

**CORNWALL PLANNING AND ZONING COMMISSION**  
**MEETING MINUTES**  
**Tuesday February 10, 2026, 7:00 p.m.**  
**Cornwall Library, 30 Pine Street – Cornwall, CT**  
*Hybrid Meeting*

**1. Call to Order – Appointment of Alternates**

A. Timell called the meeting to order at 7:04 p.m. and took attendance.

Members Present: A. Timell, C. Gray, K. Bodwell, J. LaPorta (Z), W. Evans (A), B. Bennett (A).

Also Present: J. Mullen, S. Musselman.

Members Absent: S. Saccardi, M. Shipp (A).

Appointment of Alternates: B. Bennett, W. Evans.

**2. Approval of Minutes – January 13, 2026**

A. Timell noted that a letter received at the last meeting wasn't read into the record by herself but instead was read by its author, N. Mastricola, during the public hearing. K. Bodwell moved to approve the minutes as amended. J. LaPorta seconded and the motion to approve carried unanimously.

**3. Public Hearing: None.**

**4. New Business**

As the applicants K. Bodwell and W. Evans recused themselves at 7:08 p.m.

- a. Keith Bodwell P.E. on behalf of Will Evans – Great Hollow Road** – Application for a 3-lot subdivision to include 2 frontage lots and 1 rear flag lot. MBL# D03-001-007.

K. Bodwell and W. Evans were present for the application and gave an overview of the application for a 3-lot subdivision. Since the last meeting stonewalls were added to the site plan and the required open space was removed. Instead, a waiver request for payment in-lieu of open space was submitted. W. Evans has approached several groups to accept the open space including the Town of Cornwall and the Cornwall Conservation Trust and was unable to find an organization to accept the open space. Due to the small size of the deeded open space and that it isn't contiguous to other protected lands the open space proposed by the applicant is not of high value for conservation organizations to accept and manage. The applicant's options are then to either establish an HOA to manage the open space or to request the payment in-lieu of open space waiver.

Discussion was had on the payment-in-lieu of procedure and that the maximum fee allowable is 10% of the property's pre-division assessed value. J. LaPorta stated that historically the town has always requested the 10% maximum value. A. Timell stated that only 3 payments have ever been made into the open space fund for open space waivers. C. Gray suggested that the Commission should set a standard percentage for payments-in-lieu going forward. J. LaPorta agreed but thought it should be based on a scale of how many lots are being requested vs. how many are possible to be subdivided. To make the decision on what percentage should be required J. Mullen suggested that K. Bodwell add a table to the

subdivision plan with all lot dimensions including the amount of wetlands and steep slopes on the property. K. Bodwell will update the plan and submit before the 3/10 meeting.

C. Gray moved to accept the application and set a public hearing for 3/10/26. J. LaPorta seconded and the motion carried unanimously.

**b. Annual Planning Meeting Report**

- A. Timell reported that the annual planning meeting went well and gave an overview of the Natural Resources Table she chaired. Topics discussed included invasive species management, open space requirements, stormwater management, and collaboration between all the town boards and commissions.
- C. Gray chaired the Housing Table and topics discussed included affordable housing, decreasing lot sizes, septic systems, and multifamily regulations.
- B. Bennett chaired the Economic Development Table and topics discussed were establishing a Chamber of Commerce and increasing flexibility for businesses in Cornwall.

**5. Land Use Administrator's Report**

Commissioners reviewed S. Musselman's report dated 2/10/26.

**6. Old Business**

**a. Planning Workshop – Review of Subdivision Regulations**

The Commission agreed to table discussion to a special meeting to be held at 6:00 pm on 4/14/26 before the regular meeting.

**7. Correspondence:** None.

**8. Adjournment**

K. Bodwell moved to adjourn at 8:19 pm. B. Bennett seconded and the motion to adjourn carried unanimously.

Respectfully submitted,

Spencer Musselman  
Land Use Administrator  
Town of Cornwall, CT