M.**  
Town Hall, 1st Floor Conference Room  
302 Main Street, Old Saybrook

Check our website for dial in information and additional meeting documents.

[Zoning Commission web page](#)

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